

PATCHWAY TOWN COUNCIL

Minutes of the Annual Council Meeting held on 13 May 2014 at Callicroft House, Rodway Road, Patchway.

Present: Councillors C. Mills (in the Chair))
E. Gordon JP)
M. Grotzke) Coniston Ward
Mrs E. Martin)

Mrs E. Orpen)
P. Cottrell) Callicroft
M. Greensword) Ward

Ms S. Pomfret - Stoke Lodge Ward

52/14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Tiley (working), Alsop (holiday), Thorne (working) Scott, Hopkinson and Walker (attending Area Forum).

Absent without apologies: Cllr. Moore

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.

53/14. 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.

54/14. ELECTION OF MAYOR & DEPUTY MAYOR

Councillor Mike Grotzke was proposed by Cllr. Orpen and seconded by Cllr. Martin as Mayor and Chairman of the Council. There were no further nominations and Cllr. Grotzke was unanimously elected.

Councillor Chris Mills was proposed by Cllr. Martin and seconded by Cllr. Orpen as Deputy Mayor and Vice Chairman of the Council. There were no further nominations and Cllr. Mills was unanimously elected.

55/14. ELECTION OF COUNCIL COMMITTEES

The following Councillors were elected to serve on committees for the following year:

Finance Committee

Cllrs. Mills, Grotzke, Cottrell, Scott, Walker, Martin, Alsop, Orpen, Greensword (9)

Parks Committee & Open Spaces

Cllrs. Martin, Grotzke, Mills, Gordon, Cottrell, Greensword, Pomfret (7)

Planning & Transport Committee

Cllrs. Scott, Mills, Grotzke, Walker, Hopkinson, Gordon, Orpen (7)

Personnel Committee

Cllrs. Grotzke, Mills, Orpen, Scott, Alsop (5)

56/14. APPOINTMENT OF REPRESENTATION ON OUTSIDE BODIES

The following Councillors were elected to represent the Council on outside bodies:

Joint Burial Committee: Cllrs. Grotzke, Mills, Scott, Martin.

Coniston Community Centre: Cllrs. Martin, Grotzke

Patchway Community Centre: Cllrs. Gordon, Greensword

Avon Local Councils Association (S. Glos. Area Group): Cllrs. Walker & Scott

Patchway Twinning Association: Cllrs. Martin, Orpen

Patchway Library Committee: Cllrs. Gordon, Greensword

Almondsbury Charity: Lew Gray

Patchway, Filton & The Stokes Volunteer Bureau: Cllr. Gordon

Four Towns & Vale Link Community Transport: Cllr. Walker

57/14. REVIEW AND CONFIRMATION OF STANDING ORDERS & FINANCIAL REGULATIONS

The Council reviewed and confirmed the Standing Orders and Financial Regulations, copies of which were circulated to Members.

58/14. APPOINTMENT OF INTERNAL AUDITOR

It was proposed by Cllr. Mills, seconded by Cllr. Martin and agreed that Bill Davies & Co. should be reappointed as Internal Auditor.

59/14. MINUTES

The Minutes of the meeting of the Council held on 8 April 2014, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Cottrell and seconded by Cllr. Greensword.

60/14. MATTERS ARISING FROM THE MINUTES

a) Annual Town Meeting: 43a/14

The Chairman reminded Members that the Annual Town Meeting would be held on Thursday 29 May at 7.30 p.m. at Patchway Community Centre, preceded by a public exhibition from 2-7 p.m. It was noted that the Vision for Patchway Town Centre had been adopted by the Council at the last meeting and would be available for public consultation at the Annual Town Meeting.

b) War Memorial: 43b/14

The Clerk would ask the Co-op Funeral Service for a response following their offer to help with the refurbishment works.

c) Cribbs Patchway New Neighbourhood: 43c/14

It was noted that a further meeting with SGC and representatives of Patchway, Filton & Almondsbury would be held on Friday 30 May at 10 a.m.

61/14. REPORTS FROM COMMITTEES

a) Planning Committee

Cllr. Mills presented the minutes of the meeting held on 22 April, which had been circulated, and which were endorsed by the Council, including support for the Sports Vision for Patchway.

Cllr. Orpen gave an update on the planning application for change of use of the former carpet shop at Smiths DIY stores to a party venue. At the site visit, SG Councillors had been concerned at the amount of traffic using the car park and had suggested opening a pedestrian entrance on the Highwood Road side. A decision would be taken on 21 May.

b) Parks & Open Spaces Committee

It was noted that the meeting set for 24 April was cancelled.

c) Finance Committee

Cllr. Mills presented the minutes of the meeting held on 6 May, which had been circulated, and which were endorsed by the Council.

