



LONG ASHTON PARISH COUNCIL

Deputy Clerk: Hannah Harwood
Telephone (01275) 393551
Email: clerk@longashtonparishcouncil.gov.uk

Long Ashton Community Centre
Keedwell Hill, Long Ashton
Bristol, BS41 9DP

Council Meeting

Dear Councillor

You are hereby summoned to a Full Council meeting to be held on Monday 21st November 2022 at **7.30pm** at *The Jubilee Pavilion, Keedwell Hill, BS41 9DP.*

Hannah Harwood, Deputy Clerk
16th November 2022

Members of the public wishing to attend this meeting please book a space
clerk@longashtonparishcouncil.gov.uk

As per the Council's Standing Orders, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend only during the time designated for public participation. In exceptional circumstances, the chair may permit further public participation. The period of time designated for public participation at a meeting shall not exceed 30 minutes, this will be limited to 5 minutes per speaker. The chairman of the meeting may direct that a written or oral response be given.

Participation should be requested in advance by contacting the Clerk to ensure appropriate time is made available.

A G E N D A

- 1. Apologies for Absence LGA 1972 s85(1)**
To receive and accept apologies for absence.
- 2. Declarations of Interests and Grant of Dispensations**
To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). *(NB this does not **preclude** any later declarations).*
- 3. Confirmation of Minutes**
That the minutes of the Parish Council meeting held on 5th September 2022 are approved as a correct record and signed by the Chairman. LGA 1972, Schedule 12, paragraph 41(1).
- 4. Civility & Respect Pledge**
To pass a resolution to sign up to the National Association of Local Council (NALC) and Society of Local Council Clerks (SLCC) Civility and Respect Pledge.
- 5. Co-option**
To consider the applications received for co-option onto Council and to resolve to co-opt up to four members. If each vacancy receives a single application, the eligible applications will be deemed successful, and the applicants will be co-opted onto the Council.

Each new Councillor will immediately sign the declaration of acceptance and select which of the Council's committees they would like to join. If spaces are available, the Council will confirm these membership requests.

6. Public Artwork – Chancellor's Park

To consider and approve an artist for public artwork at Chancellor's Park at a cost of up to £24,000 (EMR 331 -S106 Taylor Wimpey Areas). *This decision was deferred to Full Council by September Environment Committee to ensure the maximum number of councillors are involved.*

7. May Elections

To agree to publicise the elections that will take place in May 2023 and to provide information for those willing to stand for election.

8. Internal & External Audit

- a) To note the annual return of the external audit 2021/2022.
- b) To approve the appointment of the external auditor. Approval is required to opt-in to the SAAA sector led auditor appointment regime for the next 5-year appointing period 2022-2023 until 2026-2027.
- c) To note the report from the interim internal audit and agree to delegate to the F&GP committee for a detailed review.

9. Health and Wellbeing working group

To discuss and agree actions to be taken forward from the Health and Wellbeing working group report of the analysis from the two consultations with the community about the concept of a Healthy Village.

10. Library working group (Paper)

To approve an updated use of EMR Library (£50,000) to create a community library/community hub within the community centre. A working group will be established to come back to Council with proposals that will include representatives from LACA and other relevant organisations.

11. Working Groups

- a) To receive reports from the following groups:
 - o Youth Club
 - o Skatepark working group
 - o Newsletter working group
 - o LACA joint working group
 - o LULA working group
- a) To approve a quote for the 17 Christmas trees required for the village. If a quote is unavailable, the Council is asked to approve expenditure of up to £1000 by the Clerk to enable all preparations to be made for the Christmas light switch on.
- b) To agree to remind local businesses to cover the cost of their small Christmas tree, by providing a donation to the Parish Council.

12. Long Ashton Community Centre

- a) To consider LACA's request to release further funds from the Council's LACA maintenance grant £36,300 (balance £24,300) to cover operational costs. The request from LACA is for £28,500 which would mean the release of additional funds from the EMR 351 – Community Centre (£34,981).

- b) The proposal for Council is that the balance of the budgeted maintenance grant £24,300 will be released in staged payments of £12,300 in November and subject to the following conditions being met, the remaining £12,000 can be paid in January. The Clerk, Chair, Vice-chair and Chair of F&GP will approve the final payment if these conditions are met.
 - i) Maintenance plan
 - ii) Regular monthly accounts
 - iii) CIO application
 - iv) Recovery plan
 - v) Evidence of active steps to source alternative funding
- c) To approve taking legal advice regarding LACA ownership and lease of the Community Centre of up to £2000 to be taken from Professional fees (£7,000).

13. Councillor Motion – Memorial Stone

To consider whether the Parish Council should take the lead role in promoting the possibility of the construction of a lasting memorial to celebrate the life and times of Queen Elizabeth the second. The construction of a memorial stone is suggested.

To consider and agree whether to set up a working party to investigate the feelings of villagers and prepare a detailed discussion paper.

14. Date of the next meeting

To note that the next scheduled meeting of the Parish Council to be held on Monday 23rd January 2023 at 7.30pm

15. Exclusion of Press and Public

Recommended – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider staffing and commercial matters.

16. Staffing sub-committee

To approve the following recommendations from the staffing sub-committee:

1. That the Deputy Clerk & RFO be promoted to Clerk & RFO effective from the 1st October 2022, the salary increase to SCP point 34 will be backdated accordingly. As per the contract of employment an additional 2 hours per week for CiLCA training will become effective once training has commenced in early 2023.
2. That the Admin & Committees Clerk should be promoted to Assistant Clerk with a salary and of SCP 18-23 (starting on point 18), effective from the 1st October 2022.

To Note - The national pay negotiations for NJC staff for 2022/23 reached agreement on 1st November 2022 with headline details to include a flat rate increase on all spinal column points of £1925, backdated to 1 April 2022. In addition, with effect from 1 April 2023, an increase of one day to all employees' annual leave entitlement (pro rata for part-time employees).

17. IT support

To agree to extend the current IT support by 10 hours at the cost of £500.