

PATCHWAY TOWN COUNCIL

**Minutes of the Council meeting held on 8 February 2011 at Callicroft House,
Rodway Road, Patchway**

Present: Councillors E. Gordon J.P. (in the Chair))
J. Thomas) Coniston
L. Gray) Ward
Mrs E. Martin)

P. Cottrell)
Mrs E. Orpen) Callicroft
Mrs L. Hodder) Ward

B. Hopkinson)
Ms S. Pomfret) Stoke Lodge Ward
A. Alsop)

15/11. POLICE REPORT

The Council had invited Sergeant Steve Ives to speak to the meeting but he was unable to attend but had offered to attend next month. This was agreed.

In his absence, two Police Community Support Officers attended the meeting to give a report as follows: The violent incident last month was a very unfortunate start for 2011 and was very sad for all the families involved. The police were aware of local tensions and would welcome any community intelligence and help which they would pass to the Major Incidents Team which was handling the matter.

Coniston Parade was always a gathering place. The police were hoping to ban two youths from The Parade as part of their bail conditions. There were four ABCs in force at present.

The crime statistics were greatly reduced in Patchway since the same period last year: burglary down 42%, vehicle crime down 20.7%, anti-social behaviour down 21.5%, robbery down 100%. Only violent crime was up by 3.5%.

There were not as many problems in Stoke Lodge, although the PCSOs do patrol the area whenever they can. There have been several incidents of house breaking through patio doors and dangerous school parking was an issue which was being pursued.

There had been a delay in training volunteers by the police as Speed Wardens but PC Rachel Pretlove was now co-ordinating this project.

The Chairman thanked the Police for their report and the officers then left the meeting.

16/11. PUBLIC QUESTION TIME

Mr. Gadd and Mr. Riches asked about the increase of Council Tax in the next financial year and the Clerk was asked to forward to Mr. Gadd the charge for Band D properties. (This figure was £1238.25 for SGC and £161.34 for Patchway Town Council).

Mr. Gadd also drew attention to speeding traffic in Stoke Lane and this was supported by other residents. The Town Council has asked SGC to monitor speeds with a view to introducing traffic calming measures. The Town Council had been pushing for a crossing for many years. Cllr. Hopkinson believed that this would be achieved soon. Mrs Winstone asked if there was any progress with replacing the rusty railings at The Parade. The Chairman said Merlin Housing had agreed to carry out this work and they would be reminded.

Mrs Hill drew attention to the increased traffic use of Coniston Road. Between 4 and 4.30 p.m. she had counted 163 cars, 8 buses and 26 vans passing her house. The traffic continued all night and residents had no respite. It was agreed to refer this matter to South Gloucestershire Council as they were monitoring increased traffic in Coniston Road as Charlton Hayes was developed.

Mrs Hill also stated that the car park in Willow Close (right-hand side) was full of rubbish. The Clerk would investigate.

The Chairman thanked the residents for their attendance and contribution.

17/11. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Woodley (family illness), Cllr. Martin (working), Cllrs K & C Dando (illness) and Cllr. Grotzke (family illness).

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.

18/11. 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.

19/11. MINUTES

The Minutes of the meeting held on 11 January 2011, which had been circulated, were approved as a correct record and signed by the Mayor.

20/11. MATTERS ARISING FROM THE MINUTES

a) Post Office: 124/09

The Council noted that a public consultation was being carried out by Post Office Ltd. for the proposal to re-open the Post Office at Spar Convenience Store in Rodway Road. The Clerk had sent a letter expressing the Council's support for this move, although it was believed that the consultation was a formality as Spar had already obtained planning permission for the Post Office at the rear of the shop.

b) Meeting with Merlin Housing

The Council noted that, following a request by the Planning & Transport Committee, a meeting had been arranged with the Director of Merlin Housing on 14 February and all Councillors were invited to attend. Councillors gave the Clerk a note of items they wished to raise at the meeting so that these could be sent to Merlin in advance.

