

PATCHWAY TOWN COUNCIL

**Minutes of the Annual Council Meeting held on 10 May 2011 at Callicroft House,
Rodway Road, Patchway**

Present: Councillors E. Gordon J.P. (in the Chair))
M. Grotzke) Coniston
C. Mills) Ward
Miss R. Thorne)
Mrs E. Martin)

M. Greensword)
P. Cottrell)
Mrs E. Orpen) Callicroft
J. Moore) Ward
D. Tiley)

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

57/11. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Scott (study) and Walker (holiday).

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.

58/11. DECLARATION OF ACCEPTANCE OF OFFICE

All Councillors signed the Declaration of Acceptance of Office and received a pack containing Standing Orders and Code of Conduct.

The Chairman stated that any member having a personal or prejudicial interest in a matter to be discussed should 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.

59/11. ELECTION OF MAYOR & DEPUTY MAYOR

Cllr. Eric Gordon was proposed and seconded as Mayor and Chairman. There were no other nominations.

Cllr. Mike Grotzke was proposed and seconded as Deputy Mayor and Vice Chairman. There were no other nominations.

Cllr. Gordon thanked members for their support. He paid tribute to Lew Gray who had been a member of the Council since 1959 and wished him well in his retirement.

60/11. MEMBERSHIP OF COMMITTEES AND OUTSIDE BODIES

The Labour Group announced its membership of Committees and outside bodies. The Conservative Group stated that they would not be taking up committee membership.

Cllr. Orpen stated that she would be resigning as Chair of Patchway Community Association at the end of June and would be able to represent the Council on the Management Committee from July.

Cllr. Grotzke stated that he was shortly to become a Trustee of Patchway Sports & Social Club.

The Committee Membership was, therefore, agreed as follows (with the Chairman in bold type):

Finance Committee

Cllrs. **Gordon**, Grotzke, Cottrell, Scott, Thorne, Mills, Tiley, Walker, Moore (9)

Parks Committee & Open Spaces

Cllrs. **Grotzke**, Gordon, Martin, Cottrell, Orpen, Thorne, Greensword (7)

Planning & Transport Committee

Cllrs. **Mills**, Gordon, Grotzke, Walker, Scott, Martin, Thorne (7)

Personnel Committee

Cllrs. **Gordon**, Grotzke, Orpen, Mills (4)

It was noted that the Chair and Vice Chair of the Council are ex-officio on all committees.

Representation on Outside Bodies was agreed as follows:

Joint Burial Committee: Mike Grotzke, Patrick Cottrell

Coniston Community Centre: Elaine Martin, Mike Grotzke

Patchway Community Centre: Patrick Cottrell, Eve Orpen

Avon Local Councils Assn. (S. Glos. Area Group): Eric Gordon, Eve Orpen

Patchway Twinning Association: Eve Orpen, Elaine Martin

Patchway Library Committee: Eric Gordon and Sam Scott

Filton Airfield: Dave Tiley

Almondsbury Charity: Lew Gray

Patchway, Filton & The Stokes Volunteer Bureau: Rene Thorne

Four Towns & Vale Link Community Transport: Keith Walker

61/11. MINUTES

The Minutes of the meeting held on 12 April 2011, which had been circulated, were approved as a correct record and signed by the Mayor.

62/11. MATTERS ARISING FROM THE MINUTES

a) Post Office: 20/11

The Council was very pleased to note that the Post Office had opened in the Spar Shop in Rodway Road on 6 May and that an official ceremony by the M.P. would be held at 12 noon on Friday 13 May to which all Councillors were invited.

63/11. OPENING OF CONISTON COMMUNITY CENTRE

The Mayor asked all Councillors to join him at the official opening of Coniston Community Centre at 4.30 p.m. on Thursday 9 June. This would be followed by an open evening at the Centre.

64/11. ANNUAL TOWN MEETING

It was noted that the Annual Town Meeting, which was a public meeting, would be held on Wednesday 18 May at 7.30 p.m. at Patchway Community Centre and all Councillors were invited to attend.

Cllrs. Hopkinson and Pomfret stated that they would be unable to attend due to a Bradley Stoke Town Council meeting that evening.

65/11. CORRESPONDENCE

a) The response from Street Care to issues raised was read to the Council.

b) The Council noted a report on the first meeting of the Patchway Youth Forum Steering Group held at the Youth Centre.

c) A request for new skate park equipment at Patchway Common was noted and

referred to the Parks & Open Spaces Committee for discussion.

