

PATCHWAY TOWN COUNCIL

**Minutes of the Council meeting held on 8 April 2014 at Callicroft House, Rodway Road, Patchway.**

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

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

A. Alsop - Stoke Lodge Ward

**38/14. MURIEL RICHARDSON**

Councillors stood in memory of Muriel Richardson, who had died on 23 March. Mrs Richardson was a Town Councillor from 1995-2003.

**39/14. PUBLIC QUESTION TIME**

Mr. J. Richardson, Severn Way

Mr. Richardson, supported by a number of other residents, spoke in support of the retention of the underpass at Coniston Parade as he had seen in the Council's minutes that consideration was being given to closing it to make space for road access to The Parade with a surface crossing of Coniston Road. Mr. Richardson said that the underpass was well used and safe, although it needed improved lighting and drainage and that statistics showed that crossings were not as safe as underpasses.

Mr. P. Hawkins, Bradley Road

Mr. Hawkins supported the above statement and asked why a proposal would be made to undo a safety feature which was even more needed with the increased traffic using Coniston Road.

A petition to keep the subway open and signed by 21 residents of Langdale Court and surrounding roads was also presented.

The Chairman thanked Mr. Richardson for his passionate speech and explained that the Town Council had received a number of requests over the years for a surface crossing as some residents considered the underpass unsafe to use, particularly at night and when it flooded in heavy rain. The Council had passed these comments on to South Gloucestershire Council on a number of occasions and most recently when SGC began consideration of a traffic review of Patchway, focussing on Coniston Road. Merlin Housing Society had also undertaken consultation in 2013 on improvements to Coniston Parade. One of the ideas being considered by Merlin was to create a new turning into The Parade so that residents could park directly outside the shops but no decisions had yet been taken on the project to regenerate the Parade area.

Cllr. Mills explained that the proposals for the Patchway Traffic Review would be part of a public exhibition at Patchway Community Centre, Rodway Road, on Thursday 29 May from 2-7 p.m. when residents were welcome to put forward their views.

Miss R. Strong, Stoke Lane

Miss Strong queried the effectiveness of raised platforms in reducing traffic speed.

Mr. E. Taylor, Falcon Drive

Mr. Taylor reported that the light in the alley by his house was still out. The Clerk said she had been informed by SGC that it had been repaired but would speak to Street Care again. Mr. Taylor also reported that the footpath along Highwood Road on the airfield side was blocked by the builders. The Clerk would speak to Bovis on this issue.

#### **40/14. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Martin (holiday), Gordon (holiday), Orpen (holiday), Thorne (unwell) and Grotzke (unwell).

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.

#### **41/14. 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.

#### **42/14. MINUTES**

The Minutes of the meeting of the Council held on 11 February 2014, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Scott and seconded by Cllr. Walker.

#### **43/14. MATTERS ARISING FROM THE MINUTES**

a) Annual Town Meeting: 29b/14

It was noted that Patchway Community Centre's New Hall was free for the afternoon and evening of Thursday 29 May and it was agreed to book this date for the Exhibition of the Traffic Review proposals, Sports Strategy and Town Centre Vision. This would be from 2-7 p.m., followed by the Annual Town Meeting at 7.30 pm. The officer drawing up the proposals for the Traffic Review, Chris Hanson, could attend on this date. This would mean moving the

Parks Committee to the previous day which would be done with the agreement of Cllr. Grotzke.

It was also noted that Chris Hanson would attend a site visit for Councillors on Monday 14 April at 2 pm at the office to look at suggestions for inclusion in the Traffic Review.

b) War Memorial: 31/14

The Council noted that a meeting had been held the previous week with the British Legion representatives and Co-op Funeral Service and alternatives for refurbishing the memorial had been discussed. Alternative quotations would be sent by the Co-op for consideration. It was noted that the work could cost up to £15,000 but the Co-op would make a contribution.

It was agreed to put an appeal in Patchway People for information on local service personnel and civilians killed in the two World Wars.

c) Cribbs Patchway New Neighbourhood: 29c/14

SGC would like to hold a further meeting with representatives of Patchway, Filton & Almondsbury. Several dates in late May and early June had been proposed by SGC and Councillors gave their preferences. The other Councils would be consulted before the date was fixed.

