

PATCHWAY TOWN COUNCIL

**Minutes of a meeting of the Council held on 13 March 2012 at Callicroft House,
Rodway Road, Patchway**

Present: Councillors M. Grotzke (in the Chair)) Coniston
C. Mills Ward

M. Greensword)
P. Cottrell) Callicroft
D. Tiley) Ward
S. Scott)
Mrs. E. Orpen
K. Walker

B. Hopkinson) Stoke Lodge
S.Pomfret) Ward

14/12. SPEAKER

The Council noted that the speaker from 16-25 Youth Housing was unable to attend and would be speaking at the next meeting.

15/12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Gordon (holiday), Martin (holiday), Moore (working), Alsop (working) and Thorne (ill).

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.

16/12. DECLARATIONS OF INTEREST

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 to the Clerk if she had an interest in any organisation being discussed by the Council

17/12. MINUTES

The Minutes of the meeting held on 10 January, which had been circulated, were approved as a correct record and signed by the Chairman.

18/12. MATTERS ARISING FROM THE MINUTES

- a) Four Towns Joint Forum: 6c/12
The Council noted that the agenda for this meeting on 17 February at 3 p.m. had been despatched

- b) Alderman Scott Awards: 6b/12
The Council noted that one of the students was able to attend for the presentation at the Council meeting on 10 April; there was no reply from the other student to date.

- c) Chescombe Trust: 10b/12
The Council noted that a representative would be speaking at the April meeting.

19/12. REPORTS FROM COMMITTEES

- a) Planning & Transport Committee
Cllr. Mills introduced the minutes of the meeting held on 24 January, which were endorsed by the Council.
Arising from these, there was a discussion on the proposal to close the access to *Shellmor Avenue* at the A38 and Cllr. Mills read three letters from local residents. Cllr. Hopkinson explained that SGC had carried out consultation with the residents in Shellmor and the turnings off it and he had received 45 letters asking for the road to be closed. There had also been an on-line consultation so replies had been received from all over Patchway.
It was not clear whether the consultation was still open or whether funds had been allocated by SGC to improve the junction of Shellmor with Stoke Lane which it was agreed was essential before the work at the other end of the road was carried out. The Clerk was asked to ascertain the situation and report back to the Planning & Transport Committee so that action could be agreed and to keep the residents informed.
Cllr. Tiley had circulated a letter he had received from Cllr. Brian Allinson on Highwood Road, which he considered missed the point of objections to the closure of this road. It was noted that Town Councillors carried out a survey of the through traffic using Coniston Road several years ago and Councillors agreed that further monitoring was essential although, without a system of number plate recognition, it would be difficult to monitor this. It was noted that in its response to the Core Strategy the Council had asked that “the closure of Highwood Road should be looked at again in the light of development of the

airfield and large increase of housing”. Also... “consideration of the bus lane being opened to cars with a speed limit of 20mph”, bearing in mind the limited number of buses which would be using the bus lane in Highwood Road.

Cllr. Scott suggested this position should be taken to the Four Towns Joint Forum meeting on 17 February. He would continue to raise the matter at SGC Meetings. It was agreed that the Clerk should write a letter to Cllr. Allinson and copy it to District Councillors.

The Clerk read a letter from First Bus concerning the route of the 75 bus: no Improvement was agreed. It was agreed to ask SGC if the frequency of the 625 Wessex Connect bus could be increased to half-hourly.

Cllr. Mills stated that, following his election as Chairman of the Finance Committee, he would be standing down as Chairman of the Planning & Transport Committee

b) Parks & Open Spaces Committee

Councillor Grotzke introduced the minutes of the meeting held on 26 January which were endorsed by the Council.

c) Finance Committee

Cllr. Mills introduced the minutes of the meeting held on 7 February which had been circulated and which were endorsed by the Council. The Council noted the response from SGC to a request for an internal audit and agreed the Estimated cost for 5 days work at £2,250.

d) Closed Session

The Council held a closes session to discuss financial matters and agreed the report of the closed session held at the January meeting.

20/12. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Scott reported that next Council meeting would be looking at the SG budget for the next year. Local Councillors were asking SGC if a car park behind the shops at the bottom of Callicroft Road could be provided for shoppers. Concern was being expressed by Abbeywood School (Filton High School) that a second college was to be built on the site of the University College of Technology adjacent to the school.

Cllr. Orpen reported on matter she was taking up with SGC on behalf of residents.

Cllr. Hopkinson asked all members to respond to the Parking Standards Consultation asking for a minimum number of spaces to be allocated per dwelling.

Cllr. Walker reported on the Waste Management Forum and the Community Care & Housing Committee where 13 providers had been suspended following a review of standards.

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

21/12. STANDING ORDERS

The Council agreed to set up a small group of Cllrs. Scott, Orpen and Mills to look at the Council's Standing Orders in the light of new Model Standing Orders which had recently been issued by NALC, and to report back to the Council.

22/12. DISCIPLINARY PROCEDURE

Cllr. Mills reported on the updated procedure from ACAS which was different in some respects to the Council's procedure. It was agreed that the same group of Councillors looking at the Standing Orders should also look at this updated procedure.