21/11. COMMITTEE REPORTS

a) Planning & Transport Committee

Cllr. Gray reported on the meeting of the P&T Committee held on 25 January, the minutes of which had been circulated and which were endorsed by the Council.

b) Parks & Open Spaces Committee

Cllr. Thomas reported on the meeting of the Parks & Open Spaces Committee held on 27 January, the minutes of which had been circulated and which were endorsed by the Council.

c) Finance Committee

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

There was a discussion on the forthcoming meeting with the Sports & Social Club and it was agreed that no agreement should be made but proposals should be referred back to the Council. Cllr. Gray declared his interest as a Trustee of the Club and took no part in the discussion or voting. The Council agreed that it was important to move on in relationship with the Club and not to dwell on past

problems. Cllr. Hopkinson suggested that it would be preferable for the Council to be represented at the meeting by Cllrs. Gordon, Thomas and the Clerk and this proposal was supported by the Council.

22/11. PATCHWAY COMMUNITY CENTRE

This item was taken in confidential session.

The Council noted that a meeting with Sarah Tucker, the Major Sites Officer of SGC, had been held on 24 January and a report is filed with the minutes.

The Council supported the proposal to hold a meeting with the Community Association to discuss the future of the Community Centre and various dates were suggested, to be confirmed.

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

23/11. PLAY POLICY

A draft Play Policy for the Council had been prepared by Michael Follett, Play Officer of SGC, following a workshop with Councillors. This draft had been circulated to Councillors prior to the meeting. Councillor Martin had sent comments and these were noted.

It was proposed that the Council should adopt the Play Policy and this was agreed unanimously by the Council.

Thanks would be sent to Mr. Follett for his help with the formulation of the Policy.

24/11. CONISTON COMMUNITY CENTRE BUILDING PROJECT UPDATE

A report on the current situation of the building project was circulated and noted. The Council was pleased to note that both the Town Council and Labour Club had now signed the Deed of Variation to their Leases to reflect the revised boundary and that work on the access yard could now commence. The Council confirmed that it had previously agreed to pay for the legal fees for SGC and the Labour Club for the Deeds of Variation.

The Council noted that the completed building would be handed over to the Council on 25 March and that an opening ceremony was planned for Thursday 9 June at 4 p.m.

The Council was very pleased that the South Gloucestershire Environmental Board had agreed a grant of £5,000 towards fitting out the kitchen to the community café.

25/11. CORRESPONDENCE

- a) Cycle City Sculptures: The Council was pleased to note that steel sculptures fabricated from the designs of local young people would be used to mark the line of the cycle route through Patchway.
- b) Severn Estuary Partnership: An information pack had been received from this organisation and Councillors were welcome to view this in the office.
- c) NHS Appointments Commission: It was noted that the Royal United Hospital in Bath needed two non executive directors and any Councillor interested was asked to obtain the information from the Clerk.
- d) Christmas Lights for Charlton Hayes: The Council agreed to purchase 4 additional decorations for the lamp posts leading into Charlton Hayes for next Christmas. It was noted that it would be cost effective to purchase these at this time at an approximate cost of £120 each.
- e) Electronic improvements to SGC planning consultations: The Council noted that SGC were working towards supplying paperwork for all but the largest applications electronically and that full training would be offered to all local council clerks on how to access and display these.
- f) Quick reference guide to Holding Street Parties: SGC had prepared a guide to street parties. A copy had been given to Patchway Community Association which was planning an event for Rodway Road.
- g) New westbound bus lane on Lysander Road to serve shops at Cribbs Causeway: Plans for this modification were circulated and noted.

