

AUST PARISH COUNCIL
MINUTES OF A COUNCIL MEETING

Held on Tuesday 14th April 2026 @ 8:30pm at Elberton Village Hall

Present: Councillors Steve Meredith (chairman), Heather Bayston, Julian Cooper, Ian Jenkins, David Spratt, Anne Wiseman

In attendance: South Glos. Council (SGC) Ward Councillor Tony Williams,

No members of the public

Clerk: Emma Pattullo

Please note that these minutes are draft until approved at the subsequent meeting, and may be subject to change until that time.

2025-11-1 To receive apologies

All members were present.

2025-11-2 To receive declarations of Interest and requests for dispensations

There were no declarations of interest or dispensation requests.

2025-11-3 Public Forum

No members of the public were present.

2025-11-4 To approve the minutes of the last meeting held on 10th March 2026

It was resolved that the minutes of the previous meeting held on 10th March 2026 be approved as a correct record. The minutes were signed by the Chairman.

2025-11-5 To consider co-option to the vacant council seat

No candidates have come forward for co-option.

2025-11-6 To note items of report

2025-11-6.1 To receive the clerk's report

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

- Trial of the new digital system for audit submissions has been delayed – the system should be ready for use by the June meeting
- Councillors are reminded that when replying to planning applications as a private individual, this should be made clear and no indication given that their response represents that of the council as a whole
- Council resolved in November to make a donation of £50 to CPRE but this was accidentally missed from that month's payment run; it will be paid this month.
- Submitted VAT reclaim of £220 for the last financial year

2025-11-6.2 To receive any reports from councillors

Cllr Cooper reported that a resident had complained to the Environment Agency regarding their handling of the suspected sewage discharge into Littleton Pond. The EA have notified the property owner on two occasions that an application for consent to discharge is required, but no such application has been made and the EA claim they do not have the resources to carry out enforcement action. It was RESOLVED that the clerk should write to Claire Young MP to ask her to intervene.

2025-11-7 Planning

2025-11-7.1 To note applications received and resolve response

The following applications were noted and responses resolved as recorded:

- i.P26/00582/PNGR - Link Farm Barn 1, Redhill Lane, Elberton - Prior notification of a change of use from Agricultural Building (Barn 1) 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*

- ii. P26/00583/PNGR - Link Farm Barn 2, Redhill Lane, Elberton - Prior notification of a change of use from Agricultural Building (Barn 2) to 1 no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include operational development. *RESOLVED: No objection*

2025-11-7.2 To note the following SGC planning decisions

- i. P26/00333/F - Beluga House Whale Wharf Lane Littleton Upon Severn - Change of use of building to (Class F1(a)) Provision of Education with ancillary office use, as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended.) *Application withdrawn.*
- ii. P26/00104/F - Land Off Bond Lane Sweet Water Lane Elberton - Construction of an agricultural access track (retrospective). *SGC decision – Approved with conditions.*

2025-11-7.3 To note arrangements for the SGC Local Plan examination

The proposed Local Plan will be subject to examination by the Planning Inspectorate from 19th May at Kingswood Civic Centre. Previous written submissions will be considered by the Inspectors.

2025-11-8 Council administration

2025-11-8.1 To note compliance with GDPR and Freedom of Information Act requirements

The clerk reported that there have been no GDPR breaches, Subject Access Requests or Freedom of Information Act requests during the past year, and that GDPR requirements have been met.

2025-11-8.2 To review and re-adopt the Data Protection Policy

It was RESOLVED that the Data Protection Policy (v1.1) should be adopted as presented.

2025-11-8.3 To review and re-adopt the Privacy Notices

It was RESOLVED that the Privacy Notices for the general public and for staff/councillors (both v2.1) should be adopted as presented.

2025-11-9 Finance

2025-11-9.1 To receive the end of year financial summary

The end of year financial summary (including summary accounts, end of year bank reconciliation, budget monitoring report, end of year reserves and draft Accounting Statements) was NOTED.

The bank reconciliation and accompanying statements were checked and signed by Cllr Cooper.

2025-11-9.2 To resolve that the council should declare exemption from external audit for the financial year 2025-26

Having confirmed that both income and expenditure were below £25k, and that no qualifications were raised on the previous year's audit, it was RESOLVED that the council should declare exemption from external audit for the 2025-26 financial year. Accordingly, audit form 2 will be prepared for approval at the June meeting.

2025-11-9.3 To note receipts

The following receipts were NOTED:

Item	Amount
Bank interest Q4	£64.29

2025-11-9.4 To note payments made under prior approval

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

Item	Amount	Minute (where applicable)
Staff costs for month to 16 th March 2026	£313.80	2025/09/9.4
Unity Trust – banking charge March	£7.00	2025/05/10.9
Information Commissioner's Office - Data Protection registration fee	£47.00	2025/05/10.9

2025-11-9.5 To approve payments

The following payments were resolved to be made via bank transfer. A record of authorisation will be held by the Clerk.

Item	Amount	Power to spend
ALCA subscription 2026-27	£157.64	LGA 1972 s143

2025-11-10 To consider responses to consultations received

2025-11-10.1 WECA “Next stop, better buses”

It was RESOLVED that the clerk should respond, explaining that the lack of any scheduled bus services within the parish was very limiting for those residents who do not have access to a car. The WestLink on-demand service can be useful, but is unreliable particularly when trying to return to Aust later in the day.

2025-11-11 Any other minor matters for discussion (no decision required) or items for next agenda

Cllr Spratt reported that there are travellers in residence at Greenacres. Cllr Matthew Riddle (SGC) has logged this with SGC Enforcement, as there is a long-standing enforcement notice in place preventing residence on the site.

2025-11-12 Meeting closure

The meeting closed at 9:01 pm.

The next meeting of the Council will be held on Tuesday 12th May 2026.

Items for the agenda should be with the Clerk by 5th May.

Signed on approval:(Chairman)

