

PATCHWAY TOWN COUNCIL

**Minutes of the Council meeting held on 10 September 2013 at Callicroft House, Rodway Road, Patchway.**

Present: Councillors Mrs E. Orpen (in the Chair) )  
P. Cottrell ) Callicroft  
J. Moore ) Ward  
M. Greensword )  
K Walker )  
S. Scott )  
  
Mrs E. Martin ) Coniston Ward  
  
A. Alsop ) Stoke Lodge  
B. Hopkinson ) Ward

In attendance: Miss M Crump, Deputy Clerk

**93/13. CHAIRMAN OF MEETING**

In the absence of the Chairman and Vice-Chairman, it was agreed that Cllr. Orpen should take the Chair.  
Cllr. Orpen welcomed Miss Crump to the meeting.

**94/13. SPEAKERS**

**Patchway Fire Station**

Cllr Orpen welcomed Cllr Terry Walker and John Day, Deputy Chief Fire Officer, who spoke on the relocation of Patchway Fire Station. Cllr Walker thanked the committee for the invitation and spoke about the need to save funds and introduced the presentation. There is a need to save money, however the aim is to retain the 8 minute response time to incidents in the locality. The relocation of the Fire Station to Filton Airfield site will ensure operational response standards and improve operational facilities.

Cllr Martin asked if the response time could be compromised by the relocation, given the proximity to the A38. Mr Day stressed this would not be an issue. Cllr. Hopkinson asked for clarification of the timescale for the relocation. The relocation is likely to take place around 2015, and it is hoped the move can take place as swiftly as possible to minimise costs. Cllr Hopkinson raised the concern that it was unfortunate that the building could not have been considered as a community centre prior to the development of other facilities.

Cllr Walker stressed that the Fire and Rescue Service is committed to supporting the local community as much as possible, and would welcome the opportunity to discuss

options for the site. Cllr Hopkinson suggested it would be useful to speak to Steve Evans at South Gloucestershire Council as there could be an opportunity to explore the use of 106 Community Infrastructure Project monies for the re-use of the building.

In response to a question from Cllr. Moore, it was noted that savings need to be made by the end of 2018, however the move to a new site is also driven by operational needs.

Cllr. Orpen asked about provision for retained services at Thornbury; it was noted that retained services are not affected. Mr Day also stressed that response times to all areas will not be compromised by the move. In response to a question about service cuts, Cllr Walker stressed that all services face financial challenges and that the Fire and Rescue Service strives to be cost effective whilst maintaining a high quality service. Cllr. Cottrell asked for clarification on how the move would be funded, and Cllr. Walker informed the Council that funds would be forthcoming from the downsizing of the station in Central Bristol and other sources. It was not foreseen that the Council would be approached for funding for the relocation.

Cllr Hopkinson requested that a meeting be arranged to discuss the impact of the closure of Patchway Fire Station.

Cllr. Orpen thanked Cllr. Walker and Mr Day for their update on this issue and for addressing the Council.

### **Patchway Dementia Alliance**

Cllr. Orpen welcomed Eleanor Fairbrother to the meeting. Ms Fairbrother gave an outline of the project, and explained that the initiative is linked to the nationwide “Dementia Challenge” and that the Government has committed funds to improve research, treatment and building dementia friendly communities. The Alliance is based on a foundation of tackling stigma and isolation faced by people living with dementia and their carers, and Patchway is the only community in South Gloucestershire to receive funding to address this, and is working closely with other agencies in the area. The Alliance will also link in with other services that complement the main aims. In addition, the Alliance is keen to forge links and secure support and commitment from local employers and Ms Fairbrother hoped that the Council would formally pledge their support. Cllr. Walker asked if First Bus, as a significant employer, had been approached, and it was noted that they are part of the National Dementia Alliance.

There will be a variety of activities for people living with dementia and their carers, including a memory café. Ms Fairbrother suggested that Council staff and Councillors would be very welcome at the dementia awareness sessions that are being held locally, which aim to increase understanding of the condition. It was noted that Cllr. Gordon will represent the Council for the Alliance.

Cllr. Moore asked for an estimate of the numbers of Patchway residents living with dementia, and it was suggested that more than 100 people locally would be affected, discounting carers and family members. It was noted that the Alliance aims to reach the entire community, to raise awareness, tackle myths and reduce isolation. The Council were pleased to note that the Alliance is encouraging joint working and

collaboration between other agencies within Patchway. Ms Fairbrother provided invitations and Patchway Dementia Action Alliance membership form and the Council agreed unanimously to support the Alliance and pledge to support its aims. Cllr. Gordon would attend the launch on behalf of the Council. The Chairman thanked Ms Fairbrother for her presentation.

**95/13. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Mills (illness), Grotzke (family illness), Tiley (working), Gordon (childcare) and Thorne (another meeting).

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 contacting the office.

