

PATCHWAY TOWN COUNCIL

**Minutes of The Finance Committee held on 5 December 2018 at  
Callicroft House, Rodway Road, Patchway**

Present: Cllrs. K. Dando (in the Chair)  
Mrs M. Bathe-Taylor  
E. Gordon  
J. Butler  
P. Cottrell  
Mrs E. Orpen

In attendance: Mr J. Turner

**1. Budgeting for 2019/2020**

The committee looked through the proposed budget and agreed to use this as a template due to the staffing restructure. The budget proposed as the following:

Establishment - £337,293  
Civic and Democratic - £10,300  
Repairs and Maintenance to Council Buildings - £24,850  
Burials - £3000  
Community Centres - £61,500  
Youth and Community - £73,500  
Grants to Local Organisations - £16,000  
Contingency - £58,000

**Apologies**

Apologies for absence were received from Cllrs Walker, T. Bathe-Taylor, Martin, Loveridge and Scott.

**2. Presentation by Coniston Community Centre**

Amelia Wheeler gave a presentation on grant applications made to Patchway Town Council from Coniston Community Association, Watercolour Group and Friendship and Exercise Group. She answered all questions and agreed to speak to the trustees regarding; New Software for accounts, Different Accountant, Rental Rates and The Watercolour Group selling off their artwork to fund the group. It was noted that there would be a report back in January after a meeting

of the trustees. It was agreed that the council would invite Southern Brooks Community Partnerships to the Planning and Transport meeting on 29 January 2019 to discuss what proportion of their grants they have acquired will be spent in Patchway and the benefit of this on the community of Patchway. This meeting will be open to all councillors.

**3. Presentation by Patchway Twinning Association**

John Thomas delivered a presentation on behalf of The Patchway Twinning Association and answered all questions directed to him from the councillors. The council noted that The Twinning Association could not be linked with the two places that Patchway is without the support of the council.

**4. Declarations of Interest**

The Chairman asked any members having an interest in a matter to be discussed in the meeting to declare it at the appropriate time. When there was a conflict of interest in a matter, the person would be asked to leave the meeting during discussion and voting. Cllr Gordon declared his interest but did not leave the room when discussing Coniston Community Centre. Cllr Orpen declared her interest in The Twinning Association but did not leave the room when discussing the association.

**5. Minutes of the meeting held 6 November**

The Minutes of the meeting held on 6 November were approved as a correct record and signed by the Chairman.

**6. Security for Scott Park and The Tumps**

This item was deferred until the meeting of Patchway Town Council on 11 December 2018.

**7. Upgrading Security Systems at Scott Park and Callicroft House.**

This item was deferred until the meeting of Patchway Town Council on 11 December 2018.

**8. Structural Survey of Patchway Community Centre**

Detailed illustrations of the proposed new community centre building were circulated during this item. The results of the structural survey are still pending. It was also noted that the community centre are having issues with their WIFI and that it would be investigated to see whether or not the Wi-Fi could be shared with Callicroft House.

**9. Skip for Scott Park**

The Deputy Clerk reported that the council would need to set up a direct debit mandate for this and a debit card would need to be obtained first.

**10. Slide for Arlingham Way Pocket Park**

This item was deferred until the meeting of Patchway Town Council on 11 December 2018.

**11. Current Financial Position**

Current Account £1000

Business Reserve Account £485,424.11

Fixed Deposit Account £50,174.58

**12. Monthly Summary of income, expenditure and bank reconciliation**

The Committee noted and agreed the summary of expenditure for the month of November and the bank reconciliation and the income and expenditure accounts for the same period.

**13. Parking in Longney Place**

The Deputy Clerk reported that Chris Hanson from South Gloucestershire Council is recommending a SYL with a 1 or 2 hour restriction during the day to deter commuters.

**14. Grant Applications**

This item was deferred until the meeting of Patchway Town Council on 11 December 2018.

**15. Other Matters**

The following email was read to the committee from South Gloucestershire Council:

“The provision of Highwood Road as a bus-only link was a measure agreed with the developers of the Charlton Hayes development to encourage use of public transport, walking and cycling. South Gloucestershire Council has not changed in its overall policy approach in this respect. Therefore, there are no plans to change the current designation of Highwood Road as a bus-only link or to open it to general traffic, either fully or partially as you have suggested. The opening Highwood Road or restricting any other roads to local traffic and low emission vehicles only would be very difficult and complex to manage and enforce.

As you may recall, the decision to make the experimental Traffic Regulation Order into a permanent Order, (making Highwood Road a bus-only link), was referred to and taken by South Gloucestershire’s Full Council on 16th October 2013. In addition to Highwood Road being on the MetroBus route that is due to start in January 2019, it is also used by a number of other local bus services. Currently the 19, 19A, 73, T2, Y6 use Highwood Road bus link. Discussions are also on-going with bus operators about introducing other bus services in the area in the future.

Therefore, there are no plans to change the current designation of Highwood Road as a bus-only link as the aim is to reduce car use by encouraging use of public transport, walking and cycling.”

**16. Date of next meeting**

The date of the next meeting of the finance committee would be Tuesday 8<sup>th</sup> January 2019 at 7:30pm.