**44/14. REPORTS FROM COMMITTEES**

a) Planning Committee

Cllr. Scott presented the minutes of the meeting held on 25 March, which had been circulated, and which were endorsed by the Council.

b) Parks & Open Spaces Committee

Cllr. Cottrell presented the minutes of the meeting held on 27 March, which had been circulated, and which were endorsed by the Council.

c) Finance Committee

Cllr. Mills presented the minutes of the meeting held on 1 April, which had been circulated, and which were endorsed by the Council. Arising from these minutes, it was agreed to support Patchway Community Association's application for New Homes Bonus funding for repairs to the community centre. It was also agreed to send a letter of thanks and a Patchway engraved paperweight to Ian Foulner in recognition of his work as Clerk to the Burial Committee for many years.

The Finance Committee had recommended that the Council should consider and discuss the proposed Town Centre Vision with a view to adopting this as Council policy. It was agreed that this should be shown on the projector for discussion in closed session at the end of the meeting.

#### **45/14. REPORTS FROM LOCAL ORGANISATIONS**

No reports were given.

#### **46/14. REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Scott reported that SGC had adopted its capital budget and adopted the Cribbs Patchway New Community SDP.

Cllr. Orpen had given the Clerk information from the March meeting of the Planning, Transportation and Strategic Environment Committee which included funding for the following Patchway projects in 2014-15: New zebra crossings of Stoke Lane at Dyrham Parade and Painswick Avenue; Coniston Road subway parapet works; Resurfacing of roads - Standish Avenue, Cranham Drive, Windermere Road, Hempton Lane (from college entrance to the turning circle) and Amberley Road; Sycamore Drive footpath slurry seal from Cedar Close to Baytree Close; Upgrading the footpath into a shared footpath/cycleway in Coniston Road from Eagle Drive to Blakeney Road (Safer Routes to Schools programme); Hayes Way, a footpath to be added to the central section. It was agreed to list these works in Patchway People.

#### **47/14. CORRESPONDENCE**

- a) Councillors noted an invitation to a SGC Conference on Better Care - Stronger Communities, to be held on Friday 25 April 10-4 at St. Michaels Old School Rooms, Stoke Gifford. Anyone interested as asked to notify the Clerk.
- b) Councillors noted an invitation to a SGC Equalities Conference on Monday 12 May, from 9-1 at BAWA.
- c) It was noted that Network Rail would be carrying out a bat survey in the tunnel vent on The Tumps prior to electrification work of the line.
- d) It was noted that Almondsbury Parish Council had appointed a new Clerk to the Burial Committee: Caroline Child. This information would be passed on to the Patchway representatives on this committee.
- e) The Council noted that Patchway Safer & Stronger Committee wish to create a seating area on the grass at the top of Callicroft Road, using SGC grant funding which is available to the Committee. It was also noted that the Clerk had sent an enquiry to SGC for permission to use part of this highway verge and a reply was awaited.  
The Council noted that Cllr. Alsop had been elected as Chairman of this Committee with Elaine Tayler as Vice-Chair.
- f) It was noted that the SW Conference of Local Council Associations is holding a Regional Conference for Clerks and Councillors on Wednesday 30 April, 10-4 in Tiverton, price £65.

- g) Avon Local Councils Association's AGM would be held on Thursday 29 May, 7.15 at Bradley Stoke. The Clerk would send apologies as this was the evening of the Annual Town Meeting.
- h) The Council noted correspondence from Trading Standards on the use of Coniston Road by HGVs.
- i) A letter of thanks from North Patchway Hall for the grant received was noted. The Treasurer of the Hall had said that an invitation would be sent for Councillors to visit the Hall and see the improvements when the work was completed.

**48/14. PLANNING APPLICATIONS**

The Council made no objection to the following applications:

Land & highways between Cribbs Causeway and Hengrove	Rapid Metro Bus route
56 Durban Road	First floor rear extension and alteration to roofline for loft conversion
Bradley Stoke Community Centre, Brook Way	1 non-illuminated fascia sign

The Council noted that the following application had been withdrawn:

9 Redfield Road	Detached bungalow in rear garden
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**49/14. FINANCE**

The Council noted the following income received:

Mrs L. Hamid	Refund of installation charge from John Lewis Partnership for cooker at the Pavilion - unable to install	£75.00
Southern Brooks Community Partnership	Payment for cabinet fixture	£3.08
Patchway Sports and Social Club	Ground rent and car park works (4/8)	£3459.13
Coniston Community Association	Grant Repayment	£518.52

