

AUST PARISH COUNCIL
MINUTES OF A COUNCIL MEETING

Held on Tuesday 10th October 2023 @ 7:30pm at Elberton Village Hall

Present: Councillors Steve Meredith (chairman), Heather Bayston, Julian Cooper, Ian Jenkins, David Spratt, Jeremy Warren, Anne Wiseman

In attendance: Ward Councillors Matthew Riddle (SGC), no members of the public

Clerk: Emma Pattullo

Approved at the subsequent meeting held on 14th November 2023

Signed copy held by the Clerk.

1 To receive apologies

All councillors present.

2 To receive declarations of Interest and requests for dispensations

There were no declarations of interest or dispensation requests.

3 Public Forum

No members of the public were present.

4 To approve the minutes of the last meeting held on 12th September 2023

It was resolved that the minutes of the previous meeting held on 12th September 2023 be approved as a correct record. The minutes were signed by the Chairman.

5 To review ongoing matters and agree action required, if any:

5.1 West of England Rural Network “Village Agent” project – to identify possible members for steering group

The Village Agent, Elizabeth Woodland, has visited Littleton and made contact with key community groups. She would welcome opportunities for similar visits to Aust and Elberton.

No suggestions for possible steering group members were made. Cllr Meredith agreed to attend the next steering group.

5.2 Aust highways issues – response from SGC

Following the council’s recent letter to Mark King (SGC Director of Streetcare) a response was received confirming that the line painting on Aust roundabout is planned for next year. However the request for SGC to consider adopting Sandy Lane tunnels as public highway was turned down. Councillors expressed disappointment with this latter decision but it was agreed that there is little chance of altering it and that, once the road is repaired and re-opened, the situation will at least be back as it was before in that National Highways seem content for residents to use the tunnel to access the M48 slip road.

It was also noted that National Highways are currently reporting that repairs to the collapsed culvert should begin in January but that this timescale may slip.

5.3 Refurbishment of Aust noticeboard

Cllr Jenkins offered to refurbish the woodwork of the noticeboard over the coming months.

6 Planning

6.1 To note applications received and resolve response

No applications had been received.

6.2 To note the following SGC planning decisions

The following planning decision was noted:

- i. P23/02154/HH - Lynch Farm Village Road Littleton Upon Severn - Erection of two storey side and rear extension to form additional living accommodation. *Approved with conditions.*

7 Council administration

7.1 To receive the outcome of the clerk's annual review

Cllr Meredith reported that he carried out the clerk's annual review in August and that all requirements had been met successfully.

7.2 To review data retention policy

It was RESOLVED that the circulated draft Data Management policy (v2.0) should be adopted, subject to alteration of the retention period for emails to "up to six years".

This replaces the previous Data Retention policy.

7.3 To review GDPR privacy notice

It was felt that this policy is rather over detailed for a council of this size. Cllr Jenkins offered to review the document and attempt to make it more appropriate.

ACTION: IJ to review and rewrite, for presentation to next meeting

8 Finance

8.1 To receive the quarterly finance report & budget statement

The quarterly finance report and budget statement were noted. The bank reconciliation & statements were checked & signed by Cllrs Jenkins & Bayston.

8.2 To note receipts

The following receipts were noted:

Item	Amount
SGC – Precept (second instalment)	£3211.00
Bank interest	£82.46

8.3 To note payments made under prior approval

The following payments, made under the given prior approval, were noted:

Item	Amount	Minute (where applicable)
Clerk's salary & home working allowance for the month to 16th September 2023	£287.12	May 2023 item 12.9
Unity bank charge Q2	£18.00	May 2023 item 12.9

8.4 To approve payments

The following payments were RESOLVED to be made. All will be paid via bank transfer. Payments will be authorised by Cllrs Spratt & Warren & an authorisation record retained by the clerk.

Item	Amount
SGC – May 2023 election fee	£175.00
ALCA Essential Councillor course – J Cooper	£40.00
ALCA Planning in Plain English course – H Bayston	£40.00
E Pattullo – overtime April to August 2023	£93.04
E Pattullo – expenses (Printer cartridges, purchased via Amazon)	£29.09 +VAT

9 To review correspondence received and determine response

9.1 Slow Ways re: request for assistance with verification of walking routes

It was noted that all the routes through Aust parish area are due to be revised, to give one route between Chepstow and Aust, then revised routes from Aust to nearby towns. It was agreed that once

these revisions are published, the council could try to find people willing to walk and verify the new routes.

9.2 Resident re: lorry stuck on Sweetwater Lane

Cllr Riddle noted that the lane is already signed as “unsuitable for HGVs” so the driver in question should not have used it. SGC have responded to the resident. It was agreed that no further action should be taken by the parish council.

10 To consider responses to consultations received

10.1 SGC: Polling Districts and Polling Places Review

RESOLVED: No response.

11 Any other minor matters for discussion (no decision required) or items for next agenda

The clerk reported that a consultation has been received from SGC regarding alterations to waste and recycling collections. It was not really suitable for a council response, but could be sent round the village email groups as it was agreed that residents are likely to be interested.

Councillors requested information on reporting of highways issues and the WestLink bus service.

Cllr Warren reported that some of the dead trees on Field Lane are close to power cables, so it would not be safe for the landowner to work on them. Cllr Warren will contact National Grid for advice.

It was noted that the dead tree opposite Aust church, previously discussed as being on SGC land, is in fact part of a resident’s hedge and thus responsibility for maintenance would fall to the householder.

12 Meeting closure

The meeting closed at 8:38pm.

The next meeting of the Council will be held on Tuesday 14th November 2023.

Items for the agenda should be with the Clerk by 7th November.

Signed (Chairman):