



# Oldbury on Severn Parish Council

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I hereby give notice of a **Meeting of the Council** to be held on  
**Tuesday 2<sup>nd</sup> March 2021 at 7.00pm** via the Zoom video conferencing platform.

Members are summoned to attend for the purposes of considering and resolving upon the business to be transacted as set out below.

*V Bailey, Clerk*

## **JOINING INSTRUCTIONS**

Join Zoom Meeting:

<https://us02web.zoom.us/j/89173778461?pwd=MVF4NWs3U1d6UzBDbFc4SW5Zb2FjQT09>

Meeting ID: 891 7377 8461

Passcode: 234115

To join by phone, please dial 0131 460 1196 and enter the above meeting ID and password when prompted.

For further assistance with joining this meeting, please contact the Clerk as above.

Please note that the meeting may be recorded; any recording will be deleted once the draft minutes have been produced.

## **AGENDA**

- |        |                                                                                          |              |
|--------|------------------------------------------------------------------------------------------|--------------|
| 7.00pm | <b>1. To receive apologies for absence</b>                                               |              |
|        | <b>2. To receive Agenda declarations of interest and dispensation requests</b>           |              |
|        | <b>3. To approve minutes of last council meeting held on 5<sup>th</sup> January 2021</b> |              |
| 7.05pm | <b>4. Public Forum</b>                                                                   |              |
| 7.15pm | <b>5. To receive Chair's Report</b>                                                      |              |
| 7:25pm | <b>6. Parish Council Administration</b>                                                  | <b>Clerk</b> |
|        | 6.1 Review the draft Strategic Plan and agree further action                             |              |
|        | 6.2 To note decisions taken under delegated powers since the last council meeting        |              |

**To note delegated decisions taken by the Clerk since the last meeting**

The following decisions were noted:

<b>Date</b>	<b>Subject</b>	<b>Decision(s)</b>
21/02/21	VB to attend an ALCA 'Year End Accounts and Audit' course 11 <sup>th</sup> March online at a cost of £30	KS agreed
23/02/21	VB would like to attend ALCA 'Introduction to VAT for Local Councils' online for £30 – would this be approved if there are still spaces left?	
07/01/21	VB phone bill expenses Oct 20 – Jan 21 £19.50	Has been paid under agreed expenses
02/02/21	VB purchased a laminator and pouches £34.98	As agreed at the last Full Council 05/01/2021
23/02/21	Stationary purchased (envelopes £3.70 11/02/21 and stamps £15.84 on 23/02/21 Total £19.54	Has been paid under agreed expenses
16/02/21	VB provided KS with evidence of overtime as she has 25.5 hours owed since beginning in October 2021 unpaid. Due to the workload it's not possible to take off as lieu. KS instructed VB to write a cheque for the outstanding £266.22 owed.	

6.3 To discuss dog bin collection

6.4 To discuss Localism Contract and grass cutting

6.5 To discuss Queen's Platinum Jubilee 2-5 June 2022

7.45pm

**7. Finance**

**Clerk**

7.1 To note budget statement

7.2 To note receipts

<b>Voucher</b>	<b>Code</b>	<b>Date</b>	<b>Description</b>	<b>Supplier</b>	<b>Total</b>
17	12	15/02/2021	Olveston Parish Council's Share of VAS	Oldbury on Severn Parish Council	£1538.10
18	21	01/02/2021	Busy Bees Room Hire	Busy Bees Preschool	£283.88

