

PATCHWAY TOWN COUNCIL

Minutes of a meeting of the Council held on 12 July 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)

81/11. SPEAKERS FROM MERLIN HOUSING SOCIETY

The Chairman welcomed Cyndy Simpson and Oonagh Lyons. Cyndy was the outgoing Manager of the Patchway Office and introduced Oonagh who had just taken over this role. Oonagh invited Councillors to visit the Merlin office at The Parade for a briefing on housing issues and it was agreed to arrange a date on a Friday afternoon in September. Oonagh said that if Councillors had any housing issues they were welcome to contact her at the Patchway office, 01454-821208. The officers answered questions from Councillors and the Chairman thanked them for their input. The officers then left the meeting.

82/11. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Scott (graduation) and Cllr. Walker (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.

The Council agreed that “personal reasons” was an acceptable reason for absence from a meeting.

83/11. DECLARATION OF ACCEPTANCE OF OFFICE

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.

84/11. MINUTES

The Minutes of the meeting held on 14 June 2011, which had been circulated, were approved as a correct record and signed by the Mayor.

85/11. MATTERS ARISING FROM THE MINUTES

- a) Meeting on Acoustic Fence along motorway bund: 65f/11
The Council was pleased to note that Jack Lopresti MP had agreed to attend this meeting on 15 July. Invitations had also been sent to SGC, the Highways Agency and the local residents action group.
- b) Meeting on recycling in flats: 77k/11
The Council was pleased to note that Bruce Kent from SGC and a representative of SITA had agreed to attend a meeting on 15 July at 3.30 pm and all Councillors were invited.
- c) Report on meeting concerning cycle routes: 74b/11
The Council was pleased to note that a successful meeting had been held and that the SGC officer had agreed to improve safety aspects of the new route following concerns of residents at pedestrian safety.
- d) Public Questions at last meeting: 69/11
The Council noted that the new seat had now been fitted in the bus shelter in Stoke Lane.
On the question of boundary changes, the Council agreed unanimously that it would not discuss this issue until information was received on when the next Boundary Review would take place.

86/11. REPORTS FROM COMMITTEES

- a) Planning & Transport Committee
Cllr. Mills introduced the minutes of the Planning & Transport Committee held on 28 June which had been circulated.
In response to a query at the meeting on the application by St. Chad's School for an additional classroom, the Clerk had obtained information from SGC that all primary schools in Patchway would have additional classes due to the increase of places required – 240 in Patchway in the next three years. SGC had agreed a Commission of Places Policy and the expansion of primary schools was in keeping with that policy. This information was noted by the Council.

It was noted that in future a scheme would be introduced whereby all town and parish councils would be able to view planning applications with comments from residents on screen at meetings so that they would be fully informed of the views of others before decisions were taken.

The minutes were noted and endorsed by the Council.

b) Finance Committee

Cllr. Gordon introduced the minutes of the Finance Committee held on 5 July which had been circulated.

The Council noted that the repairs to the guttering at Patchway Community Centre had now been repaired and checked. It was agreed to ask the Community Association to obtain 3 quotations for future roof repairs so that this situation could be referred to the Finance Committee for consideration.

The Council endorsed the minutes and the grants and expenditure agreed by the Committee. It was agreed to hold an additional meeting before the summer recess to deal with any outstanding financial matters.

87/11. PATCHWAY GUIDE

Councillors had seen copies of the last Patchway Guide and agreed that this should be reprinted in the same format when all information had been updated, including reference to “Patchway a Good Place to Live” and an acknowledgement of the design of the Patchway logo by Ken Beard.

The quotation for £3,411 for 6,000 copies from Whitehall Printers was accepted.

88/11. THANKS TO COUNCIL EMPLOYEES

Following a recommendation at a meeting of the Personnel Committee, the Council unanimously accepted that the following letter should be sent to all Council employees over the signature of the Chairman:

“The Councillors of Patchway Town Council would like to take this opportunity to thank all employees for the hard work and loyalty they have shown to the Town of Patchway over recent years. The past four years have not been easy for the whole of Patchway but you have, by your actions, helped Patchway move forward. We, the Town Council, look forward to working with you over the next four years.”

89/11. PATCHWAY COMMUNITY CENTRE REDEVELOPMENT

It was noted that the Council’s solicitor had suggested a meeting with Councillors to discuss legal issues on Friday 29 July and it was agreed that this meeting would be with the Finance Committee.

The costings of the two plans presented by the SGC architect had been received. It was suggested that it would be cost-effective to incorporate features of power generation in the plans for a new building which would make it easier to obtain grants.

The officer leading on the Charlton Hayes development, Nancy Brenchley, had offered to send a briefing note for Councillors on the current position with the Section 106 money for community facilities but this had not yet been received. It was noted that Nancy considered that it would not be necessary to meet until there had been some developments with the negotiations being carried out between SGC and Bovis.

90/11. CORRESPONDENCE

- a) Councillors noted that developers were arranging an Abbey Wood Retail Park preview on 29 June at Abbeywood Community School to which all were welcome.
- b) It was noted that the Royal British Legion had sent advance notice that the Patchway Remembrance Parade would be held on Sunday 20 November.
- c) It was noted that the Town Council would be holding stocks of bags for cardboard recycling for residents to collect.
- d) The Council was pleased to receive a letter of thanks from Patchway Library for the use of the Casson Centre during the rebuilding of the library.
- e) Patchway Community College had notified the Council that it would not be pursuing academy status at present.
- f) An invitation to affiliate to Patchway Community Association was considered and it was agreed that, as landlord, this was not appropriate.
- g) The Council agreed that it would be interested in having a play equipment demonstration site installed by Sovereign Play Equipment if this involved no cost to the Council.
- h) The Council noted information on the Winterbourne Medieval Barn Trust.
- i) The Council noted a letter of thanks from the BMX Club for the grant made. The club also reported that the regional event had been very successful with 257 riders competing. Councillors asked whether there was any progress with the plans to install floodlighting at the track.
- j) Councillors noted that the Summer Police newsletter had been distributed.

