



MINUTES OF CHARLTON HAYES PARISH COUNCIL HELD AT AEROSPACE BRISTOL, HAYES WAY, BRISTOL, BS34 5BZ ON 18 JUNE 2024 AT 7PM

PRESENT: Cllr Buddharaju (Chair), Cllr Shambhu, Cllr Hassan-Aref, Cllr Cialfi, Cllr Field

IN ATTENDANCE: Andrew Davies (Clerk), Simon Davies (Deputy Clerk) and four members of the public.

01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies were received from Cllr Scott.

02. DECLARATIONS OF INTEREST

02.01. There were no declarations of interest highlighted.

02.02. There were no written requests for dispensations for disclosable pecuniary interests.

02.03. There were no requests for dispensation as appropriate.

03. EXCLUSION OF THE PRESS AND PUBLIC

No exclusions required for this meeting.

04. CHAIR'S ANNOUNCEMENTS

Chair welcomed members of the public to the full council meeting.

05. PUBLIC QUESTION TIME

4 members of the public were present at the meeting.

Residents highlighted:

- Christmas Lights display for 2024
- Charlton Hayes Blvd as a concern due to no road markings and residents not knowing correct right of way.

08. LOCAL AUTHORITY REPORTS

No updates were given.

09. MINUTES OF CHARLTON HAYES PARISH ON TUESDAY 28 May 2024

RESOLVED: To confirm and sign as correct record the minutes of the Council held on 28th May 2024 (Proposed – Cllr Hassan-Aref / 2nd Cllr Cialfi).

10. ACCOUNTS FOR PAYMENT

RESLOVED: To review and approve a schedule of items of expenditure and issuing of payment (Proposed – Cllr Hassan-Aref / 2nd Cllr Field).

11. READOPT POLICY

RESLOVED: To re-adopts standing orders, code of conduct and financial regs (Proposed – Cllr Hassan-Aref / 2nd Cllr Cialfi).

12. CHARLTON HAYES BOOKLET

Clerk gave an update on the progress of the Booklet.

13. CHRISTMAS LIGHTS

The Clerk gave an update on the quotes received for Christmas display 2024. The Clerk to obtain additional quotes and present at July's Full Council meeting.

14. AUDIT 2023-2024

Cllr's to reviewed the Internal Auditors Report 2023-2024. Deputy Clerk gave a comprehensive briefing on all aspects of audit, and the External Audit. Deputy Clerk to action all shortfalls and update full council meeting in July.

- (a) **RESOLVED:** To accept and approve the Internal Auditors Report for End of Financial Year Accounts 2023-24 (Proposed – Cllr Hassan-Aref / 2nd Cllr Cialfi).
- (b) **RESOLVED:** To approve the Annual Governance Statement and to authorise the Chair to sign on behalf of Council (Section 1) (Proposed – Cllr Hassan-Aref / 2nd Cllr Cialfi).
- (c) **RESOLVED:** To approve Accounting Statements and to authorise the Chair and RFO to sign on behalf of Council (Section 2) (Proposed – Cllr Hassan-Aref / 2nd Cllr Cialfi).
- (d) **RESOLVED:** To confirm and approve the dates for the Notice Period of the Exercise of Public Rights from 19th June 2024 to 30th July 2024 (Proposed – Cllr Hassan-Aref / 2nd Cllr Cialfi).

15. NEIGHBORHOOD WATCH

Cllr Cialfi gave an update on the progress of the NH watch. Signs have been going up around the area. Mission statement has been created and will be presented at July's full council meeting. A QR code will be created to put on the signs and supporting website for residents to report issues to gather trends. Community police have committed to attending quarterly full council meetings.

16. BLEED KITS

Cllr Groenwald is in the process of arranging installation of all bleed kits within Charlton Hayes.

17. CHARLTON HAYES FESTIVAL

Clerk gave a comprehensive update on the upcoming Charlton Hayes Festival which will be held on the 23 June 2024.

18. MANAGEMENT COMPANY UPDATE

Cllr's discussed a plan on how to address Management company concerns by residents. Deputy Clerk to update council at Julys full council meeting.

19. ROAD SAFETY CHARLTON HAYES BLVD

Cllr's discussed concerns raised by residents about Charlton Hayes Boulevard. Residents highlighted that there has been several incidents due to the lack of road markings. The Clerk agreed to contact both the Developer and South Gloucestershire Road Safety Team to get the road assessed.

20. WEBSITE

Website working group to meet and discuss quotes in detail.

21. DATE OF NEXT PARISH MEETING

Tuesday 16th July 2024 at Aerospace Bristol, Hayes Way, Patchway, BS34 5BZ at 7PM.