



# Winterbourne

## PARISH COUNCIL

### PARISH COUNCIL MEETING 7 November 2022

P Kembery (in the Chair)

T C Bowles	(P)	P Kembery	(P)
J Brain	(P)	T Jones	(P)
R Climmer	(P)	D Marriott	(P)
A Collins	(P)	H Whatley	(P)
J Amos	(A)	C Watkins	(P)
S Jenkins	(P)	M Newport	(P)
M Goodman	(A)	N Labuschagne	(P)
P Dyer	(P)	B Serjent	(P)

94.11/22 – Evacuation procedure – leave via the fire door and assemble in the play area – Noted

95.11/22 – Apologies for Absence  
Cllrs Amos and Goodman.

Also in attendance one member of the public.

96.11/22 – Chairman’s announcements  
None.

97.11/22 – Public Participation  
None.

98.11/22 – Declaration of Interests under the Localism Act 2011  
Cllrs Jones and Labuschagne as South Gloucestershire Councillors. Cllr Marriott regarding the grant for St Michael’s Churchyard.

99.11/22 - To approve the Minutes of Council Meeting held on 3 October 2022 – Resolved to approve.

To note the Minutes of:

Planning Committee Meetings held on 3 and 17 October - Noted

Finance and General Purposes Meeting held on 17 October - Noted

100.11/22 – To answer questions from Councillors

It was asked what the progress is on the transfer of the land at Frenchay. Clerk advised that our solicitor is waiting for an updated transfer document from the Trust in order to proceed.

Cllrs Collins, Whatley and Jones attended the official opening of Frenchay Primary School. This has been a great achievement and is an important asset for the community. The school has been built to very high standards of sustainability to reduce impact on the environment.

The new play area at the Recreation Ground has been completed. The seat which was to go around the tree cannot be fitted because of the tree roots so the contractor is going to site this against the back fence. We are still waiting for notification of when this

will be done. There is a problem with the amount of leaves in the area at the moment and Clerk will investigate the purchase of a leaf blower.

Clerk

101.11/22 – To receive and consider the Clerk’s Report  
All items on the Clerk’s Report were noted.

Our handyman has fitted new drain covers to the open drains which were recently discovered in Tuckett Field..

Following the recent valuation of the buildings, it has been confirmed that any expenses due to business interruption are covered in our insurance policy, not under this valuation. There was also a mistake in one of the dates on the documents and corrected documents have now been received.

The following consultations at South Glos are currently open:

Compact - South Gloucestershire Council is currently consulting on the draft new Compact between public sector agencies and the Voluntary, Community and Social Enterprise (VCSE) organisations working in the area.

Annual Council Budget 2023/24 - South Glos has advised it has a funding shortfall of £29 million. They have contacted Town and Parish Councils to advise that given the scale of the financial challenge, difficult decisions around services the council can no longer afford to fund may be necessary. They will be presenting their options for service level reductions to Cabinet in early December. They have further advised: *We would welcome the opportunity as part of the process of developing our final budget proposals an ongoing dialogue with you to explore areas where we may be able to look at opportunities to work together more to protect services to our local communities. We will clearly share the proposals with town and parish councils as they are brought forward in December, however we recognise that many of you will already be developing your budgets and precepts for 2023/24 now. As such we wished to raise this with you at an early enough stage so that you can consider this in determining your local precepts for 2023/24, and where relevant working together with us on potential joint opportunities, recognising the critical role that town and parish councils play in the delivery of services for residents.*

It was discussed this may need to be kept in mind when the budget is set for next year.

Cllrs Marriott and Climmer and the Clerk recently attended a liaison meeting with Winterbourne Academy to meet the new headteacher Victoria Boynton. She asked to let her know if we have any projects the students could help with as volunteers. Cllr Collins advised he would be happy to talk to the Head regarding any opportunities there may be, which will tie in with the Parish Council LNAP (Local Nature Action Plan).

A Collins

102.11/22 – To approve the monthly accounts for September and October, and 6 month accounts April to September

It was noted the cost for our energy use is low. This is helped greatly by the solar panels we have on the roof, and also by the fixed contracts we have for both our gas and electric up until 2025.

**Resolved** to approve. Proposed by Cllr Watkins, seconded Cllr Serjent – all members in favour.

103.11/22 – To consider recommendations from the Finance and General Purposes Committee to provide the following grants:

St Michael’s Churchyard Trust - £600

**Resolved** to approve. Proposed by Cllr Watkins, seconded Cllr Brain. All members in favour.

St John the Baptist - £1110

**Resolved** to approve. Proposed by Cllr Watkins, seconded Cllr Dyer. All members in favour.

104.11/22 – To consider approval of Standing Orders, Financial Regulations, Code of Conduct, Terms of reference and the Risk Assessment

Regarding the Standing Orders, it was proposed the limit for obtaining 3 quotes, no.74, should be raised from £5,000 to £10,000. The limit has been in place since 2010, when it was doubled from £2,500. Since 2010, the value of money has decreased and the cost of goods increased significantly.

Proposed to agree this by Cllr Brain, seconded Cllr Climmer. All members in favour.

A discussion was held regarding item 52. in the Standing Orders which refer to the protocols around non pecuniary interest. Further investigation is to be carried out.

**Resolved** to defer approval of Standing Orders until the next meeting.

**Resolved** to approve the Financial Regulations, Code of Conduct , Terms of Reference. Proposed by Cllr Jones, seconded by Cllr Climmer. All members in favour. Regarding the Risk Assessment, a discussion was held as to whether the risk of setting the precept in such difficult financial times should be higher than low. It was advised that there might be a high risk for smaller councils whose only income is the precept, but as Winterbourne Parish Council has other avenues of income, and are very diligent in setting the precept amount, our risk can be considered as low.

**Resolved** to approve the Risk Assessment.

105.11/22 – To consider approval of Recording of Meetings Policy

**Resolved** to approve. Proposed by Cllr Serjent, seconded by Cllr Collins. All members in favour.

106.11/22 – To consider jobs in the Parish for the South Gloucestershire Street Scene Team to carry out

The following suggestions have been made:

- The area on Flaxpits Lane by the public toilets. There is a lot of vegetation to be cut back, the flagstones need to be levelled and the shrubs cut back in the car park.
- The area of land to the right hand side before you go over Damson's Bridge needs clearing
- Vegetation to be cut back on Mill Steps and bottom of Worrells Lane
- Footpaths to be cleared – path from Down Road to Stone Lane, Sunnyside Lane
- Drains in Frenchay and other areas in the Parish – Clerk to check if this would be included in the jobs the team can carry out
- Vegetation at the side of Begbrook Park narrowing the road.

Clerk will contact South Gloucestershire Council and ask how many of these they will be able to carry out.

107.11/2022 – To consider permission for The Environment Agency to survey the pond in Winterbourne for non-native fish

The Environment Agency would like to carry out non-native fish monitoring in the North Bristol area and would like to include the Winterbourne Duck Pond. The monitoring is done by taking a small water sample which is analysed.

**Resolved** to approve. Proposed by Cllr Bowles, seconded by Cllr Climmer. All members in favour.

108.11/22 Any other item considered urgent by the Chairman *(Members are reminded that an urgent item is one which requires a formal decision by Council which cannot possibly wait until the next meeting).*

None

Clerk

Meeting Concluded 8.26pm

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