Coniston Community Association	Grant Repayment	£1053.00
South Gloucestershire Twinning Association	Hire of Callicroft House	£20.00
Fim De Semana Café	Hire of Patchway Common Pavilion (February)	£160.00
Customers	Photocopies	4.06
Coniston Community Association	Grant Repayment	1.00
<b>Total</b>		<b>£5,293.79</b>

The Council noted the following Direct Debits:

Allstar	Fuel for ground staff vehicles	£153.81
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

The Council agreed the following expenditure:

Avon Local Councils' Association	Annual Subscription to NALC	£1010.87
B&Q (Leslie Brooks)	Wood for Notice Board at Pretoria allotments (part of grant)	£48.01
Briant Tyre and Exhaust Services	Tube fitted to loose wheel on mower	£23.94
Briant Tyre and Exhaust Services	Quad Tyres for mower, valve, callout charge	£350.28
Briant Tyre and Exhaust Services	Tyre for WR55 LGU, valve, balance, disposal	£50.00
Briant Tyre and Exhaust Services	2 punctures, day callout	£120.00
Bradley Stoke Town Council	Manual Handling Course x 2	£30.00
Brissco Plastics (Leslie Brooks)	Glazing for Scott Park/Pretoria allotments notice boards	£58.32
Building Supplies	Madine Screw and Nut	£9.55

(Patchway) Limited		
Consortium	Office Dust Mat	£116.39
Consortium	Cleaning materials and Files	137.19
	Callicroft House	
Consortium	Cleaning materials Callicroft House	63.10
FRS Countrywear Limited	Ground staff Work Clothing	£136.94
HMRC	PAYE March 2014	£4010.34
Mogford Prescott Ltd	Maintenance to Callicroft House	1287.74
Mogford Prescott Ltd	Maintenance to Casson Centre	705.71
Mogford Prescott Ltd	Maintenance to Patchway Common	448.75
Mogford Prescott Ltd	Maintenance to Scott Park	928.58
Mogford Prescott Ltd	Maintenance to Patchway Common	81.52
Patchway Autoparts	Cable ties, rivets, sandpaper	£8.74
Patchway Autoparts	Long Shackle Padlock	15.16
Patchway Autoparts	Cable ties	4.80
Patchway Community Sports Association	Balance of Grant	£750.00
Post Office Ltd ( <b>Paid 28/03/2014</b> )	Vehicle Tax for truck WR55 LGU	£220.00
Select Electrics Ltd	CCTV maintenance Rodway Road	£420.00
South Gloucestershire Council	Ground Rent Coniston Community Centre	£250.00
South Gloucestershire Council	Rate Demand Callicroft House	£8796.50
South Gloucestershire Council	Rate Demand Scott Park pavilion	£2402.10
South Gloucestershire Council	Rate Demand Patchway Common pavilion	£1860.45
South Gloucestershire Council	Dropped Kerb payment Hempton Lane x 3	£150.00
South Gloucestershire Council	Hempton Lane Dropped Kerb utility searches	300.00
SGS Printing	Letterhead Printing	£314.40
TH White Ltd	Oil leak on Ransoms mower. Investigation, new parts, labour and oil.	£661.87
Viridor	Skip Hire, Patchway Common Pavilion and Scott Park	477.52

Virgin Media Business	Broadband	£36.00
WPS Insurance Brokers	Motor Insurance Policy	1976.69
Mrs L. Hamid	Mileage Claim April 2013 – March 2014	£417.30
	Salaries (March 2014)	£14,921.47
<b>Total</b>		<b>£30,348.63</b>

**50/14. TOWN CENTRE VISION**

The Chairman presented the proposed vision to the Council, which had been prepared by Oxford Architects, following discussions by the Town Centre Working Group, for inclusion in SGC's document on the future of Town Centres in South Gloucestershire. It was noted that this document had already been circulated to all Councillors prior to the meeting and that the next step would be for the adopted vision document to be displayed at the Annual Town Meeting at the end of May for public consultation.

Following a discussion and comments on the value of the proposals to bring the old and new areas of Patchway together by creating a vibrant town centre which would be a venue for local people of all ages and interests, including new housing, shops and community facilities, it was proposed by Cllr. Alsop, seconded by Cllr. Scott and unanimously agreed to adopt the Town Centre Vision as Council policy. It was also agreed to arrange a meeting with Patchway Community Association to inform them of the Vision.

**51/14. DATE OF NEXT MEETING**

It was noted that the Annual Meeting of the Town Council would be held on Tuesday, 13 May at 7.30 p.m.