Arising from these minutes, Cllr. Pomfret suggested obtaining information from Bradley Stoke Town Council on lower tariffs for utilities through a joint scheme.

62/14. REPORTS FROM LOCAL ORGANISATIONS

Patchway, Filton & the Stokes Volunteer Bureau

Cllr. Gordon presented a paper written by Southern Brooks Community Partnership suggesting that the Volunteer Bureau could become part of SBCP.

Cllr. Martin and the Clerk declared their interest as Trustees of SBCP and left the room for this item.

The Council agreed unanimously to reject the proposal and support the continued independence of the Volunteer Bureau.

63/14. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Orpen reported on a site visit to two plots owned by Goodman in the Charlton Hayes development. Street furniture and signposts had not been specified for inclusion. The PTSE Committee had adopted the work schedule for the Cribbs SPD.

Merlin Housing had reported that the work to change the bed-sits in Langdale Court into 1-2 bed flats would be carried out in the 2015-16 financial year.

There had been many complaints from residents on the changes to bin collections, particularly green waste.

Cllr. Orpen also reported that the Fire Service was talking to all the developers of the airfield for a new site but did not have anything positive to report at present.

Cllr. Pomfret reported that Frenchay Hospital would be closing in the next few days.

As the time was 9.30 p.m., it was agreed to suspend Standing Orders to permit completion of business.

64/14. CORRESPONDENCE

- a) The Council noted the Proposed Seabank 3 Power Station at Hallen: maps and plans would be on display at Patchway Hub from 12 May to 23 June. This is a pre-application consultation.
- b) The Council noted information on Filton Airfield consultation events on 14-16 May.
- c) It was noted that the Community Governance Meeting had been postponed by SGC until 10 June.
- d) The Council noted that house building had commenced in Baytree Close and that various access problems had been reported to SGC.
- e) The Council was very sorry to hear that Patchway Senior Citizens Club was to close at the end of May and asked the Clerk to send a letter of appreciation to the officers for their hard work over many years.
- f) The Council noted a letter of thanks for the grant made to Patchway Community Association.

65/14. PLANNING APPLICATIONS

The Council made no objection to the following applications:

Charlton Hayes phases 2 & 3	Design & landscaping
Rolls Royce Site Gloucester Road	Amendment to previous application to include systems room and transformer unit

The Council noted that the following applications had been withdrawn:

Old Dairy Stoke Lane	Conversion of basement to form new dwelling
56 Durban Road	First floor extension and alteration of roofline

The Council noted that the following application would be considered by the Development Control (West) Committee on 21 May:

Plots MU5 & MU6, Charlton Hayes	Mixed use development
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66/14. FINANCE

The Council noted the following income received:

HMRC	VAT Refund (Jan-Mar)	£5401.25
Patchway North End FC	Hire of pitches (Sept-Dec)	£462.00
Merlin Housing Society Limited	Payment for Hard Standing and dropped kerbs at Hempton Lane	£5139.00
Play Days Preschool	Hire of Patchway Common (Jan-Mar)	£1100.00
Wheatpatch Club	Hire of Patchway Common (Feb 14)	£400.00
4 Towns and Vale Link Community Transport	Electricity recharge Oct - Mar, Gas recharge Dec – Mar	£833.34
South West Councils	Annual Subscription, 2014-15	£ 420.00
Fim de Semana Café	Hire of Patchway Common Pavilion Mar 14	£160.00
Patchway Centre Preschool & Tots	Ground rent for Courtyard 2014–15	£1.00
Total		£13,916.59

The Council noted the following Direct Debits:

Allstar Business Solutions Ltd	Fuel for Groundstaff WR55 LGU	£66.40
Allstar Business Solutions Ltd	Fuel for Groundstaff P869 TEU	£58.40
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 Invoice: Patchway Common Pavilion	£1302.97
British Gas	Gas Scott Park (Jan-Mar)	£455.26
British Gas	Gas Care Plan for Patchway Common Pavilion	£360.36
Total Gas and Power	Gas Invoice: Casson Centre	580.64
Total Gas and Power	Electricity Invoice: Callicroft House (March)	£111.92
Total Gas and Power	Electricity Invoice: Casson Centre (March)	£50.46
Total Gas and Power	Electricity Invoice: Patchway Common Pavilion (March)	£234.98
Total Gas and Power	Electricity Invoice: Scott Park Pavilion (March)	£301.37

