TYTHERINGTON & ITCHINGTON PARISH COUNCIL

MINUTES OF A TYTHERINGTON & ITCHINGTON PARISH COUNCIL
HELD ON MONDAY 12th JANUARY 2026 IN THE BAPTIST CHURCH SCHOOLROOM AT 7.30 PM.

Present: Cllr Lipton
Cllr Johnson
Cllr Gordon
Cllr Daly

1.26 Apologies. To NOTE apologies for absence
Ward Cllrs Leane, Clarke and Godwin

2.26 **To consider and resolve to co-opt an eligible resident onto the Council to fill a casual vacancy**
Cllr Bellis was elected to the Parish Council by unanimous vote.

3,26 **To sign the Declaration of Acceptance.**
Cllr Bellis duly signed the Declaration of Acceptance

4.26 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.
None

5.26 **To accept and sign the minutes of the Parish Council Meeting held on the 8th December 2025**
Councillors RESOLVED to approve the minutes of the Parish Council meeting held on 8 December as accurate.

6.26 **Planning Applications**
P24/02456/F|Installation of a Multi Use Games Area and associated works.|Hardwicke Playing Field And Sports Pavillion Woodlands Tytherington South Gloucestershire.
Approved with Conditions.
All conditions have been satisfied. The Clerk was instructed to correspond with Wicksteed to confirm that £120,552/16 is the total price, exclusive of VAT, and that no further charges will be incurred. Councillors resolved to proceed with ordering the MUGA from Wicksteed upon receiving confirmation of these details.
To receive updated information in respect of the 6 self-build plots in Woodlands Road.
SGC are currently evaluating the available options for the site, as there are concerns regarding the viability of selling it for self-build purposes. The team is systematically reviewing these alternatives; however, it is premature to present any new proposals at this stage. Louise Seaman SG Officer is overseeing this process and will provide the PC with further details in the coming weeks. Although no decision has been finalised, the Council will likely continue to consider disposal strategies for the site.
P25/02955/HH Townsend Orchard Baden Hill Road Tytherington South Gloucestershire GL12 8UG Demolition of existing side conservatory. Erection of two storey side extension, front porch and alterations to existing roof to form additional living accommodation. Erection of 1no.detached double garage and workshop.
No comment
P25/02319/HH
Boyts Farm Baden Hill Road Tytherington South Gloucestershire GL12 8UG
Erection of single storey side link attached outbuilding to provide utility and boot room.

Approve with Conditions

7.26 **To receive reports from**

District Councillors

The District Councillors' report included information regarding NHS precautionary advice for the flu season and recommendations on how residents can help address loneliness. The full report can be found on the Parish Council's website www.tytherington-pc.gov.uk

Village Hall

The Village Hall representative reported that a new Secretary has been appointed and a variety of activities are currently being organised for residents who use the Village Hall. The Clerk advised that the Hall Trustees were not included in the Parish Council Insurance Policy and the problem with insuring the contents of the Village Store had not not yet been resolved.

Quarry

No meetings such but the Clerk reported having communicated with a representative from the Quarry, during which they exchanged information regarding the Speeding Project.

8.26 **To agree payments and to receive the end of year income and expenditure accounts and to note budget up to January 2026**

Councillors agreed to pay the following invoices and noted the credits.

08/12/25	Bamfield Tree Services Ltd	Removal of dangerous trees on PC land	-1080
08/12/25	Goldinghams	Pest Control	-98.26
08/12/25	KLH Landscaping	Fencing Itchington Common	-4285
08/12/25	KLH Landcaping	Repair of Play Equipment in Jubilee Field	-535
08/12/25	KLH Landscaping	Maintenance of Wildflower Areas	-900
08/12/25	KLH Landscaping	2nd half of grass cutting hedges etc.	-3090
08/12/25	St James Church Tytherington	Donation towards Xmas Tree	-60
08/12/25	Tytherington Village Hall	Xmas Party Donation	-100
16/12/25	Cloud Next	Domain Name	-60
16/12/25	Norton Anti-Virus	Software Update	-28.61
16/12/25	H P Instant Ink	Ink Services	-13.40
18/12/25	Lloyds Bank	Card Fee	-3.00
18/12/25	Creative Play	Repairs to Jubilee Field-	-264
18/12/25	Avon Displays	Noticeboards	-2208
28/12/25	British Gas	Tytherington Rocks (Utilities)	-180.74
28/12/25	Mrs G Brooks	Salary (December)	-721.80
28/12/25	HMPS	Refund	300.00

Current A/c Balance £ 118.948.12 Reserve Account: £18,144.23

Earmarked Funding:

CIL	£63366.54	
Community Benefit 2024/25	£19701.66	Total £113150.54
S106 Hardwicke Play Equipment	£30,082.34	

Councillors considered the appointment of the current green space's contractor. The Clerk advised that, in accordance with the Council's Financial Regulations, the value of

the works does not require the obtaining of three quotations. Council RESOLVED to appoint the existing contractor, being satisfied that the service represents best value for money. The Clerk confirmed that she had conducted a benchmarking exercise which verified that the Parish Council was receiving value for money.

