TYTHERINGTON & ITCHINGTON PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING
HELD ON MONDAY 13TH JANUARY 2025 AT 7.30 PM

Present: Cllr Lipton
Cllr Gordon
Cllr Daly
Cllr Johnson
Ward Councillor Clarke
Ward Councillor Dowden

Cllr Lipton welcomed Ward Cllr Dowden to the meeting

1.25 **Apologies. To NOTE apologies for absence**
Ward Councillor Leane

2.25 **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.

3.25 To accept and sign the minutes of the Parish Council Meeting held on the 18TH November 2024
It was unanimously agreed to sign the minutes of the meeting held on the 18th November as correct.

4.25 Planning Applications
Cllr Lipton asked Ward Cllr Clarke about the planning applications for 75 and 25 developments and Ward Cllr Clarke agreed to contact the relevant Planning Officers and get an update.

5.25 **To receive update on the Woodlands application**
Although South Glos agreed to update in November nothing had been received concerning the Woodlands 6 home Planning Application. The Clerk was asked to contact the Officers concerned for an update.

6.25 **To receive update in respect of a Section 215 notice referring to 2 Hill View Stowell Hill Road**
All the vegetation has now been cleared and the Section 235 notice will be transferred to new owners once sold.

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

8.25 To Receive Reports from Committees
Ward Councillors
The District Councillor's Report contained information on the Revised National Planning Policy Framework, the Local Plan Publication announcement date, and the Common Connections to Plant 85,000 spring bulbs Full report can be found on the Parish Council website.
Village Hall
No report but the Clerk advised that she had been asked for information about the pruning of the trees in the Village Hall Garden. The Clerk agreed to chase the contractor.

Cllr Johnson reported that the Oldbury Stakeholders meeting will be held in a fortnight's time and the Heidelberg Quarry Meeting in a months' time.

Police

No report but Cllr Lipton asked the Clerk to write to the Police to confirm this year's Surgeries and if they are not happening then could the Police walk around the village from time to time.

9.25. **To agree payments and to receive the half yearly budget**

Councillors agreed to pay the following invoices. The Clerk advised that there should be about an £8000 underspend this year so the signage could be afforded. It was agreed by Councillors to pursue the signage on Woodlands Road. The Clerk would ascertain whether the Parish Council has approval from South Gloucestershire before the signs are ordered. .

Current A/c Balance £119,047.44 Reserve Account: £17824.77

10.25 To agree payments and to receive the half yearly budget

Date	**Payment**	**Payment**	
16/11/24	KLH Landscaping	2nd Half of Village Cut	£2588.00
16/11/24	HM Prison & Probation Services	1 day Tytherington Hill, 1 day Baden Hill	£600
16/11/24	South Glos Council	MUGA Planning Application	£1025.50
18/11/24	South Glos Council	Waste & Dog Bin Emptying	£286.20
18/11/24	Krunch	Youth Consultation	£2500
18/11/24	South Glos Council	Play Equipment Inspection	£246.06
28/11/24	Mrs G Brooks	Salary (November)	£662.16
18/11/24	Horders	Photocopying Village Calendars	£515.00
18/11/24	Adam Mann	Fluorescent Tube Post Box	£10.00
18/11/24	5th Thornbury Guides	Community Benefit	£1000
18/11/24	Tytherington Luncheon Club	Dishwasher	£800
18/11/24	St. James Church	Xmas Tree	£60.00
18/11/24	DSD Services	Portable Toilet Hire	£150.00
19/11/24	Morelock Signs Ltd	VAS Batteries	£156.00
27/11/24	Public Works Loan Board	Loan Repayment	£6477.40
27/11/24	Service Charge	CHAPS	£28.00
30/10/24	Service Charge	Unity Bank	£7.05
04/12/24	HM Prison & Probation Services	Hardwicke Field	£300
11/12/24	ALCA	Courses	£130.00
28/12/24	Mrs G Brooks	Salary (December)	£662.16
28/12/24	West of England	Pollinator Fund Credit	£1260.00
31/12/24	Service Charge	Unity Bank	£8.25

Current A/c Balance £119,047.44 Reserve Account: £17824.77

Earmarked Funding:

CIL	£61740.08
Community Benefit 2024/25	£17059.52
S106 Jubilee Play Equipment	£30082.34
TOTAL	Total £108882.38

The Clerk advised that there should be an £8000 underspend so the sigage for Woodlands Road could be ordered once approved by Council.

