

PATCHWAY TOWN COUNCIL

Minutes of a meeting of the Council held on 10 July 2012 at Callicroft House,
Rodway Road, Patchway.

Present: Councillors

C. Mills (in the Chair))	
E. Gordon J.P)	
Mrs E. Martin)	Coniston
M. Grotzke)	Ward
Ms R. Thorne)	
Mrs E. Orpen)	
P. Cottrell)	Callicroft
D. Tiley)	Ward
J. Moore)	
S. Scott)	
K. Walker)	
M. Greensword)	

87/12. PUBLIC QUESTION TIME

Mrs Thorne of 36 Rodway Road asked if the Council had voted for the alteration to Highwood Road, when the Durban Road junction with Highwood would become operational and how soon attention would be given to repairs to road surfaces, particularly Rodway Road. The Chairman responded to these questions.

Mrs Winstone of 1 Willow Close drew attention to the need for traffic calming at the top of Coniston Road. The Council had already made this comment to SGC and this was under consideration.

Mr. Bright of Littleton Court requested a 20 mph limit on Coniston Road and suggested that the recently announced expansion plans for the Mall would make the traffic situation in Patchway worse.

Miss Allen of 33 Cranbourne Road stated that there was a benefit to residents of the closure of Highwood Road in creating a quieter environment. She was concerned that the proposal to review the closure in 18 months' time would create a danger to children crossing Highwood from Charlton Hayes to access Callicroft School.

The Chairman thanked the residents for their attendance and questions and said that the issues would be raised with SGC and any responses reported back.

88/12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Alsop (working), Hopkinson (working) and Pomfret (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.

89/12. 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 by the Clerk if she had an interest in any organisation being discussed by the Council.

Cllr. Orpen stated that she had been elected as Chairman of Patchway Community Association.

Cllr. Scott stated that he was now working for the Association of Teachers & Lecturers and represented South Gloucestershire Council on the Committee of Patchway Community Association.

90/12. MINUTES

The Minutes of the meeting held on 12 June, which had been circulated, were approved as a correct record, proposed S. Scott, seconded J. Moore and signed by the Chairman.

91/12. MATTERS ARISING FROM THE MINUTES

- a) Children & Young People's Review by South Gloucestershire Council
The Council noted that SGC would be discussing this matter the following week and had a number of options to consider.
- b) Cemetery Working Group
The Chairman reported that three Councillors had attended the first meeting of this working group, Cllrs. Mills, Scott and Walker. The meeting had discussed making the cemetery financially viable. The Council noted that the agreement made between Almondsbury and Patchway in 1953 could not be terminated without the agreement of both parties; that the legal body to run the cemetery was the Joint Burial Committee and that it was not necessary to have a working group looking into the running of the cemetery.
The Council agreed unanimously, proposed Cllr. Orpen, seconded Cllr. Scott, that the Committee should be left to run the cemetery and that the Council would ask NALC to confirm that its interpretation of the legal situation was correct.

92/12. REPORTS FROM COMMITTEES

- a) Planning & Transport Committee
Cllr. Scott presented the minutes of the meeting held on 26 June which had been



circulated and which were endorsed by the Council.
It was noted that the petition against the closure of Highwood Road was not a political petition; it was led by Patchway residents and not the Town Council. The Council regretted comments in the press by Conservative Councillors that this had been driven by Labour Councillors which it was considered brought the Council into disrepute.

- b) Finance Committee
Cllr. Mills presented the minutes of the meeting held on 3 July which had been circulated and which were endorsed by the Council.

93/12. AMENDMENTS TO STANDING ORDERS

In the light of a new Code of Conduct which had been recommended by SGC for adoption for all Parish and Town Councils, it was agreed that the Finance Committee should look at implications for the Standing Orders at its next meeting so that the document could be adopted by the Council in September.

94/12. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Scott reported that there would be no transport to Voluntary Controlled schools in future. He was pleased to confirm that Sheltered Housing had been saved in Patchway.

