

PATCHWAY TOWN COUNCIL

**Minutes of the Council meeting held on 14 January 2014 at Callicroft House, Rodway Road, Patchway.**

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

**1/14. APOLOGIES FOR ABSENCE**

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

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.

**2/14. 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.

**3/14. MINUTES**

The Minutes of the meeting of the Council held on 10 December 2013, which had been circulated, were approved as a correct record and signed by the Chairman.

**4/14. MATTERS ARISING FROM THE MINUTES**

- a) Patchway Town Centre Vision: 136/13  
The Council noted a verbal report by the Clerk on the previous week's meeting with consultants and SGC officers.

- b) Traffic issues meeting: 141a/13  
It was noted that the next meeting would be held in the week commencing 10 February and that the Clerk would inform members as soon as the date was set. Cllr. Scott reported that SGC had agreed to make £25,000 available for Coniston Road traffic issues in addition to the funds payable by Bovis.
- c) Meet your Councillor: 146b/13  
Cllrs Orpen and Martin agreed to represent the Council at a meeting of Charlton Hayes residents on 29 January at 7.30 p.m.

#### **5/14. REPORTS FROM COMMITTEES**

- a) Finance Committee: Cllr. Grotzke presented the minutes of the meeting held on 7 January, which had been circulated, and which were endorsed by the Council. The main discussion had been on the budget for next year.

#### **6/14. ADOPTION OF BUDGET AND PRECEPT FOR 2014-15**

The Chairman reported that the Finance Committee had recommended that the budget for 2014-15 would be £660,000. The Tax Support Grant payable to the Council would be £79,868 and £40,000 of the Council's balances would be used to offset the budget. This would create a Precept of £540,727. The Chairman stated that this was a positive budget and the Council could take pride in its satisfactory balance.

The Councillors who lived in Patchway (all those present except Cllr. Scott) declared their pecuniary interest in this financial matter and requested a dispensation to take part in the discussion and voting on the following grounds: Failure to grant a dispensation would impede the transaction of the business because of the number of councillors having the same disclosable pecuniary interest. This was unanimously agreed by the Council.

The Budget and Precept were proposed by Cllr. Walker, seconded by Cllr. Scott and unanimously agreed.

#### **7/14. REPORTS FROM LOCAL ORGANISATIONS**

There were no reports.

#### **8/14. REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Scott reported that the SGC Core Strategy had been passed, although he had voted against due to the lack of sufficient employment land and the use of Green Belt land for development.

An achievement had been the inclusion of a minimum parking standard for new buildings rather than the previous maximum number. Also resident only parking schemes would be easier to obtain.

**9/14.            CORRESPONDENCE**

- a) Councillors were interested to see Merlin Housing's preliminary options for Coniston Parade, particularly option 6 which involved blocking the underpass and constructing a new access road to parking outside the shops. The Council noted that, once the Merlin Board has assessed the options, a meeting would be arranged with the Town Council.
  
- b) The Council noted an update from Southern Brooks on the Youth Centre. It was noted that a pre-school group would be moving into the Centre at the end of February and Mrs Close thanked the Council for supporting the Centre in the interim period.  
A new youth worker to manage the Centre had been appointed, Alison Finn, and it was agreed to invite her to speak at a future Council meeting. *This was subsequently arranged for 9 p.m. on Tuesday 11 March.*
  
- c) Street Scene Services Contract: It was noted that a meeting would be arranged with the appropriate SGC officer to formalise details of the arrangements after April.
  
- d) The Council noted that a meeting with SGC to discuss Charlton Hayes phases 2&3 had been arranged for 23 January at 10.30 a.m.  
Dates were still awaited from Brian Glasson and Jon Lewis for a meeting with Almondsbury and Filton Councils to discuss the development on the airfield.
  
- e) The Council noted that various training courses were available for Councillors through the Local Councils Association and that the Clerk had details.
  
- f) The Council noted that the next meeting of the Public Transport Forum would be held on 3 February 7 p.m. at Kingswood.
  
- g) The Council noted an invitation to make nominations for the SGC Chair's Community Awards by 21 March. It was agreed to nominate John Thomas.
  
- h) Councillors were reminded that the meeting with the Patchway Branch of the Royal British Legion had been arranged for Wednesday 12 February at 7.30 p.m. at the Club.
  
- i) The Council noted that the Core Strategy had been adopted by South Gloucestershire Council.

- j) Patchway Community Association had sent request for information on the building programme for the Community Centre. Cllr. Orpen declared an interest as a Trustee of the Community Association.  
It was agreed to reply that, as there are proposals under discussion with SGC and Bovis for the Rodway Road area which have not been finally agreed, it would not be appropriate to discuss the future of the community centre at present.
- k) The Council was pleased to note Christmas wishes from Gauting.
- l) The Council noted a letter of thanks for the grant to Four Towns & Vale Link Community Transport.

