

PATCHWAY TOWN COUNCIL

**Minutes of the Council meeting held on 11 February 2014 at Callicroft House, Rodway Road, Patchway.**

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

**13/14. PUBLIC QUESTION TIME**

Ted Taylor, 58 Falcon Drive

A street light in the alley at the rear of 4/5 Falcon Drive is still out, although reported previously to SGC. The Clerk would follow up this complaint.

A resident is parking two vans partly on the pavement at the bottom of Windermere Road making the carriageway very narrow. This would be raised at a forthcoming meeting with SGC officers on traffic issues.

A system of parking permits would ease parking problems in Patchway. Cllr. Scott stated that SGC has agreed a new arrangement for setting up Parking Permit areas and Patchway could highlight this in its forthcoming Community Plan.

Rebecca Strong, Stoke Lane

There is no bus timetable in the shelter at Holy Family Church.

Closure of Highwood Road: a group of residents have to complain to SGC before the matter can be referred to the Ombudsman.

Cllr. Grotzke

Residents had complained to him about the condition of the paint on the outside of various blocks of flats in Coniston Road. He has referred this to Merlin.

**14/14. APOLOGIES FOR ABSENCE**

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

Absent without apologies: Cllrs. Hopkinson and Pomfret.

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.

#### **15/14. 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.

#### **16/14. MINUTES**

The Minutes of the meeting of the Council held on 14 January 2014, which had been circulated, were approved as a correct record and signed by the Chairman.

#### **17/14. MATTERS ARISING FROM THE MINUTES**

- a) Patchway Town Centre Vision: 4a/14  
The Council noted the minutes of the meeting held on 9 January with consultants and SGC officers. It was also noted that the Fire Station would be moving from its present site in 2018.
- b) Charlton Hayes: 9d/14  
The Council noted the minutes of a meeting held with SGC officers on phases 2 & 3 of Charlton Hayes held on 23 January.  
Cllr. Orpen reported on a “Meet Your Councillor” meeting she had attended where residents had raised questions about litter bins, dog bins, fences, pavements, TPOs and bus stops, all of which she had referred to SGC.
- c) Traffic issues meeting: 4b/14  
The Council noted that the meeting with SGC officers would be held the following day at 10 a.m. Councillors were encouraged to attend.

#### **18/14. REPORTS FROM COMMITTEES**

- a) Parks & Open Spaces Committee  
Cllr. Grotzke presented the minutes of the meeting held on 23 January, which had been circulated, and which were endorsed by the Council.
- b) Planning Committee  
Cllr. Scott presented the minutes of the meeting held on 28 January, which had been circulated, and which were endorsed by the Council.

- c) Finance Committee  
Cllr. Mills presented the minutes of the meeting held on 4 February, which had been circulated, and which were endorsed by the Council. The main discussion had been on the budget for next year.
- d) Personnel Committee  
Cllr. Mills presented the minutes of the meeting held on 20 January in confidential session. The actions were endorsed by the Council.

#### **19/14. REPORTS FROM LOCAL ORGANISATIONS**

##### Joint Burial Committee

There was a discussion on the running of the Burial Committee and it was noted with surprise that it had been agreed some years previously that Almondsbury Parish Council was the lead authority in respect of employing staff and regulating the administration and finance of the Committee. The Council agreed that there was, therefore, no point in meeting with Almondsbury to discuss this issue the following day.

It was noted that the next meeting of the Burial Committee was set for 27 February.

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

#### **20/14. REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Orpen reported on the decision of SGC to defer a decision on the Persimmon Homes' application to build on the Cribbs Causeway side of the runway until the consultation on the whole site had been completed.

There was concern that Patchway Sports Centre would not be subsidised by SGC after 2015 due to financial cutbacks and it was suggested that the New Homes Bonus could be used to keep it open.

Cllr. Scott reported that in the final SGC budget, libraries, youth centres and street lighting had been saved from cuts.

#### **21/14. CORRESPONDENCE**

- a) Patchway Station Security Meeting: The Council asked that the minutes of this meeting should be sent to all Councillors for information.
- b) It was noted that the meeting with the British Legion committee would be held the following day and that information from the Co-op Funeral Service had been obtained.
- c) The Council noted the Government-funded road improvements which were to

take place in the Patchway area during 2014, including widening roads at the M5 junctions 16 and 17, widening of Gypsy Patch Lane with A38, extending width of A4174 and A38 at Filton Roundabout. These funds were through the 'Pinch Point Programme'.

- d) The Council noted the response from Street Care Inspector following site visits in Patchway. These would be reported to the Planning & Transport Committee meeting.
- e) Referendum Threshold for Parish & Town Councils 2014-15: The Council noted that there would be no threshold for Precepts next year but that the Government had stated this could be a possibility for large councils from 2015-16.
- f) SGC Waste Management Supplementary Planning Document: The Council noted that there was a consultation until mid-March and agreed to refer this matter to the Planning & Transport Committee.
- g) Councillors noted that Alison Finn, Youth Leader at Patchway Youth Centre, would be speaking at the next Council meeting at 9 p.m.
- h) Changing Patchway Town Council boundary: SGC had informed the Council that the Regulatory Committee would consider a report on this issue at the beginning of June.
- i) Bridgehouse Capital had offered various dates to present plans for their housing development of the runway. The Council agreed to invite them at 6.30 p.m. on Tuesday 4 March, before the Finance Committee.