Cllr. Orpen reported that the planning application for a new football stadium in Stoke Gifford would be on the next DC West agenda, also a planned Wind Farm at Pilning. Merlin Housing was meeting with sheltered housing tenants to explain that their homes had been saved.

Cllr. Walker reported that the first meeting of the new Adult & Housing Committee would be held the following day. Winterbourne View was being considered in August. No new sheltered housing was being built by SGC.

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

95/12. CORRESPONDENCE

- a) It was noted that a grant application by Patchway Festival Committee had been made in May but wrongly filed and not considered. The Council agreed to make a grant for the 2012 Festival schools workshops for £2,500.
- b) The Council agreed to two requests for events to be held in Scott Park: a Baptist Church event on Sunday 12 August and a charity sponsored toddle by Holy Family pre-school group on 22 September.

- c) It was agreed to hold a meeting with SGC to discuss forthcoming Traffic Management Review of Stoke Lane in the Baptist Church in September and to suggest evening dates.
- d) The Council agreed with the circulated drawing for the creation of Disabled parking bays and removal of loading bay in Rodway Road, but considered the period of parking should be confined to one hour to support the shops. It was noted that SGC had no funds for this scheme and that it was likely to cost £6,000. It was agreed to refer this matter to the Finance Committee for consideration.
- e) The Council noted a letter from SGC replying to queries on Traffic Management issues in Gloucester Road and Coniston Road.
- f) It was noted that this year's Quality of Life Report was now on the SGC website.
- g) The Council noted that SGC's Community Governance Review had started on 19 June for 12 months, to include Patchway. Further information would be sent.
- h) The Council noted that in future each Area Forum would be allocated £60,000 by SGC to fund highway and footway projects in the Capital Programme. It was agreed to propose the inclusion of a disabled access in Sycamore Drive and the creation of a pavement in Sycamore Drive at the junction with Cedar Close.
- i) The Council noted a letter of thanks from Vitalise for the grant made.

96/12. **PLANNING APPLICATIONS**

The Council made no objection to the following planning applications:

Ford car show room Charlton Hayes	2 internally illuminated advertising signs
Coniston Primary School	1.8m high boundary fence
Vauxhall Drive garage Gloucester Road	Valeting bay and roof to existing car wash

The Council noted applications granted by South Gloucestershire Council:

8 Bourton Avenue	Single storey rear extension and change to dormers
129 Coniston Road	Front Porch



97/12. **FINANCE**

The Council noted the following income:

Various	Jubilee mugs	111.45
Wheatpatch Club	Avenue rent (Mar-Apr 2012)	820.00
Mrs J Palmer	Jubilee mugs	74.25
Patchway Town FC	Hire of football pitches (Jan-Apr 2012)	756.00
Bradley Stoke United FC	Hire of football pitches (Jan-Apr 2012)	192.00
Patchway Sports and Social Club	Ground rent (Jul-Sep 2012)	2,959.13
	Total	£4,912.83

The Council noted the following direct debits:

Allstar Business Solutions Ltd	Diesel for van (WR55 LGU)	48.00
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Callicroft House	29.00
	Boiler maintenance contract payment for Scott Park	29.00
	Boiler maintenance contract payment for Casson Centre	29.00
	Boiler maintenance contract payment for Patchway Common Pavilion	29.00
	Total	£ 164.00

The Council agreed the following expenditure:

Advanced Security Systems Ltd	Annual alarm servicing and monitoring at Callicroft House	288.00
	Annual alarm servicing and monitoring at the Casson Centre	270.00
	Installation of alarm in new garage at Scott Park	978.00
AMD Solicitors	Replacement cheque for 010718	50.00
Bath & Northeast Somerset Council	Pension contributions (June)	2,862.53
Brandon Hire Ltd	Allotment toilet hire (May)	138.00
	Allotment toilet hire (June)	132.00
British Gas	Gas at Callicroft House (Mar-Jun)	311.79
Child Support Agency	Deduction of Earnings Order	86.66
The Consortium	Toilet cleaner and address labels	67.04
	Cleaning materials	54.51
	Envelopes	24.70
	Ink cartridges	36.84

