

PATCHWAY TOWN COUNCIL

**Minutes of the Council meeting held on 12 October 2010 at Callicroft House,  
Rodway Road, Patchway**

Present: Councillors E. Gordon J.P (in the Chair) )  
M. Grotzke )  
J. Thomas ) Coniston  
L. Gray ) Ward  
Mrs E. Martin )  
  
P. Cottrell )  
Mrs E. Orpen ) Callicroft  
Mrs C. Dando ) Ward  
Mrs L. Hodder )  
  
B. Hopkinson )  
Ms S. Pomfret ) Stoke Lodge Ward  
A. Alsop )

**254/10. YOUTH OUTREACH WORK IN PATCHWAY**

The Chairman welcomed Mark Seed, Children’s Services Manager of Southern Brooks Community Partnership, to give a presentation on two successful projects funded by the Town Council.

The first was a Summer Camp in July at Clermont l’Herault in France for five children in year 6. Mark was accompanied by one of the young people who had taken part in this camp.

The second was the “On the Ball” football project held on Monday evenings in Scott Park, attended by 30-40 young people each week.

Councillors asked questions about the projects and Mark agreed to send copies of the presentations to the Clerk for circulation to all Members.

The Chairman thanked Mark for his presentation and he then left the meeting.

**255/10. PUBLIC QUESTION TIME**

**Railings at The Parade**

A resident asked when the rusty railings in Coniston Road by The Parade were to be replaced. The Chairman reported that he had spoken to Merlin Housing and they were awaiting delivery of galvanised railings.

**Raised crossing at Waterside Drive**

A resident asked about the raised crossing in Coniston Road at the junction with Waterside Drive. It was reported that this was to slow down traffic in Coniston to

make it easier for cyclists following the new cycle path along Bradley Road into Waterside Drive and into Aztec West to cross Coniston Road.

Cyclists in Coniston Road

Mr. Martin thanked the Council for the improved surface of Coniston Road since the resurfacing works but pointed out that, while the above-mentioned hump made it easier for cyclists to cross Coniston Road to enter Waterside Drive, the hump was an impediment for cyclists using Coniston Road as a through route. The Clerk was asked to raise this matter with the Cycle Team at SGC. Cllr. Hopkinson offered to raise the matter at the PTSE meeting the following day.

**256/10. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. K & C. Dando (illness) and M. Richardson (working).

It was noted that under Standing Orders, Councillors must state a reason for their absence from Council meetings and that this must be recorded as well as the names of any Councillors not sending apologies. It was also noted that under Standing Orders Councillors must make their own apologies by telephoning the office.

**257/10. DECLARATION OF INTEREST**

The Chairman asked any member having a personal or prejudicial interest in a matter to be discussed to declare it during the meeting as specified in the Local Authorities (Model Code of Conduct) Order 2007 no. 1159. He stated that a Declaration of Interest should also be made by the Clerk if she had an interest in any organisation being discussed by the Council.

**258/10. MINUTES**

The Minutes of the meeting held on 14 September and a confidential minutes of an item discussed in closed session, which had been circulated, were approved as a correct record and signed by the Mayor with the following addition to minutes 248/10: Para 3, line 2 after the words “be set up” should be added “at the Scott Park Focus Group”.

**259/10. MATTERS ARISING FROM THE MINUTES**

a) Post Office: 124/09

Cllr. Gray reported that he had spoken to Post Office Counters that day and been informed that negotiations were still in progress and that Spar was still the

preferred option. As noted at the last meeting, if an agreement cannot be made for this site, the Hub building would still be possible but would mean a delay of a further twelve months. Cllr. Alsop noted that neither of these options would serve the residents of Stoke Lodge, although he understood the restriction on siting an office within a certain radius of the existing facility at Little Stoke.

b) Youth Development Committee: 248/10

The Council agreed to set up a Youth Development Committee and the following Councillors expressed an interest in joining the group: K. Dando, Hopkinson, Hodder, Cottrell, Thomas and Martin. It was agreed that the first meeting would be held on Monday 15 November at 6.30 p.m.

c) Play Policy: 248/10

It was agreed that there had been some confusion between the Play Policy and youth development and that a separate working group should be set up to discuss the draft policy presented at the last meeting. It was suggested that the Clerk should circulate a copy of SGC's Play Policy to all Councillors for information.

