

TORMARTON PARISH COUNCIL

The minutes of the Annual Meeting of Tormarton Parish Council held on Monday 30th May 2022 at 19:30 at Tormarton Parish Hall.

Councillors: Cllr Simon Stevens (Chairman), Cllr Katy Pool, Cllr Sue Giles and Cllr Janet Wells.

In Attendance: Cllr S Reade.

Absent: None.

Members of the Public: None.

30/05/2022 – No 1. To elect a Chairman to Tormarton Parish Council for the ensuing year and to receive the Chairman's declaration of acceptance of office.

Cllr S Stevens was proposed and seconded.

RESOLVED: It was unanimously agreed to elect Cllr S Stevens as Chairman for the ensuing year. Cllr S Stevens duly signed the declaration.

30/05/2022 – No 2. To elect a Vice-Chairman to Tormarton Parish Council for the ensuing year.

Cllr K Pool was proposed and seconded.

RESOLVED: It was unanimously agreed to elect Cllr K Pool as Vice-Chairman for the ensuing year.

30/05/2022 – No 3. To receive any questions from the members of public present.

None received.

30/05/2022 – No 4. To consider the apologies for absence.

The Council received apologies from Cllr N Davis. The Council noted that Cllr B Stokes would not be in attendance.

30/05/2022 – No 5. Declaration of Interest.

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed

30/05/2022 – No 6. To approve the minutes of the Meeting of Tormarton Parish Council held on 7th March 2022 and to note any issues

RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record.

30/05/2022 – No 7. To approve the minutes of the Meeting of Tormarton Parish Council held on 4th April 2022 and to note any issues.

RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record.

30/05/2022 – No 8. To receive any reports from South Gloucestershire Council Councillors.

The West of England Combined Authority's (WECA) Spatial Development Strategy has been halted by Dan Norris. SGC and other authorities didn't feel their views were being incorporated. SR has requested that SGC proceed with its Local Plan as this cannot be delayed, but there are clearly implications re. the Local Plan.

Bus services are seeing a 40% increase in cost due to fuel price increases and WECA is warning that this will lead to a decimation of services. SGC fighting to keep services running including local services in more rural areas.

TORMARTON PARISH COUNCIL

30/05/2022 – No 9. To elect members to Tormarton Parish Council’s Staffing Committee (3) and to agree to meet as and when required.

RESOLVED: It was unanimously agreed to appoint Cllrs K Pool, J Wells and S Giles to the committee and to meet as and when required.

30/05/2022 – No 10. To elect representatives to the following committees:

a) **Village Hall Committee**

RESOLVED: It was unanimously agreed that Cllr S Giles would be the representative.

b) **Village Pond Committee**

RESOLVED: It was unanimously agreed that Cllr J Wells would be the representative.

c) **Playing Field Committee**

RESOLVED: It was unanimously agreed that Cllr S Stevens would be the representative.

d) **Avon Local Council’s Association**

RESOLVED: It was unanimously agreed that Cllrs S Stevens and K Pool would be the representatives.

30/05/2022 – No 11. To consider any planning applications received:

a) **22/02640/HH - Erection of a two-storey rear extension to form additional living accommodation. – Lower Cottage Dunsdown Lane West Littleton South Gloucestershire SN14 8JB.**

RESOLVED: It was unanimously agreed to raise no objections to this planning application.

b) **Any planning applications received after the agenda had been issued.**

None received.

30/05/2022 – No 12. To consider the readoption of the following unchanged policies and procedures:

a) **Standing Orders**

b) **Financial Regulations**

c) **Equality and Diversity Policy**

d) **Safeguarding Children and Young People and Vulnerable Adults Policy**

e) **Code of Conduct for Members**

f) **Grant Awarding Policy**

g) **Planning Applications Procedure**

h) **GDPR and Privacy Policy**

i) **Health and Safety Policy**

RESOLVED: It was unanimously agreed to readopt all of the policies.

30/05/2022 – No 13. To carry out the Annual Review of Tormarton Parish Council’s Asset Register.

RESOLVED: It was unanimously agreed to defer this to the next meeting.

30/05/2022 – No 14. To carry out the Annual Review of Tormarton Parish Council’s Earmarked Reserves.

RESOLVED: It was unanimously agreed to defer this to the next meeting.

TORMARTON PARISH COUNCIL

30/05/2022 – No 15. To appoint an internal auditor for the financial year ending 31st March 2023.