#### **22/14. PLANNING APPLICATIONS**

The Council made no objection to the following applications:

Liverpool Victoria Aztec West	Replacement of air handling units on roof and new electricity sub-station
56 Bevington Close	Single storey rear extension(conservatory) Larger Home Extension allowed as Permitted Development
1 Falcon Close	Single storey front extension & garage conversion for living accommodation
47 Rodway Road	Certificate of Lawfulness for rear dormer for loft conversion

## 23/14. FINANCE

The Council noted the following income received:

BMX Club	Room hire	£5.00
Bradley Stoke United FC	Pitch Hire	£510.00
Almondsbury Youth FC	Pitch Hire	£238.00
Stoke Lane FC	Pitch Hire	£1254.00
Fim de Semana	Rent for Patchway Common Pavilion	£280.00
Patchway Town FC	Pitch Hire Scott Park	£1056.00
Wheatpatch Club	Dec 2013 rent for Patchway Common Pavilion	£380.00
<b>Total</b>		<b>£3,723.00</b>

The Council noted the following Direct Debits:

All Star Fuel Services	Petrol and diesel for PTC vehicles	£281.38
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 payment for Callicroft House, Scott Park, Casson Centre, Patchway Common	£127.64
Total Gas and Power	Gas – Callicroft House	£853.03
Total Gas and Power	Gas – Scott Park	£415.82
Total Gas and Power	Electricity – Casson Centre	£57.60
Total Gas and Power	Electricity – Patchway Common	£125.46
Total Gas and Power	Electricity – Scott Park	£302.57
Total Gas and Power	Electricity – Callicroft House	£123.64

The Council agreed the following expenditure:

Bath and North East Somerset	Avon Pension Fund (December 2013)	£3,171.06
BT	Public phone at Patchway Common Pavilion	£145.20
Bristol Water	Water & Sewerage – Callicroft House	£102.04
Bristol Water	Water & sewerage – Casson Centre	£68.30
Canon	Copier charges	£88.62
Classic Landscapes Ltd	Move memorial tree in Scott Park	£182.40

Consortium	Stationery and cleaning materials	£187.32
M D Crump	Travel expenses (On line planning applications training)	£9.90
Mr M Dark	Window Cleaning – Casson Centre, Callicroft House & Patchway Common Pavilion	116.00
FRS Countrywear Ltd	Fleece and Sweatshirt for groundstaff	£46.22
HMRC	PAYE for January 2014	£3,941.68
IRIS Business Solutions	P60s for year end	£32.40
Mayo's Plumbing	Patchway Community Centre water heater repair	£45.00
Orange	Mobile phone invoice – Jan 2014	£27.87
S A Decorating	Decorating of Casson Centre and Callicroft House	£2,633.00
South Gloucestershire Council	Christmas lights installation and removal	£5,208.46
South Gloucestershire Council	Phone bill Callicroft House – Apr – Sept 2013	£504.67
South Gloucestershire Council	Phone bill Callicroft House – Oct – Dec 2013	£267.10
Southern Brooks Community Partnership	Grant – final payment	£750.00
J E Thomas	Electrical items, cleaning material and stationery for Patchway Community Centre	£104.03
This is Bristol Jobs	Deputy Clerk job advert	£353.99
Tincknell Fuels Ltd	Diesel fuel	£919.38
UK Industrial Supplies	Work boots for groundstaff	£71.88
Virgin Media Payments	Broadband – Feb-Mar 2014	£36.00
Wrekin Concrete Products Ltd	Gravel boards and corner posts (Pretoria Road allotments)	£732.00
<b>Clerks expenses</b>	<b>Total</b>	<b>£170.48</b>
	Mop for the Pavilion	£1.40
	Vacuum cleaner tool	£14.95
	Tea and coffee for office meetings	£6.89
	Carpet square	£1.00
	Milk for meetings	.99
	A3 printer for office	£79.00
	Waste bin for Callicroft House	1.25

	Tyre for groundstaff van	£65.00
<b>Clerks expenses for Dec 2013</b>	<b>Original cheque cancelled - new cheque re-issued</b>	<b>£392.26</b>
Urban Recreation	Installation of Teen Shelter	£984.00
Salaries (January 2014)		£13,343.92
Nigel Whale	Ground staff volunteer expenses	£88.00
Patchway Community Sports Association	Grant	£250.00
<b>Total</b>		<b>£ 37,949.31</b>

**24/14.        DATE OF NEXT MEETING**

It was noted that the next meeting of the Town Council would be held on Tuesday, 11 March 2014 at 7.30 p.m. with a speaker, Alison Finn, at 9 p.m.