**96/13. DECLARATIONS OF INTEREST**

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

**97/13. MINUTES**

Cllr. Orpen asked if the minutes could be approved as a correct record. Cllr. Hopkinson, objected, referring to 85/13 as being inaccurate. This point was debated, and Cllr. Orpen asked that Cllr. Hopkinson write to the Clerk of the Council with his objection. With the exception of this item, the minutes were agreed, proposed Cllr. Scott, seconded Cllr. Moore and signed by the Chairman.

**98/13. MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

**99/13. REPORTS FROM COMMITTEES**

- a) Parks & Open Spaces Committee:  
Cllr. Cottrell presented the minutes of the committee held on 18 July. It was noted that the facilities in the park are well used and popular with local residents. It was noted that Scott Park will be designated as a Queen Elizabeth II Jubilee Park on 21 September. Cllrs Alsop and Hopkinson raised a concern about the path between Standish Avenue and Patchway Common, which is overgrown, and

requested that the Deputy Clerk raise this with the Groundstaff. It was noted that many residents in Patchway faced issues of this nature, and that it was also the responsibility of South Gloucestershire Council to maintain land.

b) Planning & Transport Committee:

Cllr. Scott presented the minutes of the meeting held on 23 July. It was noted that there will be a SGC meeting on 16 October, to be held in Patchway, to further discuss Highwood Lane experimental closure. The Council wished to thank all those who had attended the meeting on 4<sup>th</sup> September in Thornbury. Cllr. Scott reported that Cllr. Mills had placed a petition on this point on-line at the South Gloucestershire website, and that it was also available for residents to sign in their local shops.

c) Finance Committee:

Cllr. Orpen presented the minutes of the meeting held on 3 September. It was noted that there will be a meeting to discuss Stoke Lodge Parish on 17 October. It was noted that Patchway Town Council have to consider the number of councillors required after 2015.

**100/13.                    REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Scott reported that meetings of the Joint Burial Committee had been suspended by Almondsbury Parish Council, as concerns had been expressed relating to the expanding population of Patchway and the potential impact on costs. Cllr. Scott to report to the Clerk in more detail on this issue. The Council thanked Cllr. Scott for this work on this committee.

**101/13.                    CORRESPONDENCE**

- a) ALCA AGM Saturday 2<sup>nd</sup> November, 10.30 am at Bath Guildhall. Our representatives are Cllrs Walker & Scott. The Council requested copies of the report.
- b) The Council asked their congratulations on a successful audit of Council's accounts up to March 2013 be noted.
- c) It was noted that the Deed of Dedication for Scott Park as a QEII Jubilee Field has been registered by the Land Registry.
- d) It was noted that SGC has informed us that as part of the Rugby League World Cup 2013, the Cook Islands team is being based at the Wise Campus in Filton and will be running workshops with local schools. A match between the USA v Cook Islands will be held at the Memorial Stadium in Bristol on Wednesday 30 October.
- e) Councillors are reminded of the opening of Patchway Youth Centre by Cllr. Ian

Boulton on Wednesday 24 September at 6.45 p.m. The Planning Committee will not start until 7.45 pm on that evening to enable Councillors to get back to the office.

- f) Joint Burial Committee: The meeting set for this Thursday will be postponed by the Committee Secretary until the issue of representation of the two councils has been resolved. Cllr. Scott reported to the meeting.
- g) The redevelopment of Cornish Units by Merlin Housing was noted. The houses in Patchway to be redeveloped will be part of Phase 4 of the programme and work will not commence until at least 2016. The total programme will be completed by 2022.
- h) It was noted that Sustainable Transport funding of £50,000 for Rodway Road has been secured in response to the application made by Southern Brooks Community Partnership. This is in addition to the £50,000 New Homes Bonus already allocated. The Patchway Town Centre Group will meet to discuss this funding on Tuesday 24 September at 10 a.m. at the office and it is hoped that a Town Councillor can attend.
- i) It was noted that the Patchway RBL will be organising the Remembrance Parade on Sunday 17 November,
- j) It was noted that forms from the Land Registry have been supplied to residents in receipt of a letter from the “Lord of the Manor” registering his rights to land under their homes. The Council noted that many residents had received this correspondence, and many Councillors had been contacted by residents. Cllr. Walker reported that South Gloucestershire Council had declined to comment on this issue. Cllr. Moore reported that property purchases have and continue to be affected.
- k) It was noted that the Chairman had accepted an invitation to the Queen’s Award to Metryx Ltd which will be presented by the Duke of Gloucester.
- l) It was noted that correspondence had been received concerning the electrification of Great Western Railway. The Clerk was arranging to meet a representative of Network Rail to obtain further information on works to be carried out in Patchway railway cutting.

(Cllrs. Scott and Moore left the meeting)

### **102/13. PLANNING APPLICATIONS**

The Council objected to the following planning applications:

Aztec Roundabout	Display of advertising signs on roundabout (objection – signs likely to cause a distraction)
------------------	---

132 Rodway Road  
(Top Shop) Change of use from retail to hot food  
takeaway (resubmission)  
(Previous objections retained and 134 Roadway Road  
objection regarding the flue)

The Council made no objections to the following applications:

157 Gloucester Road Single storey rear extension (amended plans)

82 Amberley Road Front dormer windows

Virgin Media 7 floor mounted air conditioning  
Aztec West units

63 Stoke Lane Front & rear dormer windows

13 Redfield Road Two storey side and rear and single storey  
rear extension

Land off Bay Tree Close Erection of 4 terraced dwellings (reserved matters)  
Outline planning already granted

78 Cavendish Road was considered at Development Control West on 29 August –  
it was noted that this has been approved.

As the time was 9.30pm, it was agreed that Standing Orders should be suspended to  
permit completion of business.