RESOLVED: It was unanimously agreed to appoint Auditing Solutions LTD.

30/05/2022 – No 16. Tormarton Parish Council Finance:

- a) **To receive the bank reconciliations, bank statements, income, expenditure and monthly accounts report for the financial year ending 31st March 2022.**
- b) **To receive the bank reconciliation and bank statements for April 2022.**
- c) **To receive the income, expenditure and monthly accounts reports for April 2022.**

RESOLVED: It was unanimously agreed to approve the statements.

- d) **To consider earmarking the Community Infrastructure Levy (CIL) monies of £1682.47**

RESOLVED: It was unanimously agreed to refer this to the Clerk, when he attends the next meeting, to clarify whether the CIL monies need to be spent or allocated.

30/05/2022 – No 17. To review Tormarton Parish Council's Annual Report for 2021/2022 and agree to publish the report.

RESOLVED: It was unanimously agreed to defer this to the next meeting.

30/05/2022 – No 18. To carry out the yearly progress review of Tormarton Parish Council's Three-Year Plan, focusing on 2021/2022:

- a) **Road Safety and Road Maintenance throughout our Villages.**
- b) **Planning in Our Villages.**
- c) **Biodiversity in our Villages.**
- d) **Community Engagement.**
- e) **Community Groups.**
- f) **Finance, Democracy, Governance and Development**

RESOLVED: It was unanimously agreed to defer this to the next meeting.

30/05/2022 – No 19. To receive updates from members on ongoing Parish issues:

- a) **Update on Traffic Order Schedule from South Gloucestershire Council.**

There has been considerable delay in installing the Vehicle Activation Signs in Tormarton. Cllr S Reade requested that the Clerk forward to him the last email to SGC regarding installing the system and he will chase up.

- b) **Community Speed Watch.**

RESOLVED: It was unanimously agreed to remove this from the agenda.

- c) **Tormarton & West Littleton "Blackspots".**

- d) **Tormarton Village Events Parking.**

These items were considered together. Stonewood have reverted to parking on Church Road again despite agreement to park at Playing Fields. John Wells to provide contact at Stonewood for Clerk to communicate with Stonewood. No further information on the speed limit on the Tormarton to Marshfield Road and/or danger at Shirehill.

- e) **Parish Newsletter.**

Cllr J Wells happy to continue putting newsletter together for coming months.

- f) **Majors Retreat.**

TORMARTON PARISH COUNCIL

The Council noted that the pub had been sold. Further information to follow.

g) Local Nature Action Plan.

No update was given.

h) A46 Car Park.

Cllr S Stevens has written to Cllr Toby Savage asking for clarification as to who owns the land at JCT 18, M4, what is its planning status and if there has been any change recently in its planning status. No response has been received. Cllr S Reade to take this up with Cllr Toby Savage and request a response to the Parish Council.

i) The Queen's Platinum Jubilee 2022 Event.

Events will take place on Sun, 5 June in both Tormarton and West Littleton.

j) Any items considered urgent as directed by the Chairman or the Clerk.

Neighbourhood Plan - It was agreed at the last meeting that the Parish Council would review and discuss the viability of a Neighbourhood Plan. Cllr S Reade recommended that contact be made with Danny Dixon of SGC to request a scoping conversation via zoom call to establish what a 'light' Neighbourhood Plan could look like.

30/05/2022 – No 20. To receive an update from the following committees:

a) Village Hall Committee.

Cllr S Stevens attended last meeting. Waiting for Minutes to be circulated and date of next meeting.

b) Village Pond Committee.

Some progress with Wessex Water regarding silt build-up and will be ongoing.

c) Playing Field Committee.

In good shape, health bank balance, village sports day to be held in August with music and BBQ.

30/05/2022 – No 21. To set the date of meetings of Tormarton Parish Council for 2022 and 2023 as below:

Monday 4th July 2022 at 7:30pm

Monday 5th September 2022 at 7:30pm

Monday 3rd October 2022 at 7:30pm

Monday 7th November 2022 at 7:30pm

Monday 5th December 2022 at 7:30pm

Monday 6th February 2023 at 7:30pm

Monday 6th March 2023 at 7:30pm

Monday 3rd April 2023 at 7:30pm

Monday 15th May 2023 at 7:30pm.

RESOLVED: It was unanimously agreed to hold the meetings on the dates above.

The meeting was closed by the Chairman at 21:00.