26/11. PLANNING APPLICATIONS

The Council made no objection to the following planning application:

Invista Investment Management Waterside Drive, Aztec West	Demolition of single storey link building and reinstatement of two separate office units
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27/11. FINANCE

The Council noted the following income received:

Bristol Pistols FC	Lighting tokens	20.00
Blooming Buds Mother and Toddler Group	Avenue rent (w/c 10 & 17 Jan)	90.00

Miscellaneous public	Photocopying	3.00
16–25 Independent People	Hire of Callicroft House conference room Jan–Dec 2011	289.00
South Gloucestershire Council	Aiming Higher garage conversion (additional works)	1,051.00
Shelter	Rent Q3 2010-11 (less Oct '10)	578.83
	Total	£1,453.00

The Council noted the following direct debits:

Arval UK Ltd	Diesel for van (P869 TEU)	53.00
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	Total	£108.37

The Council approved the following cheques agreed at other meetings:

Fencing Services Ltd	Maintenance of perimeter fence at Scott Park	2,350.00
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The Council agreed the following payments:

Advanced Security Systems Ltd	Alarm extension to garage alterations in Scott Park	487.20
Anthony Buckley & Company Ltd	Fire extinguisher servicing and replacement at Scott Park	171.42
	Fire extinguisher servicing at Patchway Common	60.00
	Fire extinguisher servicing at Callicroft House	72.00
	Credit: Prompt payment discount	-18.00
Astor Bannerman	Scott Park garage conversion wash basin supply and installation	3,417.60
Avon Local Councils Association	Personnel training	30.00
Bath and Northeast Somerset Council	Pension contributions (Jan '11)	2,667.46
Brandon Hire Plc.	Toilet hire for Blakeney allotments	138.00
Bristol Wessex Billing Services Ltd	Water at Casson Centre	118.44
Bristol Wessex Billing Services Ltd	Water at Callicroft House	107.76
Bristol Wessex Billing Services Ltd	Water at Scott Park Pavilion	127.30
Bristol Wessex Billing Services Ltd	Water at The Parade toilets	211.91
British Gas Business	Gas at Scott Park Pavilion	490.20
British Gas Business	Gas at Callicroft House	472.83

British Gas Trading Ltd	Gas at Casson Centre	279.72
Bus Shelters Ltd	Replacement shelter at Stoke Lane	2,910.17
Mr C Anderson	Scott Park garage door repair	96.00
Canon UK Ltd	Contract management (Oct-Jan)	97.39
The Consortium	Cleaning supplies	46.72
	Toilet paper, bleach and disinfectant	29.12
	Mops	21.57
	Cleaning supplies and copier paper	61.25
	Bin liners	12.69
	Printer ink cartridges	89.64
	Soap and glass cleaner	12.94
	Colour inkjet printer cartridge	101.28
CVS South Gloucestershire	Health and Safety Training	50.00
Greenbarnes Ltd	Signwriting for Honours Board	93.60
HM Revenue & Customs	PAYE (Jan '11)	4,264.83
International Tree Foundation	Subscription	25.00
IRIS Business Software Ltd	P60 forms	30.00
Lumalite Ltd	Christmas Lights	505.20
Melhuish & Saunders Ltd	Coniston Community Centre building works	145,212.60
Orange	Mobile phone bill (Jan)	30.02
South Gloucestershire Council	Erection of Christmas lights	2,982.72
South Gloucestershire Council	Centrex phone bill (Q3)	224.07
South Gloucestershire Council	Attachment of Earnings Order	53.64
	Attachment of Earnings Order	135.86
Virgin Media Payments Ltd	Broadband at Callicroft House	36.00
Mr C Milton (Wilmott Building)	Alterations to garage conversion specification	979.75
	Remove and replace play equipment in Scott Park	330.00
Arts Development Group (Arena)	Grant: Arts workshops	500.00
Avon and Somerset Constabulary	Grant: Memo-cams	180.00
Mrs L Hamid	Clerk's expenses:	
	Flowers for funeral	23.50
	Timber for CCTV shelving	47.44
	Tea for meetings	8.27
	Milk for meetings	0.89
	Hand wipes for groundstaff	2.00
	Bolts	12.06
	Postage	46.90
Council staff	Salaries (Jan)	11,869.09
	Total	£179,956.05

28/11. DATE OF NEXT MEETING

The Council noted that the date of the next meeting would be Tuesday 8 March.

It was agreed that there would be two speakers at the start of the meeting:

Mrs Jane Millicent, Head of Patchway Community College on the school's plans for academy status and Sgt. Steve Ives on Policing in Patchway.