To agree the following expenditure:

Advanced Security Systems Ltd	Intruder alarm service, 12 months alarm monitor, 2 new key fobs for front door at Patchway Community Association.	£210.00
Advanced Security Systems Ltd	Replace Electric Door Lock Strike at Coniston Community Centre	£46.80
Advanced Security Systems Ltd	Intruder Alarm Maintenance, Fire alarm service/testing, replacement batteries at Coniston Community Centre	£772.80
Advanced Security Systems Ltd	Replace rear gate emergency exit button, relocate new button, re-cable unit at Coniston Community Centre	£198.00
Pretoria Road Allotment Society	Remaining Grant 2013-14	£533.07
Avoncrop Amenity	Moss killer for cricket square	£122.26

Products		
Allstar Fuel Card	Fuel for vehicle FP03ULF	£88.41
Services		
BANES Avon Pension Fund	Pension Fund for April 2014	£2844.11
Briant Tyre and Exhaust Services	Tube for Tractor	£48.00
Briant Tyre and Exhaust Services	Tyre, wheel balance for Van FP03ULF	£65.00
BT Payment Services Ltd	Payphone at Patchway Common Pavilion. Line rental, equipment rental (May – Jul)	£145.20
Cascade Training Plus (SW)	LinkedIn/Facebook course setting up company profile, making connections	£140.00
George Carr and Sons Ltd	Chainsaw Chain	£19.56
Geothermal International	Repair to heating at Coniston Community Centre	£2,265.29
HMRC	PAYE for April	£3981.57
Mogford Prescott Ltd	Plumbing & electrical repairs for Coniston Community Centre	£561.71
Mogford Prescott Ltd	Heating & plumbing repairs for Coniston Community Centre	£1,865.58
Oxford Architects	Architectural Services for Patchway Town Centre Vision	£1,140.00
Mr. M. Dark (Patchway Window Cleaners)	Window cleaning at Callicroft House, The Avenue and Casson Centre	£116.00
R Kulisewa (Keith K Carpet Cleaning)	Carpet cleaning	£545.00
Robert Acton Product Developments	Litter Pickers and Bag Holders	£133.20
Simply Washrooms Ltd	Sanitary bin annual contract at Patchway Common Pavilion	£144.00
Simply Washrooms Ltd	Sanitary bin annual contract at Callicroft House	£144.00
Simply Washrooms Ltd	Sanitary bin annual contract at Casson Centre	£144.00
South Gloucestershire Council	*Annual rent of path to Blakeney Play Area (Paid in April)*	£50.00
South Gloucestershire Council	Telephone Charges for Jan to Mar	£259.44
South Gloucestershire Council	Repair of two lights in car park at Scott Park	£477.72
Stocksigns	Buckle Straps for signs	£38.48

The Consortium	Callicroft House - Toiletries/Stationary	£92.90
The Consortium	Cleaning materials	£61.73
The Consortium	Wallets, black sacks	£62.39
The Consortium	Paper and envelopes	£45.91
T H White	Hire of scarifier for Scott Park	£324.00
Leslie Brooks (Travis Perkins Trading Co. Ltd.)	Post Hole and Cement Mixer	£104.93
Virgin Media Payments Ltd	Broadband	£36.00
Viridor	Waste charge and rent for Eurobin at Scott Park (Commercial Waste)	£85.00
Mrs L. Hamid	Clerks expenses:	
	Work Gloves	£19.00
	Milk for meeting	£0.99
	Key cutting	£10.00
	2 Mats for Callicroft House	£16.00
Salaries (April 2014)		£14,357.71
K Oakhill	Window Cleaning at Patchway Community Centre	£30.00
Patchway Community Association	Purchases from Makro	£23.98
Southern Brooks Community Partnership	Grant for Youth Work	£27,400.00
Southern Brooks Community Partnership	Grant for Community Work	£20,500.00
West of England MS Therapy	Grant	£300.00
Patchway Festival	Grant	£3,000.00
John Hicks and Associates	Play Area annual safety inspections	£507.60
Total		£87,727.74

67/14. DATE OF NEXT MEETING

It was noted that the next meeting of the Town Council would be the held on Tuesday, 10 June at 7.30 p.m.