Ecosolve Ltd	Supply of cricket and football pitch renovation materials	421.00
HiQ Tyreservices	Puncture repair (WX57 OBT)	91.14
HM Revenue & Customs	PAYE (Jun)	4,609.24
Patchway Autoparts	Spark plugs	2.76
South Gloucestershire Council	Lease rent for Coniston Community Centre	250.00
Uphill & Son Ltd	Repair to loader bucket	1,340.76
Virgin Media Payments Ltd	Broadband at Callicroft House	36.00
Viridor Waste Management Ltd	Waste collection and bin rental at Patchway Common	202.36
WPS	Insurance of truck (FP03 ULF) (Mar-Apr)	26.50
Coniston Community Association	Grant: Running costs	6,000.00
Patchway Community Association	Grant: Running costs	12,000.00
Patchway Minibus Committee	Grant: Vehicle insurance and maintenance	600.00
PHAB Patchway	Grant: Running costs	300.00
Relate Avon	Grant: Subsidised counselling	500.00
South Glos Over-Fifties Forum	Grant: Hire of sound system	200.00
Wednesday Luncheon Club	Grant: Running costs	600.00
Mr C Milton	Repair of garage door	45.00
	Supply of floor paint for garage	97.89
	Repair of guttering at Scott Park	380.00
	Repair wall cracks at Scott Park	242.00
Mr M Winter	Training travel costs	39.77
Mrs L Hamid	Clerk's expenses:	
	Paint and sandpaper for goal posts	33.20
	Bolts and washers for goal posts	22.58
	Milk for meetings	0.99
	Soap for office	2.99
	Latex gloves, superglue and padlocks	12.00
	Orange juice for civic reception	3.50
	Key cutting	45.00
	Book tokens for Alderman Scott Awards (2012)	120.00
	Milk for meetings	0.99
	Postage	103.32
British Gas	Gas at Patchway Common Pavilion	472.27
British Gas	Electricity at Callicroft House	303.42
	Electricity at Patchway Common Pavilion	513.91
	Electricity at Scott Park Pavilion	446.72
Staff	Salaries (June)	13,821.43
	Total	£49,186.81

98/12. HONORARY FREEMEN

A discussion was held in closed session in which information from the National Association of Local Councils was considered on the new power created in 2010 for local councils to confer honorary titles to persons of distinction who have rendered eminent services to the council's area. It was noted that that the admission of an honorary freeman or freewoman must be made by resolution at a council meeting specially convened for such purpose of which notice of the object of the meeting had been given, and passed by no less than two-thirds of the members of the council.

It was unanimously agreed, proposed Cllr. Grotzke, seconded Cllr. Scott, that such a meeting should be held at the start of the September meeting, to propose that three former councillors, whose names were agreed, who had given exceptional service should be appointed. Arrangements for a ceremony would be considered at a later date.

99/12. COMPLAINT

A complaint had been received by the Council about the conduct of Cllr. Hopkinson. The Council had hoped to discuss this in confidence with Cllr. Hopkinson before deciding whether to take any action. However, Cllr. Hopkinson had not attended the meeting but had passed this information to South Gloucestershire Council and their Legal Officer had advised the Town Council to forward the complaint to him to be dealt with under the appropriate procedures. It was, therefore, agreed, proposed Cllr. Moore, seconded Cllr. Orpen, that this should be treated as an official complaint and forwarded to SGC.

100/12. DATE OF NEXT MEETING

The Council noted that the next meeting would be held on Tuesday 11 September and would commence with Public Question Time.

The Council agreed to have a summer recess during August. During this time, any minor matters would be dealt with by the Chairman or Vice Chairman or in the case of more substantial urgent matters arising, a meeting of the Finance Committee would be called.