**Note: We are awaiting imminent payment of £567.90 from Horizon for a dog bin at the Windbound site**

7.3 To approve/note payments (please open attachment Paper 6 for a larger view)

23 February 2021 (2020-2021)

Oldbury on Severn Parish Council  
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
110	Salaries	07/01/2021	OPC2020-11.7.2	Current Account	1038	Clerk's salary	Oldbury on Severn Parish Co	E	546.88	0.00	546.88
109	Other Professional Services	07/01/2021	OPC2021-01-6.5	Current Account	1037	Tree Survey	Wotton Tree Consultancy	S	208.33	41.67	250.00
108	Website & IT	07/01/2021		Current Account	1036	Phone Line Rental	Virgin Media	X	19.50	0.00	19.50
112	Home working allowance	13/01/2021		Current Account	1040	Clerk home working allowance	Oldbury on Severn Parish Co	E	10.00	0.00	10.00
113	Salaries	13/01/2021		Current Account	1041	Clerk's overtime	Oldbury on Severn Parish Co	E	83.52	0.00	83.52
130	Maintenance	17/01/2021		Current Account	DD070	Phone Line Rental	BT	S	29.50	5.90	35.40
114	Office & Stationery	19/01/2021	COM14/12/2020	Current Account	1042	Poster imagery	Keep Britain Tidy	S	84.00	16.80	100.80
111	PFC Maintenance & Cleaning	27/01/2021		Current Account	1039	Cleaning	Elite Hygiene Services	S	190.00	38.00	228.00
116	Training & Subscriptions	29/01/2021		Current Account	1044	Membership subscription	SLCC	E	136.00	0.00	136.00
115	Room hire	29/01/2021		Current Account	1043	Zoom Pro account	Zoom Video Communications	S	11.99	2.40	14.39
122	PFC Utilities & fuel	29/01/2021		Current Account	DD069	LPG fuel tank fill	Avanti Gas	S	69.93	13.99	83.92
117	Training & Subscriptions	29/01/2021		Current Account	1045	Training	ALCA	X	30.00	0.00	30.00
132	PFC Utilities & fuel	01/02/2021	OPC2020-07-9.6	Current Account		Water supply	Water2business	E	41.00	0.00	41.00
118	PFC Maintenance & Cleaning	02/02/2021		Current Account	1046	Grass cutting	Complete Weed Control	S	75.00	15.00	90.00
119	PFC Maintenance & Cleaning	02/02/2021		Current Account	1046	Grass cutting	Complete Weed Control	S	75.00	15.00	90.00
120	Office & Stationery	02/02/2021	OPC2021-01-7.7	Current Account	1047	Stationery	Amazon EU	S	29.15	5.83	34.98
123	PFC Maintenance & Cleaning	07/02/2021		Current Account	1048	Cleaning	Elite Hygiene Services	S	159.60	31.92	191.52
124	Room hire	07/02/2021		Current Account	1049	Dog bin installation	South Gloucestershire Council	S	473.25	94.65	567.90
125	Salaries	11/02/2021	OPC2020-11.7.2	Current Account	1050	Clerk's salary	Oldbury on Severn Parish Co	E	544.88	0.00	544.88
126	Home working allowance	11/02/2021		Current Account	1051	Clerk home working allowance	Oldbury on Severn Parish Co	E	10.00	0.00	10.00
127	Office & Stationery	11/02/2021		Current Account	1052	Stationery	One Stop Stores	S	3.08	0.62	3.70
128	Other Professional Services	11/02/2021		Current Account	1053	Localism contract	South Gloucestershire Council	S	62.19	12.44	74.63
129	Room hire	16/02/2021		Current Account	1054	Zoom Pro account	Zoom Video Communications	S	11.99	2.40	14.39
131	Maintenance	17/02/2021		Current Account	DD031	Phone Line Rental	BT	S	29.50	5.90	35.40
<b>Total</b>									<b>2,934.29</b>	<b>302.52</b>	<b>3,236.81</b>

7.55pm

**8. Planning applications**

**Cllr Griffiths**

8.1 To note/approve responses to planning applications received

The following planning applications were noted and responses noted/agreed:

Reference	Location/Address	Details of Application	OPC response
P21/00723/F	Holt Farm Shepperdine Road Oldbury On Severn South Gloucestershire BS35 1RJ	Demolition of existing hay barn. Erection of 1 no. agricultural building for the storage of machinery and fodder	

8.2 To note SGC decision notices

The following SGC decisions were noted:

Reference	Location/Address	Details of Application	OPC response	SGC decision
P20/24122/F	Box Tree Cottage Kington Thornbury South Gloucestershire BS35 1PJ	Erection of detached double garage	No comment	Approve with conditions
P20/23824/F	Xenia Oldbury Naite Oldbury On Severn South Gloucestershire BS35	Conversion of 1no. agricultural building to 1no. residential dwelling with associated works	No comment	Refusal

	1RU			
P20/23998/F	Meal House Oldbury Naite Oldbury On Severn South Gloucestershire BS35 1RU	Erection of a two storey side extension to form additional living accommodation	No comment	<b>Withdrawn</b>
P20/24023/F	River View Westmarsh Lane Oldbury On Severn South Gloucestershire BS35 1QE	Erection of a detached single storey outbuilding to form garage	No objections	<b>Approve with conditions</b>

- 8.00pm      **9. Flooding & Planning Committee**      **Cllr Sullivan**  
9.1 To note minutes of meeting held on 20<sup>th</sup> January 2021  
9.2 Please read Paper 7 on the 'Right to Regenerate' and if possible please have responses to questions 1 – 11 ready. I have spoken with NALC; they have granted us an extension so we can contribute to it as this issue may impact on Oldbury on Severn in the future.
- 8.10pm      **10. Neighbourhood Development Plan committee**      **Barry Turner**  
10.1 To receive committee report
- 8.20pm      **11. Nuclear**      **Cllr Sullivan**  
11.1 To receive NNB sub committee report  
11.2 To receive Site Stakeholder Group report
- 8:25pm      **12 Communications committee**      **Cllr Bedford**  
12.1 To note the minutes of meeting held on 8<sup>th</sup> February 2021
- 8:35pm      **13 Playing Fields committee**      **Cllr Sullivan**  
13.1 To note minutes of meeting held on 7<sup>th</sup> February 2021  
(minutes not yet received)
- 8.45pm      **14. Highways & Road Safety**      **Cllr Jennings**  
14.1 To note the minutes of meeting held on 2<sup>nd</sup> February 2021

