TYTHERINGTON & ITCHINGTON PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING
HELD ON N MONDAY 13th MAY 2024
IN THE BAPTIST CHURCH SCHOOLROOM
AT THE BACK OF THE BAPTIST CHURCH ON ITCHINGTON ROAD AT 7.30 PM

Present
Cllr Lipton
Cllr Johnson
Cllr Gordon
Cllr Daly
Cllr Lazarides

72.24 To elect a Chairman of the Council
Cllr Lipton proposed by Cllr Gordon seconded by Cllr Johnson

73.24 To receive the Chairman's signed Declaration of Acceptance
Cllr Lipton signed the Declaration of Acceptance to be Chair of the Council

74.24. To elect a Vice Chairman of the Council
Cllr Daly proposed by Cllr Johnson proposed and seconded by Cllr Liption

75.24 To receive the Vice Chairman's Declaration of Acceptance
Cllr Daly signed the Declaraion to be the Vice Chair of the Council

76.24 Apologies. To NOTE apologies for absence
There were no apologies

77.24 Declarations of Interest (if any) and dispensations In accordance with Local Code of Conduct to receive any declaration of disclosable pecuniary or non-disclosable pecuniary interests & to consider & grant dispensation requests.
There were none.

78.24 To accept and sign the minutes of the Parish Council Meeting held on the 25th March 2024
The Parish Council agreed to sign the minutes of the Parish Council Meeting held on Monday 25th March 2024 as correct.

79.24 To REVIEW and APPOINT councillor representatives to outside bodies and committees Village Hall Committee, ALCA Representative, Town & Parish Council Forum, Frome Valley Community Engagement Forum, Quarry and Power Station

Village Hall Committee	Cllr Daly
ALCA Representative	Clerk
Town & Parish Forum	Cllr Lipton
Froke Valley CEF	Cllr Gordon
Quarry & Power Station	Cllr Johnson

80.24. Planning Applications
Report on meeting with South Glos in respect of the Woodlands application for 6 self-build houses on the old allotment area.
Comments from the Parish Council have been sent to South Glos Property Services and the

Clerk was asked to confirm receipt and also find out whether any further information was required.

81.24 To discuss Planning Applications and decisions received after the agenda has been Issued
There were none.

82.24. To Receive Ward Councillor's Report

83.24. To Receive a Biodiversity report and Pollinator Award update
400 plug plants were planted by a group of Brownies and Guides. The final documentation needed to be sent to WECA. The Clerk will liaise with Cllr Lipton.

84.24. To Receive a Police Report and update on the pool Community Speed Watch
No report**.** The Clerk will liaise with neighbouring Parish Councils about the Community Speed Watch.
Cllr Lipton suggested the Agenda in future just had a 'Reports' Heading.

85.24 To Receive Village Hall Report
Cllr Daly received the annual rent payment of a red rose.
A new Trustee had been appointed
Charity Report for the Charity Commission had been submitted
The Chairman outlined maintenance work completed during the year and listed the groups using the Hall. The online booking system was now live and SM was proceeding with the AV system.
SM had organised several fund-raising events for the Hall.
The Car Park is to be re-surfaced on 11th May
Report will be sent later
Copies of the accounts for April 2023 – March 2024 were distributed at the meeting. They showed a small decrease in the surplus for the year compared with 2022 / 2023.
One committee member standing down.
There were no nominations for any of the offices so the present members were asked to continue for another year. RW announced his intention to retire after another year. JL would like to retire as secretary.

86.24 To Receive Quarry Report#
Heidlburg have now taken over the site and are making various changes. Full minutes will be on the PC web site when received. Jenna Roberts has moved on as Manager of the site.

87.25 To RECEIVE Financial Statement & APPROVE payments to be made at this meeting and note up to date budget
Councillors unanimously agreed to pay the Sodbury Surfacing invoice.

