

AUST PARISH COUNCIL
MINUTES OF A COUNCIL MEETING

Held on Tuesday 10th June 2025 @ 7:30pm at Elberton Village Hall

Present: Councillors Ian Jenkins (vice-chairman), Heather Bayston, Julian Cooper, David Spratt

In attendance: None

Clerk: Emma Pattullo

Approved at the subsequent meeting held on 8th July 2025.

Signed copy held by the Clerk.

2025-03-1 To receive apologies

Apologies were received from Cllrs Steve Meredith, Jeremy Warren and Anne Wiseman.

South Glos. Council ward councillors Matthew Riddle and Tony Williams had also sent apologies.

2025-03-2 To receive declarations of Interest and requests for dispensations

There were no declarations of interest or dispensation requests.

2025-03-3 Public Forum

No members of the public were present.

2025-03-4 To approve the minutes of the last meeting held on 13th May 2025

It was resolved that the minutes of the previous meeting held on 13th May 2025 be approved as a correct record. The minutes were signed by the Vice-Chair.

2025-03-5 Parish matters for decision

2025-03-5.1 To receive an update on the application for Village Green status and any other matters concerning Littleton Pond

Cllr Cooper reported that he is still gathering evidence to support the application for Village Green status.

Ward Cllr Riddle had reported that the application for a sewage package treatment plant with discharge to the pond is still being assessed under Building Control regulations. The SGC officer has also contacted the Environment Agency to clarify the requirements for environmental permitting.

2025-03-6 To note items of report

2025-03-6.1 To receive the clerk's report

The clerk reported on matters not otherwise covered on the agenda:

- Certificate of exemption has been submitted to external auditor and acknowledged;
- Public rights notices have been posted on the noticeboards and website. No enquiries have been received to date;
- Cllr Bayston has agreed to take minutes at next month's meeting as the Clerk is not available.

2025-03-6.2 To receive any reports from councillors

Cllr Cooper reported that there has been some public concern in Littleton around a planning enforcement issue. The clerk advised that this is not a parish council matter and that councillors should ensure any opinions they express are clearly given in a personal capacity.

2025-03-7 Planning

2025-03-7.1 To note applications received and resolve response

The following applications were noted and responses resolved as recorded:

- i. P25/01213/PNGR - Building off Passage Road, Aust - Prior notification of a change of use from Agricultural Building to 2 no. residential dwellings (Class C3) as defined in the Town and

Country Planning (Use Classes) Order 1987 (as amended) to include operational development.
RESOLVED: *No objection.*

2025-03-8 Council administration

2025-03-8.1 To agree arrangements for the Clerk's annual performance review

It was RESOLVED that the Clerk and Chairman will meet during August to carry out a performance review.

2025-03-8.2 To consider and adopt an IT policy

The draft policy was considered and it was RESOLVED that it should be adopted with the following amendments:

- The training section will be amended to "Councillors and staff will be briefed annually on key aspects of email and data security."
- The review frequency will be amended to two years.

2025-03-9 Finance

2025-03-9.1 To note payments made under prior approval

The following payments, made under the given prior approval, were noted:

Item	Amount	Minute (where applicable)
Clerk's salary & home working allowance for the month to 16th May 2025	£299.72	2025-05-10.9
Zurich – insurance premium	£241.00	2025-05-9.3
South Glos. Council – emptying of litter bin Q1	£51.39 + VAT	2025-05-10.9
Unity bank charges May	£ 6.00	2025-05-10.9

There were no new payments for approval.

2025-03-10 To review correspondence received and determine response

2025-03-10.1 Great British Nuclear – plans for new nuclear power station at Oldbury

Noted.

2025-03-11 To consider responses to consultations received

2025-03-11.1 South Glos. Council – Dementia Strategy 2025

RESOLVED: No comment.

2025-03-12 Any other minor matters for discussion (no decision required) or items for next agenda

Cllr Bayston noted that she, along with Sally Pattison from the "Linking the Levels" project, is leading a walk and biodiversity survey at Woodwell Meadows on Friday 13th June. Sally has offered to get SGC staff to chip and remove the large pile of scrub cuttings which has been gathered.

2025-03-13 Meeting closure

The meeting closed at 8:12pm.

The next meeting of the Council will be held on Tuesday 8th July 2025.

Items for the agenda should be with the Clerk by 26th June.

Signed on approval:(Chairman)