91/11. PLANNING APPLICATIONS

There were no planning applications to consider.

92/11. FINANCE

The Council noted the following income received:

Shelter	Callicroft House rent (2010–11 Q4)	868.25
Brazil FC	Hire of football pitches	900.00
Big Lottery Fund	Grant payment for Coniston Phase 2	43,305.00
Southern Brooks Community Partnership	Wood screws	9.92
Patchway North End FC	Pitch deposit	126.00
QBE Insurance (Europe) Ltd	Stoke Lodge bus shelter claim excess	250.00
Play Days Preschool	Patchway Common Pavilion rent	380.00
Patchway Sports and Social Club	Ground rent (Jul–Sep 2011)	2,959.13
Miscellaneous Public	Photocopying	10.55
Wheatpatch Club	Patchway Common Pavilion rent	820.00
Lloydy Utd FC	Hire of football pitches	240.00
Bristol BMX Club	Ground rent (2011–12)	30.00
	Total	£49,898.85

The Council noted the following direct debits:

Arval UK Ltd	Diesel for vans	£119.11
Arval UK Ltd	Petrol for hand tools	£26.59
	Total	£ 145.70

The Council noted the following payment made at a previous meeting:

Melhuish & Saunders Ltd	Building works at Coniston Community Centre	110,236.88
	Total	£110,236.88

The Council agreed the following expenditure:

Bath and Northeast Somerset Council	Pension contributions (June)	2,719.10
Bill Davies	Internal audit (2010–11)	1,850.00
British Gas Business	Electricity at Coniston public toilets (final bill)	19.83
British Gas Business	Gas at Patchway Common Pavilion (Feb-May)	360.76

Bus Shelters Ltd	Supply and installation of perch seat at Stoke Lane	674.08
The Consortium	Envelopes	10.19
	Baby changing unit at Coniston Community Centre	299.99
	Coloured paper	172.12
	Toilet roll dispenser for Scott Park WC	13.79
	Pins and velcro for notices	20.60
	Toilet rolls	19.19
David Ogilvie Engineering Ltd	Picnic table and litter bin	1,602.00
Ecosolve Ltd	Grass seed	92.40
George Carr & Sons Ltd	Brush cutter attachment and spares	203.59
HM Revenue & Customs	PAYE (June '11)	4,370.89
R O Williams & Son	Rotavation of allotments	96.00
South Gloucestershire Council	Lease rent for Coniston Community Centre	200.00
South Gloucestershire Council	Road signage to Coniston Community Centre	1,204.87
South Gloucestershire Council	Centrex charges (Apr-Jun)	225.36
South Gloucestershire Council	Attachment of Earnings Order payment	84.74
TH White Ltd	Rear indicator assembly for mower	37.57
	Mower deck belt	103.51
Virgin Media Payments Ltd	Broadband at Callicroft House (Jul-Aug)	36.00
Viridor Waste Management Ltd	Waste disposal at Patchway Common Pavilion	157.72
	Bin rental at Patchway Common Pavilion	11.04
Whitehall Printing Co (Avon) Ltd	Leaflet printing	227.00
R Thorne	Travel expenses	7.15
D Tiley	Travel expenses	9.10
Brandon Hire Plc.	Hire of allotment toilet	132.00
British Gas Business	Gas at Callicroft House (Apr-Jun)	78.46
Classic Landscapes Ltd	Installation of picnic area at Gorse Covert	3,528.00
The Consortium	Printer cartridges	102.47
Dalen Ltd	Desk for Coniston Community Centre	860.40
Daniel Contractors Ltd	Hire of standpipe	96.00
HiQ Tyreservices	Repair of mower puncture	48.00
Orange	Mobile phone bill (Jul)	19.63
Pyramid Construction (UK) Ltd	Fitting of cooker at Coniston Community Centre	930.00
TH White Ltd	Bolts for mower deck	9.31

R Thorne	Travel expenses	37.05
Coniston Community Association	Grant: annual maintenance grant	6,000.00
North Patchway Hall	Grant: annual maintenance grant	5,000.00
Patchway Centre Preschool	Grant: rent break	928.00
Patchway Community Association	Grant: annual maintenance grant	15,000.00
Patchway Festival	Grant: community artist	2,500.00
Patchway Minibus Committee	Grant: vehicle maintenance	600.00
Vitalise	Grant: subsidise Patchway residents	364.00
L Hamid	Clerk's expenses:	
	Photo of Coniston Community Centre from Evening Post	9.99
	Batteries for phones	18.48
	Number plates for trailers	13.00
	Trailer plate/indicator board	10.63
	Battery for 213 mower	35.95
	Florescent lights	41.61
	Fixings for fence panels at Patchway Common	16.33
Council staff	Salaries (June)	12,893.09
	Total	£64,100.99

93/11. DATE OF NEXT MEETING

The Council noted that the next meeting would be on Tuesday 13 September, commencing with Public Question Time.

The Council agreed that the Council would be in recess for the month of August and that any minor issues should be determined by the Chairman and Vice-Chairman and that any major issues should be referred to the Finance Committee.