

**Minutes of a meeting of Wrington Parish Council
held on Wednesday 19 June 2024**

Parish Cllrs present: Maria Abdul-Wahab, Georgie Bigg, Joachim Steinbach, Barrie Taylor (Vice-Chair), Deborah Yamanaka (Chair), Laurie Vaughn, Toby Woolway.
Clerk: Fiona Burke
In attendance: Rev'd David Gent

1. To receive apologies for non-attendance and to approve the reasons where appropriate.
Apologies were received and noted from Cllr Morgan and District Cllr Tom Daw.
2. To receive declarations of Disclosable Pecuniary Interests (DPI) related to agenda items and to receive any amendments to the Register of interests.
No Declaration of interests were received.
3. To confirm and sign as a true record the minutes of the meeting held on 15 May 2024.
The minutes were signed and approved as a true record.
4. To adjourn the meeting for Public Participation.
Rev'd Gent informed the Council that he had been in contact with the General manager of the Holiday Inn regarding the email received from them about having an input in the local Community. He will be meeting with the manager in the coming weeks.
Then to reconvene the meeting
5. To note items of correspondence received and requiring possible action:
 - a. Email from the General Manager of the Holiday Inn Bristol Airport.
This was noted, the Clerk explained that it had already been sent on to various local groups.
 - b. Email from NSC's Wildlife and Woodland Expansion Officer regarding the possibility of planting a 'Tiny Forest' on PC owned land. This was noted. The Council were not sure if it owned any land where a 'Tiny Forest' could be accommodated. The Clerk to enquire how many trees would need to be planted for this and also to suggest he contacts local farmers.
 - c. Email from Trevor Parnham asking for assistance towards the costs of running the village website (previously discussed in January 2023 PC meeting).
It was agreed to pay for the hosting and domain fees (up to a maximum of £500), once receipts for these had been received. To consider any further assistance towards the village website for next year's budget.
6. To receive the Clerk's report. The Clerk gave a brief verbal report.
7. To consider reports from the following groups and to finalise membership to these:

- a. Bristol Airport update/Aviation, Cllr Steinbach
Cllr Steinbach updated the Council on a report from the Airport Accidents Investigation Branch (AAIB) regarding an incident on 4 March, 2024. He would update the Council further on this after the next Airport Consultative Committee meeting.
 - b. MVMP Patient Participation Group (PPG), Cllr Bigg.
Cllr Bigg reported that the PPG have started an online PPG session where they give a summary of what was discussed at the face to face, full PPG meeting
 - c. Wrington Recreational Facilities. The Clerk confirmed that a meeting would be taking place with a sports consultant on site shortly to consider options for the MUGA.
 - d. Environment, Highways and Neighbourhood Plan. Cllr Abdul -Wahab confirmed that she would be happy to join this working group.
 - e. Wrington Sports and Social Club (WSSC). A report from a recent meeting had been received with the papers.
 - f. Allotments. Cllr Bigg confirmed that she would be happy to join the allotments working group.
8. To receive the Finance report to authorise payments recommended for approval. Copies of the report circulated separately.

Memorial Hall – Investment income paid on behalf of the Parish Trust	£261.86
Redhill Village Hall - Investment income paid on behalf of the Parish Trust	£87.29
Clear Councils – insurance renewal 2024/25	£3,534.56
DCK Accounting Solutions – year end closedown and preparation of 2023/24 accounts	£1,077.24
Aqua Washroom Solutions Ltd – servicing of sanitary bins at Broad Street public toilets, 2 nd quarter 2024/25	£20.10
Young Bristol – Youth Club on Wheels, May-July (funded by Gatcombe Croft CIL)	£3,000.00
Greenslade Taylor Hunt – rent for the Glebe Field, 2 nd quarter 2024/25	£100.00
Green Mantle (Ecosophy) Ltd – installation of steps and bench at Prestow Wood Nature Reserve (funded by Enovert grant)	£4,796.43
Chewton Tree & Garden Services – tree works at Prestow Wood Nature Reserve (funded by Enovert grant)	£1,170.00
Panda Telecom Ltd – repairs to streetlight C4 on High St	£150.60
Pro-Heating Services Ltd – repairs to allotment taps (funded by Cox's Green S106)	£153.60
Fountain Timber – play bark for use at Church Walk play area	£432.42
Aquablast Drain Services Ltd – plumbing repairs to Broad Street public toilets	£138.00
K & E Property Maintenance – dog bin emptying, May	£462.00
North Somerset Council - monthly inspection of play areas, June	£28.80
Oak Accountancy Services Ltd – internal audit 2023/24	£492.00
Assistant Clerk – reimbursement following purchase of PPE equipment for use by Parish Orderly (£12.79), subscription to Survey Monkey (£75.00, to be funded by Cox's Green S106), spare keys (£5.00), office stationery (£17.56) and rubbish removal from the Memorial Hall and allotments	£438.35
Regular payments:- cleaning of Broad Street toilets (Debbie Heal), Avon Pension Fund and HMRC (Tax & NI 2 nd quarter 2024/25) and salaries for Clerk, Assistant Clerk & Parish Orderly.	
Travis Perkins – rake and scraper for use by Parish Orderly (paid)	£56.32
Great Western Air Ambulance Charity – grant (paid)	£500.00

Resolved: To approve the payments.

9. To consider the following proposed expenditure and/or Working Group recommendations:
 - a. To agree to grant permission to WSSC to install bi-fold doors in the pavilion, as recommended by the WSSC Working Group.
Resolved: To agree that WSSC could apply to NSC for planning permission for the installation of bi-fold doors. It was further agreed that, once planning permission had been granted (or if NSC confirmed planning permission was not required), WSSC could then install the doors.
 - b. To consider and agree a contribution amount towards the costs of running the village website, as per the email under correspondence.
This had been agreed under item 5c.
 - c. To agree to purchase a battery-powered pressure washer, bowser and trolley at an estimated cost of £300-£350 to enable the play area surfaces and benches to be cleaned and maintained for health and safety reasons and as recommended by our play inspector.
Resolved: To agree to this expenditure.
10. To consider the internal audit report and note any recommendations. The internal audit report had been circulated previously to all Councillors. Councillors considered the report and noted the recommendation that an updated format of the asset register would be beneficial.
11. To confirm that there are no conflicts of interest with the Council's external auditor, BDO LLP.
Resolved: to confirm that there are no conflicts of interest.
12. To approve the Annual Governance Statement for the Annual Return in advance of submission to the External Auditor.
Resolved: To approve the Annual Governance Statement.
13. To approve the Accounting Statements for the year ended 31 March 2024.
Resolved: To approve the Accounting Statements.
14. To receive matters for information and items for possible consideration at the next meeting of the Council.
No matters were received.

There being no further business the meeting was closed at 8.45pm.