AUST PARISH COUNCIL

MINUTES OF A COUNCIL MEETING

Held on Tuesday 8th September 2026 @ 7:30pm at Elberton Village Hall

Present: Councillors Steve Meredith (chairman), Heather Bayston, David Spratt, Robert Taylor, Anne Wiseman

In attendance: Ward Councillor Tony Williams (SGC), no members of the public

Clerk: Emma Pattullo

Approved at the subsequent meeting held on 13th October 2026.
Signed copy held by the Clerk.

2026-09/1 To receive apologies

Apologies were received from Cllrs. Julian Cooper and Ian Jenkins.

2026-09/2 To receive declarations of Interest and requests for dispensations

Cllr Bayston declared interest in planning application ref: P26/02014/HH as the applicant is a family member.

2026-09/3 Public Forum

No members of the public were present.

2026-09/4 To approve the minutes of the last meeting held on 14th July 2026

It was resolved that the minutes of the previous meeting held on 14th July 2026 be approved as a correct record. The minutes were signed by the Chairman.

2026-09/5 Parish matters for decision

2026-09/5.1 To receive feedback from National Highways meeting re: return of HGVs to the Severn Bridge and determine further action required

Cllr Spratt reported on the meeting he attended on 26th August. Results of traffic modelling were presented to the meeting, which showed that in normal traffic conditions the traffic lights to hold vehicles back from entering the bridge will rarely be triggered. If traffic is held, modelling suggests that any queueing will be minimal as the traffic lights will only be red for 30-60 seconds whilst heavy vehicles cross the suspension part of the bridge.

There is expected be an increase in traffic queuing on the off-slip down to the roundabout (adjacent to Sandy Lane) due to all HGVs being required to leave the M48 at J1 and go via the roundabout to rejoin the M48 to access the bridge. No additional queuing is forecast for the B4461.

Cllr Spratt raised concerns of Aust residents regarding additional noise and pollution from the queueing vehicles on the off-slip. The National Highways project team have agreed to look into provision of a barrier between the off-slip and the adjacent houses in Sandy Lane.

The NH project team are also discussing with SGC whether the yellow box markings on the roundabout could be refreshed to try and prevent blocking of the roundabout.

Work to install equipment for the new scheme is expected to start imminently, with an opening date expected to be in December 2026.

It was RESOLVED that the clerk should request a meeting with National Highways to discuss any follow up questions and general liaison.

2026-09/5.2 To identify tasks for the Streetcare parish works team

The parish works team are due to be in Aust in October. All councillors were asked to check with residents, look around their areas and report any desired tasks to the Clerk by 23rd September.

2026-09/5.3 To request additional verge cutting by South Glos. Council

Cllr Meredith noted that many of the smaller lanes in the parish have not been cut back for a long time. Cllr Tony Williams agreed to follow up with SGC Streetcare.

2026-09/5.4 To confirm previous decision re: taking on Special Expenses costs, in light of new information from SGC

SGC have changed the terms of the Special Expenses transfer policy. Parishes now have up to three years to decide on their preferred solution. However, SGC are offering a 10% discount for parishes who sign up to have SGC manage areas on their behalf from April 2027.

It was RESOLVED that the previous decision should stand; the parish council will contract with SGC to maintain the area of grass at Orchard Drive, Aust. The estimated cost is £59 for financial year 2027/28.

2026-09/5.5 To consider response to provisional Tree Preservation Order at the White Hart, Littleton

It was RESOLVED that no response was necessary.

2026-09/6 To note items of report

2026-09/6.1 To receive the clerk's report

The clerk reported on recent actions and matters not otherwise covered:

- Councillors' published Registers of Interests have been amended to remove home addresses, as required by recent updates to the Localism Act
- The clerk and Cllr Bayston have reviewed and updated the risk assessments for the Woodwell Meadows volunteer group
- Police report was circulated – includes requests for reports of fly-tipping and of people on e-bikes wearing balaclavas

2026-09/6.2 To receive any reports from councillors

Cllr Taylor reported on a meeting held between himself, Cllrs Bayston and Cooper and a resident regarding the poultry unit at Village Farm, Elberton. The meeting was informative and a summary has been circulated to Littleton residents.

Cllr Cooper had reported prior to the meeting that there are ongoing issues of noise and disturbance to residents from the White Hart, Aust. Cllr Williams gave an update on recent planning enforcement action.