The Clerk presented a proposed budget for 2026/27 and recommended an increase to the precept, suggesting a 4.55% rise amounting to £2,000. This would result in an annual increase of £4 per year for Band D residents as the tax base had been set at 413. Councillors APPROVED this recommendation. The Clerk was authorised to prepare the required documentation and submit it to South Gloucestershire Council.
Councillors AGREED to add the name of Cllr Bellis to the authorised signatories on the Parish Council Bank Accounts. The Clerk will arrange.

9.26 **To reconcile and sign bank statements**
Councillors Daly and Gordon have endorsed the latest bank statements.

10.26 **Update on special expenses and tax base for 2025/26**
The Clerk reported that both ALCA and South Gloucestershire Council are currently conducting a consultation aimed at ensuring greater equity in the allocation of special expenses for Town and Parish Councils.

11.26 **To receive update on the Traffic Calming Project**
The Parish Council has pledged £30,000 towards the project, which will be deducted from the overall cost. The remaining balance must compete for capital funding alongside other initiatives. Although competition is still required, contributing funds lowers the total cost and increases the likelihood of the scheme being selected.

12.26 **To receive an update on the Youth consultation 21K**
The Parish Council received a quotation of £21,000 for the establishment and ongoing operation of a Youth Club in Tytherington. Due to current financial constraints, the Parish Council agreed to explore potential opportunities for grant funding.

13.26 **To discuss the update of the Local Nature Action Plan (LNAP).**
Ongoing.

14.26 **To discuss change of ownership of the Village Hall on Land Registry documents**
Ongoing

15.26 **To discuss Neighbourhood Plan**
Nothing to report

16.26 **To receive an update on the new signage along Woodlands Road**
The Clerk had sent photographs to South Glos Officer but no reply so far,

17.26 **To discuss the signage on Tytherington Recreation Ground/Hardwicke Field**
The councillors have approved the quotation of £2,200 from Avon Displays and

are currently awaiting delivery of the proofs.

18,26 **To receive an update on the installation of the architecture which will be situated on Walnut Field site.**
The architect is scheduled to be on site on 16th April to oversee the installation of the fossil architecture and the burial of the time capsule.

19 .26 **To note December Play Equipment Report**
Only a single item requires replacement due to deterioration of the wood. The contractor indicated that he could source the wood at a lower cost than the play equipment installer. The Clerk was therefore instructed to request the contractor to proceed with the purchase.

20.26 **To discuss reinstatement of the pond on Tytherington Hill**
Cllr Gordon reported that South Glos is running a pond revival scheme and was asked to obtain more information about it.

21 .26 **To discuss ongoing management of the Open Spaces**
The warden responsible for Hardwicke Field has engaged Crossways to undertake essential works on the Site of Nature Conservation Interest (SNCI). Following careful consideration by the Council, it was agreed to proceed with the quotation submitted by Crossways, which totalled £1,250, for completion of the specified tasks.
The Clerk suggested that forming volunteer groups to collaborate with the wardens could be beneficial. She agreed to seek further advice on how best to organise and support such volunteer initiatives.

22.26 **Assertion 10**
New emails have been distributed from the Parish Council's website in accordance with Assertion 10 A filing system is being developed to organise all paperwork necessary for AGAR 2026 in March/April.

23.26 **To receive an update regarding the rehousing of residents in Southlands, possibly away from Tytherington, by a social housing provider.**
A resident of Southlands requested assistance regarding her relocation from her property on Southlands Road. While the Parish Council does not have authority over housing matters, the Clerk has written to Bromford seeking assurance that appropriate assessments, support, and timescales are being implemented, and that the resident is informed of her rights and options if the property is deemed uninhabitable. The Parish Council also requested to be provided with any plans they may have concerning Southlands.

There being no further business the meeting closed at 8.50 pm