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Bank account: Tytherington Parish Council
Date range: 01/04/2024 to 13/05/2024

Date	Reference	Supplier / Customer	Description	Receipt	Payment
		Opening balance b/fwd			148,501.40
27/04/2024	BACS	Horders	Summer Newsletter		45.00
27/04/2024	CR	South Glos Council	Precept	21,000.00	
28/04/2024	BACS	Mrs G Brooks	Salary April 2024		662.16

13/05/2024	BACS	Tytherington Baptist Church	Tytherington Baptist Church Rook		90.00
13/05/2024	BACS	ALCA	Trust and Charity Law in Practice		50.00
13/05/2024	BACS	KLH Landscaping	Plants supplied to Tytherington		1,300.00
13/05/2024		South Gloucestershire Council	Installation of x2 new green bins		1,847.26
13/05/2024	BACS	ALCA	Annual Subscription to ALCA		225.11
13/05/2024	BACS	Mrs G Brooks	APM Refreshments		4.79
13/05/2024	BACS	Canva	Canva Desk Top Publishing		25.98
13/05/2024	BACS	Horders	APM Photcopying		48.00
13/05/2024	BACS	South Gloucestershire Council	March Play Equipment Inspection		75.25
13/04/2024	BACS	Zurich Insurance	Annual Insurance Fee		5473.13
13/04/2024	BACS	Sodbury Surfacing	Resurfacing Village Hall Car Park		4500
13/04/2024	Cr	South Glos Council	CIL Payment	4775.36	

Current A/c Balance £157339.25 Reserve Account: £17,464.56

Earmarked Funding:

CIL	£77,737.32	
Community Benefit 2023/24	£17321.45	
S106 Jubilee Play Equipment	£48265.70	Total £143324.47

88.24 To CONSIDER and APPROVE the Annual Governance Statement (Section 1) for year ending 2023/24

Councillors unanimously agreed to sign the Annual Governance Statement Section 1 for year ending 2023/24

89.24 To CONSIDER and APPROVE the Accounting Statements (Section 2) for year ending 2023/24noting the end of year reconciliation and explanation of variances including approved reserves.

Councillors unanimously agreed To CONSIDER and APPROVE the Accounting Statements (Section 2) for year ending 2023/24noting the end of year reconciliation and explanation of variances including approved reserves.

90.24. To NOTE the period for the exercise of public rights is set from Monday 10th June and ending on Friday 26th July 2024.

Councillors noted the period for the exercise of public rights is set for Monday 10th June until Friday 26th July 2024.

91.24 To sign the External Auditors Conflict of Interest Form

The Council agreed that there were no Conflict of Interests with BDO LLP and the form was duly signed.

92.24 To APPROVE the Councils insurance premium due for renewal on 1st June 2024

Councillors unanimously agreed to pay the renewal of the Zurich Insurance of £5473.13.

93.24. Community Benefit

3 Community Benefit requests have so far been received. Councillors will make their decisions at the next Parish Council meeting on Monday 17th June 2024

94.24. To receive update on new play equipment for Jubilee Field and MUGA on Hardwicke Field

A pre installation meetings is to be held on Tuesday 14th May at 9.30 am.
It was agreed that the fence facing the pavilion will be 1.2 m and the Clerk agreed to complete a Planning Application.

95.24 To receive Ash Tree Die Back update and discuss the distribution of wood from the felling of the trees.
Andy Duncan from Heidelburg would like to discuss trees in the Jubilee Field.

96.24 To update on Traffic Calming Measures
No update at present.

97.24 To receive an update on the Youth consultation
No update at present

98.24 To receive the Play Equipment Report for March
Most of the minor faults were to do with the apparatus that is being replaced. The Clerk would write to SGC about how to fix the gates.

99.24. Updates on any courses booked or attended since the last meeting by the Clerk or Councillors Clerk Canva I and II, Trust and Charity Law in Practice, Clerk's Networking,
The Clerk advised that she had booked in to The Trust and Charity Law in Practice. Cllr Lipton asked if he could be booked into the course too.

100.24. T**o discuss further areas for Dave Jones and his team to tackle during May/June.**
Three area have been highlighted. The pavement along Duck Street, the area between the Jubilee Field and the Orchard and the bank along from New Road to the War Memorial.

101.24 The Clerk advised that she had received new Financial Regulations from ALCA but the document was received too late to put on the agenda for the May meeting.

There being no further business the meeting closed at 8.45 pm