### **103/13. FINANCE**

The Council noted the following income received:

Rolls Royce FC	Payment of arrears (5/12)	50.00
Wheatpatch Club	Hire of Patchway Common (Apr– May)	860.00
Fim de Semana Café	Hire of Patchway Common pavilion	180.00
HMRC	VAT Refund	6,851.38
South Glos Council	Skatepark Grant	10,490.00
Four Towns & Vale Link	Electricity Recharge (Jan-May 2013) and Gas Recharge (Jan-Jul 2013)	844.44

Wheatpatch Club	Hire of Patchway Common pavilion (June)	400.00
Almondsbury Athletic FC	Hire of pitches Scott Park (Jan-April)	390.00
Play Days Preschool	Hire of Patchway Common pavilion (June/July 2013)	700.00
	<b>Total</b>	<b>£20,765.82</b>

The Council noted the following direct debits:

Paid to whom	Particulars of payment	Amount
Allstar	Diesel for van and petrol for hand tools	£125.92
Allstar	Diesel for van	£90.00
British Gas Services (Commercial) Ltd	Boiler maintenance at Sports and Social Club	£34.49
British Gas Services (Commercial) Ltd	Water heater maintenance at Patchway Common Pavilion	£27.30
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Callicroft House, Scott Park, Casson Centre, Patchway Common	£116.00
Total Gas and Power	Gas - Callicroft House	
	Gas - Callicroft House	£20.09
	Gas - Sports Pavilion	£206.76
	Gas Casson Day Centre	£188.74
		£237.12
	<b>Total</b>	<b>£1,046.42</b>

The Council approved the following expenditure:

1	Advanced Security Systems Ltd	Callicroft House alarm service and maintenance, Casson Centre alarm service and maintenance, The Pavilion alarm service/maintenance	£270.00 £270.00 £480.00
2	Advanced Security Systems Ltd	Door Entry System Coniston Community Centre	£2,958.00
3	Bath and North East Somerset	Avon Pension Fund	£3,401.31
4	Bristol Water	Scott Park	£114.41
5	British Gas	Final Electricity bill Casson Centre	£161.08
		Final Electricity Bill Callicroft House	£281.85

6	BT Payment Services Ltd	BT Payphone 01454 202283	£141.78
7	Consortium	Cleaning Materials and Stationery	£344.56
8	Eco-Gas	Power flush heating system	£1,070.00
9	Fencing Services Ltd	Replacement of palisade fencing in Scott Park	£7,659.60
10	FRS Countrywear Ltd	Premium Polo Shirts - Red	£88.48
11	Grant Thornton	Fee for audit of 2013 Annual Review	£1,560.00
12	HM Revenue and Customs	PAYE (Aug)	£4,129.00
13	M Loveridge	Repairs Patchway Community Centre	£35.00
14	R Hainey	Sigma - Removing vandalised panel - supplying new panel - Skate park	£296.00
15	J E Thomas	Makro goods - vacuum cleaner	£95.99
		Brissco Plastics	£29.92
16	Mr K Oakhill	Exterior window cleaning	£30.00
17	Orange	Mobile Phone charges (Jul/Aug)	£26.10
18	Eve Orpen	Ovenclean - Cleaning oven and hob Patchway CC	£40.00
19	Mr G Osborne	Travel Claim - Trip to Saltex 5 Sept 13	£85.50
20	Ocean Corporate Hygiene Ltd	V Screen Urinal Screen	£25.34
21	Patchway Autoparts	Aerial Adaptor, Black Cable tie	£7.76
22	Mr M Dark	Window Cleaning - Casson Centre and Pavilion	£116.00
23	Scoops Property Maintenance	Removal and Fitting of door locks – Patchway Community Centre	£100.21
24	Soccertackle.com	Goal post net hooks	£22.49
25	Virgin Media Business	Broadband (Jul & Aug)	£72.00
26	T H White	Work to McCormick Vehicle labour, parts	£483.98
27	Coniston Community Association	Grant for Coniston Toddler Group Grant for Patchway Friendship Club	£650.00
28	Southern Brooks Community Partnership	Grant (2 and 3/10)	£1,500.00
29	R O Williams and Son	Grass cutting and Clearing	£595.20
30	Mrs L Hamid	Clerks expenses: Batteries Cold Buffet Key cutting Postage	£1.25 £15.00 £10.00 £1.09
	<b>Total</b>		<b>£27,168.90</b>

### 104/13. DATE OF NEXT MEETING

It was noted that the next meeting of the Town Council would be held on Tuesday 8 October and would commence with Public Question Time.