**10/14. PLANNING APPLICATIONS**

The Council made no objection to the following applications:

35 Bibury Avenue	Front dormer window
44 Arlingham Way	Front porch and 1 <sup>st</sup> floor rear extension over existing ground floor extension
Travellers Rest PH	18 illuminated signs
ADT Fire & Security Park Avenue, Aztec West	8 air conditioning units
24 Brighton Road	Single storey rear and side extension
Everything Everywhere Aztec West	Fenced enclosure for back-up generators
55 Stoke Lane	Certificate of Lawfulness: single storey rear extension

*The Council made no objection but queried why a Certificate of Lawfulness was being applied for and not planning permission. The Clerk subsequently spoke to the Planning Officer and was informed that this extension did not require planning as it was Permitted Development. It was an option for a resident to request a Certificate of Lawfulness to keep with their Deeds in the event of the sale of the property so there was no later query about the lawfulness of the extension.*

The Council noted that a letter had been received from The Wave, Bristol, confirming that the planning application for this surfing lake in Easter Compton had been submitted.

## 11/14. FINANCE

The Council noted the following income received:

Filton Town Council	Reimbursement for place on Machinery Handling Course (Nov 2013)	£149.50
Four Towns and Vale Link	Gas Recharge Jul-Nov 2013	£166.86
Garden Society	Casson Centre rent	£40.00
South Glos Council	Skate Park Grant – New Homes Bonus	£15,000
Underwater Photography Club	Casson Centre rent: Feb – Dec 2013	£220.00
Allotment Association Pretoria Road Allotments	Casson Centre: room hire Rent – 2013	£5.00 £1,430.25
Photocopying charges Blakeney Road Allotments		£5.00 £607.50
SARI	Room hire – Callicroft House	£60.00
Carers Support Service	Room hire – Callicroft House	£200.00
Patchway Sports and Social Club	Rent and car park	£3459.13
Wheatpatch	Rent Nov 2013	500.00
Fim de Semana Café	Rent Nov 2013	300.00
Play Days Preschool	Rent – Sept/Oct/Nov 2013	£1,200.00
<b>Total</b>		<b>£23,342.79</b>

The Council agreed the following expenditure:

### **Expenditure - Direct Debits**

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	£27.30
British Gas (Commercial) Services Ltd	Boiler maintenance contract payments for Callicroft House, Scott Park, Casson Centre and Patchway Common	£127.64
Total Gas and Power	Electricity – Callicroft House	£95.90
Total Gas and Power	Electricity – Casson Centre	£45.37
Total Gas and Power	Electricity – Patchway Common	£432.18
Total Gas and Power	Electricity – Scott Park	£230.57
Total Gas and Power	Gas – Patchway Common	£81.53

**Other Expenditure**

ABC Fire Protection	Extinguisher maintenance – Callicroft/Casson Centre Patchway Common/ Scott Park	£326.16
Bath and North East Somerset	Avon Pension Fund (December 2013)	£3,165.11
Bristol City Council	Plants for Scott Park/Rodway Rd	£83.40
Building supplies (Patchway) Ltd	Post fix cement	£5.20
CommuniCorp	Subscription - Local Councils Update	£75.00
The Consortium	Cleaning materials and stationery	£280.73
Countrywide	Tools for Groundstaff	£41.63
George Carr & Sons (Saws) Ltd	Tools for Groundstaff	£155.78
CPRE	Subscription	£29.00
Ecogas	Repairs/commissioning of boilers – Patchway Community Centre	£1,730.00
Golesworthy Flooring Ltd	Carpet and flooring for Callicroft House	£1,110.00
GWE Business West Ltd	Bristol Chamber Membership renewal	£300.00
HMRC	PAYE for Dec 2013 salaries	£3,927.50
Institute of Groundsmanship	Associate Membership	£104.00
Orange	Mobile charges Nov/Dec 2013	£46.10
Patchway Autoparts	Screen wash, brake fluid	£13.50
South Glos Council	Ground rent for Coniston Community Centre	£250.00
Southern Brooks Community Partnership	Grant for Youth Centre	£750.00
Southern Brooks Community Partnership	Staff Christmas lunches at Brooks Café	£132.00
J E Thomas	Patchway Community Centre maintenance	£49.10
Virgin Media	Broadband rental Dec 2013	£36.00
Viridor	Skip hire and ad hoc charges	£231.16
Clerks expenses	<b>Total</b>	£127.84
	Christmas refreshments for	£19.59

	Councillors	
	Light bulbs	£5.35
	Milk for meetings	0.99
	Xmas cards for twinning towns	£4.50
	Mop and bucket for Patchway Common	£4.98
	Metal drive channelling for office car park	£31.16
	Picture frame	£9.00
	Postage	£51.82
	Milk for meetings	.45
Salaries (Dec 2013)		£13,319.22
Nigel Whale	Groundstaff volunteer expenses	£88.00
<b>Total</b>		<b>£14,132.39</b>

**12/14.      DATE OF NEXT MEETING**

It was noted that the next meeting of the Town Council would be held on Tuesday, 11 February 2014 at 7.30 p.m. and would commence with Public Question Time.