11.25. **To decide on the budget for 2025/26 and authorise the Clerk to complete and sign the relevant precept forms.**
Councillors unanimously agreed the budget for 2025/26 and the Clerk was asked to complete the relevant form. Councillors noted that there would be no increase in the precept.

12.25 **To approve the Localism quote for the next 3 years for emptying the dog bins**
Councillors agreed to the Localism Charges for the dog bin emptying for the next 3 years and noted the uplift conditions.

13.25 **To approve the Financial Regulations**
Councillors approved the updated Financial Regulations for the forthcoming year.

14.25 **To review Grant Making Policy**
The Clerk had sent the Grant Making Policy to ALCA for checking and had been advised that asking for an Equalities Policy was not needed but did advise that the Parish Council ask for a screenshot of the payment to the relevant contractor/provider, to make sure that the funds allocated has been spent correctly. It was also suggested that recipients of community benefit be invited to the Annual Parish Meeting to talk about their award.
.

15.25 **To note November play equipment inspection**
There were a few snags which needed to be completed including the wall. The Clerk advised that she had been contacted by a Company who would power wash all the play equipment surfacing and also the seats. It was suggested that the Clerk speaks to KLH advise the matter. Spring clearn speak to kevin

16.25 **To receive update on MUGA on Tytherington Recreation Ground**
The Clerk advised that the MUGA Planning Application had hit a few snags. Sport England had put in an objection and Clerk received some advice on how to respond. There were also some ecological, environmental and landscaping issues. We also need an acoustic report, all of which can be obtained. South Glos is also asking for a tree survey. The Clerk advised that she would seek more help from the Ecological Officer.

Cllr Lipton also advised that there needs to be clearance of all the rubbish where the MUGA will be sited before March. The Clerk agreed to get some quotes.

17.25 **To discuss Consultation prepared by the Clerk**
The Clerk was asked to make a few amendments. The Consultation would be available on-line on the Parish Council Web site and on the Parish Council web site, in the shop on posters and would be available by post on request. There would be an open forum on Saturday morning 22nd February from 9-12 noon

18.25 **To update on Traffic Calming Measures**
The traffic calming proposal was still 19th on the South Gloucestershire list.

19.25 **To receive an update on the Youth consultation**
Cllr Gordon and the Clerk attended the Youth Open Evening on 6th December. Krunch will be providing a report soon.

TYTHERINGTON & ITCHINGTON PARISH COUNCIL

20.25 **To discuss updating the LNAP**
Held over due to pressure of work.

21.25 **To accept the days Leyhill have offered for 2025**
May 28th June 24th July 22nd August 19th Sept
The Clerk agreed to circulate the dates of the Countryside wardens.

22.25 **To discuss change of ownership of the Village Hall on Land Registry documents**
Cllr Lipton advised that an AP1 form needs to be completed to change the ownership of the Village Hall.

23.25 **To discuss Neighbourhood Plan**
Cllr Gordon advised that she had recruited five residents to help with the Neighbourhood Plan. They would be meeting up on 17th February to work out whether the area would include aa community group or branch of the Parish Council.

24.25 **To discuss the speeding of cars along Woodlands Road attending Tytherington Rocks Football matches held on Tytherington Recreation Ground and approve signage.**
The PC would like to put new 10 mph signs on the part of the road they own and renew the 30 mph signs and include 'Caution pedestrians and walkers' on the piece of road they own.

25.25 **To receive an update on the installation of the architecture which will be situation on Walnut Field.**
Installation of the architectural sculpture depends on Henrietta Armstrong's availability

27 25 **To receive an update on the Pollinator Fund which has now been completed**
WECA deducted £1260 from the original grant due to the volunteers which in their opinion Was matched funding. The project went over budget by £1500.

27.26 **CONFIDENTIAL ITEM Clerk's Salary**
The Clerk was advised that she had been awarded the latest pay rise and the direct debit would be amended accordingly.

There being no further business the meeting closed at 8.50 pm