Cllr Jenkins had reported prior to the meeting that the Greenacres site at Passage Rd, Aust is still occupied. SGC planning enforcement believe there is no-one currently living there.

2026-09/7 Planning

2026-09/7.1 To note planning responses made under delegated powers

The Clerk has responded to the following applications under delegated powers:

i. P26/01169/HH & P26/00170/LB - Village Farm Village Road Littleton upon Severn - Installation of 1no pair of entrance gates. *Response: No objection*

ii. P26/01278/CLP - Lower Corston Farm Whale Wharf Lane Littleton Upon Severn - Installation of 1no. mobile compliant lodge for overnight accommodation to house equine staff during busy periods of work on the farm. *Response: Objection – the proposed unit is excessive for occasional overnight use by a farm worker and thus creates a new residential unit; it should therefore be subject to the full planning process.*

2026-09/7.2 To note applications received and resolve response

The following applications were noted and responses RESOLVED as shown:

i. P26/01808/CLP -Severn View The Green Littleton Upon Severn – Minor external alterations and installation of internal walls. *RESOLVED: No objection.*

ii. P26/01938/F - Eastfield Nurseries Village Road Littleton Upon Severn - Change of Use of land and outbuilding from Sui Generis to residential amenity land and incidental outbuilding (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). *RESOLVED: No comment – this is a technical application which the council does not have expertise to comment on.*

iii. P26/01903/F - Holly Cottage Aust Road Olveston BS35 4DE - Change of use of outbuilding to 1 no. separate dwelling (Class C3) (retrospective). *RESOLVED: No response – outside parish boundary.*

*** Cllr. Bayston left the room due to previously declared interest ***

iv. P26/02014/HH - 2 Court Cottages Redhill Lane Olveston - Erection of single storey front infill extension to provide additional living accommodation. *RESOLVED: No objection.*

*** Cllr. Bayston returned ***

2026-09/7.3 To note the following SGC planning decisions

The following SGC planning decisions were NOTED:

i. P26/00988/CLP - Eastfield Nurseries Village Road Littleton Upon Severn - Siting of Caravan to provide additional accommodation for family of Homeowners. *SGC decision: Refuse certificate of lawfulness.*

ii. P26/01225/CLE - Severn View The Green Littleton Upon Severn - Verification of building use (Class C3) for a period of time exceeding 10 years, and the installation of new wall cladding for a period of time exceeding four years prior to 25th April 2024. *SGC decision: Approve certificate of lawfulness*.

2026-09/8 Council administration

2026-09/8.1 To agree arrangements for the clerk's annual appraisal

It was RESOLVED that the Chairman should carry out the clerk's annual appraisal.

2026-09/8.2 **To note the asset register and annual asset inspection report**

The asset register and inspection report were NOTED. No action required.

2026-09/8.3 **To adopt a Health and Safety Policy**

It was RESOLVED that the Health and Safety Policy (v1.0) should be adopted as presented.

2026-09/8.4 To adopt a Planning Applications Procedure

It was RESOLVED that the Planning Applications Procedure (v1.0) should be adopted as presented except for an amendment allowing circulation of short notice applications via email or WhatsApp groups.

2026-09/9 Finance

2026-09/9.1 To note payments made under prior approval

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

Payee	Item	Amount	Prior approval
Clerk	Staff costs July	£438.12	2026-05/11.4 & 2026-07/9.4
Unity Trust Bank	Bank charges July	£ 7.00	2026-05/11.4
Clerk	Staff costs August	£313.80	2026-05/11.4
Unity Trust Bank	Bank charges August	£ 7.00	2026-05/11.4

2026-09/9.2 To approve payments

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

Payee	Item	Amount	Power to spend
ALCA	Essential Councillor training – Cllr. Taylor	£45.00	LGA1972 s.111
South Glos. Council	Bin emptying Q2	£55.17 + VAT = £66.20	Litter Act 1983 s5-6

2026-09/10 Any other minor matters for discussion (no decision required) or items for next agenda

A discussion was held around plans for management of Woodwell Meadows in the coming months. The clerk will look into possible options for replacement of the broken gate in the northwest side of the upper field. A stretch of fencing also requires repair – this will be added to the list for the Streetcare works team.

2026-09/11 Meeting closure

The meeting closed at 8:49 pm.

The next meeting of the Council will be held on Tuesday 13th October 2026.

Items for the agenda should be with the Clerk by 6th October.

Signed on approval: ……(Chairman)