23/12. CORRESPONDENCE

- a) Great Western Rail Franchise; The correspondence had been circulated and it was agreed to support the extension of services to Patchway Station
- b) A letter had been received from Almondsbury Parish Council letter requesting the appointment of a representative to sit on a committee to consider the future of the Cemetery in Almondsbury. It was suggested that it would be appropriate for those Councillors who represent Patchway on the Joint Burial Committee to be members of this review committee.
- c) Councillors noted a report on the consultation carried out on the Police Station and Custody & Crime Investigation Centre at 90 Gloucester Road, Patchway, which had been circulated.
- d) Patchway & Filton Clinics review: It was noted that a speaker would be attending the April Council meeting.
- e) It was noted that CPRE would be holding workshops on the new community – led planning processes on Monday 27 February at Chipping Sodbury Town Hall. Booking was required.
- f) Letters of thanks for grants were received from Patchway Twinning Association and Old Patchway Friday Club.

Play Days Pre School	Patchway Common Pavilion rent (Dec –Jan '12)	560.00
The Carer's Support Centre	Hire of conference room (2011)	200.00
Bradley Stoke United F.C	Hire of football pitches (Sep –Dec 2011)	288.00
Patchway North End F.C	Hire of football pitches (Aug –Dec 2011)	510.50
	Total	£15,278.47

To note the following direct debits:

All-star Business Solutions Ltd	Diesel for van (X935 CAE)	59.52
All-star Business Solutions Ltd	Diesel for van (WR55 LGU) and Petrol for hand tools	68.05
All-star Business Solutions Ltd	Diesel for van (X935 CAE)	59.00
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment	116.00
	Total	£ 302.57

The Council agreed the following expenditure:

Anthony Buckley & Company Ltd	Fire extinguisher servicing at Scott Park Pavilion	67.00
	. at Callicroft House and the Casson Centre	80.80
	at Patchway Common Pavilion	54.00
	Repair of emergency lighting at Patchway Common Pavilion	174.00
Bath &North East Somerset Council	Pension contributions (Jan)	2,823.62
Brandon Hire Ltd	Allotment toilet hire	138.0
Bristol Key & Security	Key copies for Patchway Common Pavilion	13.00
Bristol Wessex Billing Services Ltd	Water at Scott Park	130.10
Bristol Wessex Billing Services Ltd	Water and sewerage at Callicroft House	85.32
Bristol Wessex Billing Services Ltd	Water and sewerage at the Casson Centre	71.82
British Gas Services (Commercial) Ltd	Repairs to boiler at Callicroft House	367.54
British Gas Trading Ltd	Gas repair at the Casson Centre	33.34
BT Payment Services Ltd	Payphone and line rental at Patchway Common Pavilion	136.63
Canon UK Ltd	Photocopier maintenance	105.02
The Consortium	Cleaning Materials	141.33
	Stationery	185.61
	Flatbed Scanner	113.99

Craig West Turf Ltd	Artificial and grass turf (replacement Cheque)	467.10
Eco solve Ltd	Pitch line marking paint	429.60
FRS Country wear Ltd	Hi-viz clothing and uniform	238.38
George Carr & Sons Ltd	Boots and chainsaw spares	236.57
Hi Q Tyre services	Tractor tyre repair	96.00
HM Revenue & Customs	PAYE (Jan)	4,811.90
International Tree Foundation	Subscription	25.00
IRIS Business Software Ltd	P60 Forms	30.00
Litemania .co.uk Ltd	Christmas Lights replacements	168.00
Mogford Prescott Ltd	Repairs to toilets and lighting in the Casson Centre	173.76
	Lighting maintenance at Callicroft House	318.17
Murray Hire Centres Ltd	Hire of safety equipment	36.00
Orange	Mobile phone bill (Jan)	26.44
Orange	Mobile phone bill (Feb)	17.88
R & B Roofing	Fitting of roof to garage in Scott Park	3,852.00
Roman Glass Ltd	Emergency call out to repair garage door in Scott Park (insurance claim)	264.00
Soccer tackle Ltd	Goal post net hooks	21.49
Somerset Association of Local Councils	Deputy Clerks training	30.00
South Gloucestershire Council	Council Tax Attachment of Earnings Order	137.78
South Gloucestershire Council	Tractor repair (WXO3 KWV)	254.10
	Conflict management training (Councillors)	60.00
Stocksigns	“No Dogs “ signs for Scott Park	139.38
Up & Over Doors	Repair of garage door in Scott Park (insurance claim)	345.60
Virgin Media Payments Ltd	Broadband at Callicroft House (Feb)	36.00
Mr M Dark	Window cleaning at Callicroft House .. at Patchway Common Pavilion	60.00 40.00
Mr C Milton	Construction of the garage in Scott Park	5,000.00
Mrs L Hamid	Clerk’s expenses	0
	Milk for meetings	0.96
	Key cutting	2.50
	Safety goggles	7.96
	Mirror for Patchway Common Pavilion (replacement)	15.88
	Postage	66.82
Patchway Conservation Group Staff	Wildflowers for Scott Park Salaries (January)	45.50 13,533.15
	Total	£35,725.04

26/12. DATE OF NEXT MEETING

The Council noted that the next meeting would be on Tuesday 13 March and would Commence with a talk by Jamie Gill of 16-25 Youth Housing, followed by Public Question Time