**260/10. COMMITTEE REPORTS**

a) Planning & Transport Committee

Cllr Gray reported on the meeting of the Planning & Transport Committee held on 28 September, the minutes of which had been circulated, and which were endorsed by the Council.

It was agreed that if the Community Centre was not available for the Civic Reception in January, another venue should be sought.

b) Parks & Open Spaces Committee

Cllr. Grotzke reported on the meeting of the Parks & Open Spaces Committee held on 30 September, the minutes of which had been circulated and which were endorsed by the Council.

The Council agreed that the allotment associations should be run by Patchway residents.

It was requested that the boundary fence line at Scott Park should be cleared of weeds when sections of fence were being replaced.

c) Finance Committee

Cllr. Gordon reported on the meeting of the Finance Committee held on 5 October, the minutes of which had been circulated, and which were endorsed by the Council.

**261/10. CONISTON COMMUNITY CENTRE BUILDING PROJECT UPDATE**

A report on the current situation of the building project was circulated and noted. Cllr. Alsop reported that he had attended the meeting with the Labour Club concerning access to the rear of their building and had attempted to secure a satisfactory outcome for both the Town Council and the Club. The Council thanked him for his assistance in this matter and hoped that the matter had now been resolved.

The Big Lottery Fund had noted in the Council's first claim against the grant of £77,314.33, which had been approved, that the majority of the contingency for the project had been allocated and asked for confirmation that any shortfall in the contingency will be covered by the Town Council. The Council agreed unanimously that any shortfall would be covered.

**262/10. HATE CRIME GROUP**

Copies of the last minutes of the Patchway Hate Crime Group were circulated for the Council's information. It was noted that the next meeting of this group would take place on 14 October.

*As the time was 9.30 p.m., the Council agreed to suspend Standing Orders to complete business.*

**263/10. CORRESPONDENCE**

- a) It was noted that Patchway Community Association had sent their audited accounts for the year ended 31.3.09. and draft accounts for the year ended 31.3.10. This was noted and referred to the Finance Committee.
- b) The Council noted a letter from Gregg Latcham, Solicitors to Patchway Labour Club and the response from Graham Stow, Coniston Project Manager concerning the additional accommodation works which had been agreed.
- c) Information for the Council on employment opportunities in connection with the 2011 Census were noted and would be publicised in Patchway People.
- d) An invitation to all Councillors to the launch of the Patchway Sure Start Centre at Coniston Primary School on Wednesday 27 October from 10-12 was noted.
- e) The Council noted the application for a Temporary Closure of streets on Sunday 21 November for the British Legion Remembrance Day Service.

- f) Councillors noted the current update in the Hempton Lane changes to waiting restrictions proposals. SGC had been unable to reach agreement with the residents and Community College and the matter had been referred to the Executive Member for decision.
- g) The Council noted an update from SGC on works to the path between Coniston Road and Britannia Road. The path was being widened and straightened with improved street lighting and would have Cycling City bollards erected at the Coniston Road end. The Council noted that SGC had offered a site visit when the works were completed to review any additional safety measures in view of the Council's concerns.

#### **264/10. PLANNING APPLICATIONS**

There were no planning applications for consideration at this meeting.

#### **265/10. FINANCE**

The Council noted the following income received:

J Aldhouse	Mobile phone recharge	1.03
Blooming Buds Mother and Toddler Group	Avenue rent (w/c 13 & 20 Sep)	90.00
Patchway Sports & Social Club	Ground rent (Jul-Dec 2010)	5,918.26
Bristol Pistols FC	Lighting tokens	10.00
South Gloucestershire Council	Precept	250,000.00
Blooming Buds Mother and Toddler Group	Avenue rent (w/c 27 Sep)	45.00
Blooming Buds Mother and Toddler Group	Avenue rent (w/c 4 Oct)	45.00
<b>Total</b>		<b>£256,109.29</b>

The Council noted the following direct debits paid:

Arval UK Ltd	Van diesel (X935 CAE)	50.02
Arval UK Ltd	Petrol for hand tools	50.00
Arval UK Ltd	Van diesel (X935 CAE)	44.00
<b>Total</b>		<b>£ 144.02</b>

The Council agreed the following expenditure:

Various (Staff)	Salaries	11,933.17
Melhuish & Saunders Ltd	Coniston Community Centre building works	76,652.05
Advanced Security Systems Ltd	Fire and intruder alarm monitoring and maintenance at Patchway Common	282.00
	Alarm monitoring and maintenance at Scott Park	351.32
Brandon Hire plc.	Allotment toilet hire (Sept)	258.50
Bristol Key & Security	Key copies for car park barrier padlock at Patchway Common	8.25
	Fix patio door lock at Patchway Common Pavilion	58.25
	Key copies	5.00
	Fix patio door lock at Patchway Common Pavilion	58.25
Bristol Urban Forestry	Tree pruning on common land at Patchway Common (East)	115.00
Bristol Wessex Billing Services Ltd	Water and sewerage at Patchway Common Pavilion	195.34
British Gas Business	Electricity at Casson Centre (May-Aug)	69.81
	Electricity at Patchway Common (May-Aug)	202.11
	Electricity at Callicroft House (May-Aug)	414.62
British Gas Business	Electricity at Parade toilets (May-Aug)	56.83
British Gas Business	Gas at Patchway Common (Jun-Sep)	71.88
British Gas Business	Gas at Callicroft House (Jun-Sep)	21.32
Building Supplies (Patchway) Ltd	Aggregate for milestone wall	38.67
The Consortium	Envelopes	10.33
	Toilet paper and black bags	42.23
	Bin liners and copier paper	137.05
	Ink cartridges	130.78
	Cleaning supplies	66.59
Dominic Taylor Architecture and Design Ltd	Architectural services for Coniston Phase 2	3,052.80
HM Revenue & Customs	PAYE (Sep '10)	4,268.83

Ionet Systems Ltd	Microsoft Office 2007 licences	652.13
Mr M Dark	Window cleaning at Callicroft House	35.00
	...Patchway Common Pavilion	56.00
	...the Casson Centre	14.00
Melhuish & Saunders Ltd	Sprung floor for Coniston Phase 2	9,325.25
Northcliffe Media Ltd	Coniston Café advertisement	290.00
OCS Group UK Ltd	CCTV alterations at Coniston	3,508.55
Patchway Autoparts	Spark plug	2.94
PHS Group plc.	Sanitary waste disposal at Callicroft House (2010-11)	37.28
	Sanitary waste disposal at Patchway Common (2010-11)	37.28
PHS Group plc.	Dust mat provision at Patchway Common (2010-11)	603.69
Playdale Playgrounds Ltd	Brackets for seesaw	4.70
PRO Structures Ltd	Structural engineering services for Coniston Phase 2	250.00
Robert Acton Product Developments	Bag rings and litter picker	56.40
South Gloucestershire Council	Lease rent for Coniston Community Centre	250.00
South Gloucestershire Council	Light repairs at Scott Park	122.18
South Gloucestershire Council	Attachment of earnings order	142.30
Standfast (Bristol) Ltd	CCTV maintenance	109.86
Virgin Media Payments Ltd	Broadband Internet at Callicroft House (Sep-Oct)	35.25
Viridor Waste Management Ltd	Avenue bin rental and collection (Oct-Dec)	151.80
Bus Shelters Ltd	Removal of damaged bus shelter in Stoke Lane	293.75
Cardiff University	Severn Estuary Forum conference	40.00
The Consortium	Folders	13.47
	Black bags	23.45
FRS Countrywear Ltd	Polo shirt and trousers	60.77
	Polo shirts	51.11
Lumalite Ltd	Christmas lights	205.63
TH White Ltd	Mower (951+) rear indicator unit	37.75
Uphill & Son Ltd	McCormick tractor fuel fault	200.10
	McCormick tractor service	646.63
	Credit: duplicate payment—see voucher 73 (2009-10)	-443.11
Coniston Community Centre	Grant: building maintenance	6,000.00
Patchway Conservation Group	Grant: event funding	1,000.00

Patchway Day Centre for the Elderly	Grant: activities	500.00
Patchway Senior Citizens Club	Grant: activities	500.00
Patchway Twinning Association	Grant: visitor transport and activities	400.00
Victim Support	Grant: volunteer training	300.00
Mrs L Hamid	Clerk's expenses:	
	Milk	0.86
	Milk	0.86
	Work jeans for groundstaff	48.99
	Postage	41.44
	<b>Total</b>	<b>£124,107.29</b>

**266/10.      DATE OF NEXT MEETING**

The Council noted that the date of the next meeting would be Tuesday 9 November.