AUST PARISH COUNCIL

MINUTES OF A COUNCIL MEETING

Held on Tuesday 13th October 2026 @ 7:30pm at Elberton Village Hall

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

In attendance: Ward Councillor Matthew Riddle, 6 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.

2026-10/1 To receive apologies

Apologies were received from Cllr. Anne Wiseman.

2026-10/2 To receive declarations of Interest and requests for dispensations

There were no declarations of interest or dispensation requests.

2026-10/3 Public Forum

A resident made a statement on behalf of the landlord of the White Hart, Littleton-upon-Severn.

A resident spoke in response on behalf of Littleton Cider Club.

2026-10/4 To approve the minutes of the last meeting held on 8th September 2026

It was resolved that the minutes of the previous meeting held on 8th September 2026 be approved as a correct record. The minutes were signed by the Chairman.

2026-10/5 Parish matters for decision

2026-10/5.1 Replacement of gate at Woodwell Meadows

The clerk reported that the SGC Rights of Way officer has agreed to replace the broken gate with a metal kissing gate.

2026-10/5.2 Littering from recycling lorries

The council has received reports of litter being blown out of recycling/skip lorries, particularly on the B4461. Cllr Riddle will raise with SGC officers, who may be able to take action.

2026-10/6 To note items of report

2026-10/6.1 To receive the clerk's report

The clerk reported on the following matters not covered elsewhere:

- List of jobs has been provided to the Streetcare parish works team, except for verge cutting which Cllr Riddle is following up separately.
- The last Town and Parish Council Forum meeting agenda didn't contain any issues of significance for this council so the clerk did not attend.

2026-10/6.2 To receive feedback from National Highways meeting re: return of HGVs to the Severn Bridge

National Highways (NH) are holding fortnightly meetings with local council representatives every fortnight to give updates on this work.

Cllr Jenkins attended a meeting on 25th September. Works to implement the new solution have started, but NH continue to refine the scheme. Cllr Jenkins raised local concerns and suggested that improvements could be made to help reduce the impact on Aust residents, such as repainting of the 'yellow box' markings on the roundabout and installation of barriers between the M48 off slip and the houses in Sandy Lane. Feedback following the meeting suggests that barriers are unlikely to be supported by NH, but they may be able to repaint the yellow boxes.

Cllr. Jenkins was not able to attend the latest National Highways meeting but will attend the next one if possible; otherwise another councillor will be nominated.

2026-10/6.3 To receive any further reports from councillors

Cllr Bayston reported that recent works on the M5 have led to significant amounts of extra traffic passing through Elberton. Some vehicles, particularly motorbikes, have been travelling at excessive speed. Cllr Riddle agreed to obtain data from the most recent deployment of the speed monitoring equipment and to ask that the equipment be brought back to Elberton soon. The clerk will contact the police to ask whether they can carry out speed checks.

Cllr Cooper has attended a meeting with residents and SGC officers regarding a disturbance complaint.

2026-10/7 Planning

2026-10/7.1 To note applications received and resolve response

The following applications were noted and responses resolved as recorded:

i. P26/01981/F - Stable Block at Sweetwater Lane Thornbury - Change of use of stable block and hay barn into 1no. dwelling with garage (Class C3) with associated works. *RESOLVED: No comment*

ii. P26/02116/F - Aust Headhouse Aust Cliff Aust - Erection of 1no building to form office and workshop with associated works. *RESOLVED: No objection.*

iii. P26/02157/F - Land at Redhill Lane Elberton - Demolition of 2 no. agricultural buildings. Erection of 1 no. self build dwelling with associated works. *RESOLVED: No objection in principle but comment that the scale is excessive.*

2026-10/7.2 To note the following SGC planning decisions

i. 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. *SGC decision: Refuse certificate of lawfulness*

ii. P26/02014/HH - 2 Court Cottages Redhill Lane Olveston - Erection of single storey front infill extension to provide additional living accommodation. *SGC decision: Approve with conditions*

iii. P26/01808/CLP - Severn View The Green Littleton Upon Severn – Minor external alterations and installation of internal walls. *SGC decision: Approve certificate of lawfulness*

iv. P26/01903/F - Holly Cottage Aust Road Olveston - Change of use of outbuilding to 1 no. separate dwelling (Class C3) retrospective. *SGC decision: Approve with conditions*

2026-10/8 Council administration

2026-10/8.1 To review and re-adopt the Complaints Procedure

It was RESOLVED that the Complaints Procedure should be adopted as presented.

2026-10/8.2 To consider items for inclusion in the 2027-28 budget

No items raised.

2026-10/8.3 To note the clerk's annual appraisal and consider any change to salary point

The Chairman reported that the clerk's annual appraisal was concluded satisfactorily.

It was RESOLVED that the clerk should be awarded a salary scale increase of 3 points, to point SCP11, applicable from the next pay period.

2026-10/8.4 To receive a Data Security and Data Protection update

To address the requirement for regular Data Protection training under Assertion 10 of the audit process, the council had previously resolved that the clerk should give occasional "bite-size" training and reminder sessions. Accordingly, the clerk presented an update on use of the council email system.

2026-10/9 Finance

2026-10/9.1 To receive the quarterly finance report and budget statement to end of Sep. 2026

The quarterly finance report and budget statement were NOTED. The bank reconciliation was checked and signed by Cllr Jenkins.

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2026-10/9.2 To note receipts

The following receipts were NOTED:

Source	Item	Amount
South Glos. Council	Precept – 2nd installment	£3,515.00
Unity Trust Bank	Bank interest	£61.93

2026-10/9.3 To note payments made under prior approval

The following payments under prior approval were NOTED:

Payee	Item	Amount	Prior approval
Clerk	Staff costs - September	£313.80	2026-05/11.4
Unity Trust Bank	Bank charges September	£ 7.00	2026-05/11.4

2026-10/9.4 To approve payments

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

Payee	Item	Amount	Power to spend
Clerk	Back pay following pay award	£96.44	LGA 1972 s112

2026-10/9.5 To approve a change to the clerk's salary standing order

It was RESOLVED that the bank standing order for the clerk's salary should be amended to reflect the recent pay award and amended salary scale point as agreed at item 8.3.

2026-10/9.6 To award a donation to Great Western Air Ambulance Charity

A request for grant funding has been received from Great Western Air Ambulance Charity. In accordance with the council's powers under section 137 of the Local Government Act 1972, it was RESOLVED that the following expenditure is in the interests of the inhabitants of the council area and will benefit them in a manner commensurate with the expenditure, and hence that a donation of £50 should be made.

2026-10/10 To review correspondence received and determine response

2026-10/10.1 ALCA – Invitation to attend Annual General Meeting on 5th December 10:00am

It was RESOLVED that the council will not send a representative.

2026-10/10.2 Invitation to attend screening of "The People's Emergency Briefing" on 27th Oct 7:00pm at Littleton village hall

It was RESOLVED that councillors may attend as private individuals, but that the council would not send an official representative.

2026-10/11 Any other minor matters for discussion (no decision required) or items for next agenda

Cllr Jenkins is working with Aust village hall committee to gather information to support an application for community grant funding from National Highways.

The statement from the White Hart landlord will be considered at the next meeting.

2026-10/12 Meeting closure

The meeting closed at 8:42pm.

The next meeting of the Council will be held on Tuesday 10th November 2026.

Items for the agenda should be with the Clerk by 3rd November.

Signed on approval: ……(Chairman)

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