- d) It was agreed that the Alderman Scott Awards would be presented in December but that the Council had no objection to the Community College announcing the names at the end of term awards presentation at school.
- e) Correspondence from a resident on the use of motorcycles on paths round Gorse Covert was referred to the Planning & Transport Committee. It was suggested that a meeting should be arranged with the cycling team at SGC to discuss the shared use of paths by cyclists and pedestrians which Councillors considered was unsafe.
- f) All Councillors had received an invitation to a presentation on the a proposed M5 motorway junctions 15-17 Managed Scheme.
It was agreed to invite SGC to attend a special meeting with the Town Council to discuss the residents' request for an acoustic fence along the motorway bund to reduce noise. It was suggested that if such a meeting could be held on a Friday afternoon it could be possible for Jack Lopresti MP to attend as he had been active in supporting this request.
- g) Councillors interested in attending a Western Power Distribution workshop on 18 May at Bristol Zoo were asked to inform the Clerk.
- h) Correspondence from SGC on Chelford Grove was referred to the Planning & Transport Committee for discussion.
- i) The Council noted an invitation from 2nd Patchway Scout Group to the AGM and to the 70th Anniversary celebration in June. Several Councillors expressed an interest in attending.
- j) A letter from Patchway Centre Pre-School and Tots Group asking for a grant was referred to the Finance Committee for discussion.
- k) Patchway Sports & Social Club had asked for clarification on authorisation of repairs for the changing rooms and it was agreed that this should be through the Clerk in the first instance.
- l) An invitation to a Town Centres Progress Event organised by SGC on 19 May at Emersons Green was noted.
- m) It was noted that the CPRE magazine had been received for information.

66/11. PLANNING APPLICATIONS

The Council made no objection to the following planning applications:

Land at Jupiter Road	Continued use of site as temporary overspill car park
St. Chads Primary School Cranham Drive	Temporary classroom accommodation
Land adjacent to The Vue Cinema, Cribbs Causeway	Aviation Museum and office (extension of time limit)

The Council objected to the following Street Trading Applications:

Waterside Drive, Uncle Ken's *on the grounds that this is a residential area and would cause noise, smell and litter. Also it is on the walking route to Patchway Community College and would encourage children to buy unhealthy food.*

Olympus Road, D&B Catering *on the grounds that the road is a delivery route for Asda and is too narrow for a fast food van. Also it would attract young people and cause litter.*

67/11. FINANCE

The Council noted the following income received:

South Gloucestershire Council	Precept (half year)	262,500.00
Patchway Recycling Group	Compost worker payment 2010-11	2,600.00
South Gloucestershire Council	Garage conversion funding	5,500.00
Stoke Bishop Dog Club	Hire of Patchway Common Pavilion	60.00
Anthony Buckley & Company Ltd	Prompt payment refund	6.00
Patchway Community Association	Lease rent (2011-12)	1.00
Coniston Community Association	Lease rent (2011-12)	1.00
The Wheatpatch Club	Avenue rent	741.00
	Total	£271,409.00

The Council noted the following direct debits:

Arval UK Ltd	Diesel for van (X935 CAE)	58.00
Public Works Loan Board	Loan repayment	25,313.41
	Total	£25,371.41

The Council agreed the following payments:

Anthony Buckley & Company Ltd	Move fire extinguisher	30.00
Avon Local Councils' Association	Subscription to NALC and ALCA	1,097.65
Avoncrop Amenity Products Ltd	Fertiliser for pitches	472.44
Bath and Northeast Somerset Council	Pension contributions (Apr '11)	2,721.59
Brandon Hire Plc	Allotment toilet hire	132.00
Bristol Key & Security	Key cutting	16.50
Canon UK Ltd	Photocopier maintenance contract	86.52
The Consortium	Air freshener	8.39
	Toilet paper, bin liners, bleach, toilet duck, mop heads and floor buffing fluid	96.59
	Toilet roll dispensers	55.15
	Citra cleaner	19.18
	Toilet rolls	19.19
	Notebooks	21.59
Ecosolve Ltd	Top dressing supply, spreading and verti-draining	7,256.40
George Carr & Sons Ltd	Cables for Husqvarna mower	73.70
HM Revenue & Customs	PAYE (Apr '11)	3,824.59
The Information Commissioner	Data controller notification fee	35.00
Ionet Systems Ltd	Smartboard stand	1,100.40
John Hicks	Play area safety inspection	446.04
R Kulisewa	Carpet cleaning at Callicroft House	255.00
South Gloucestershire Council	Rent of path to Blakeney Road play area	50.00
South Gloucestershire Council	Attachment of Earnings Order	134.31
Stow Associates Ltd	Contract administration for Coniston Phase 2	4,242.86
Virgin Media Payments Ltd	Broadband at Callicroft House	36.00
Westlands Architectural Ironmongery	Master keys	56.95
	Key copying	113.90
WPS	Insurance premium amendments	184.40
BT Payment Services Ltd	Payphone at Patchway Common Pavilion	134.77
HiQ Tyreservices	Tyre replacement on mower	106.08

HMC Patchway	Replacement tyres for van (WR55 LGU)	90.00
Mrs L Hamid	Clerk's expenses:	
	Flymo cable	8.10
	Council refreshments	4.74
	Paint supplies for bus shelters and bins	50.40
	Spoons for office	4.00
Council staff	Salaries (Apr)	11,951.66
	Total	£34,936.09

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

68/11. DATE OF NEXT MEETING

The Council noted that the date of the next meeting would be Tuesday 14 June and would commence with Public Question Time.