PATCHWAY TOWN COUNCIL

Minutes of a Council Meeting held on 9 September 2014 at Callicroft House, Rodway Road, Patchway.

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

99/14. PRESENTATIONS

Before the meeting there had been two presentations to Councillors:
Redwood Consulting
Spoke about A New Vision for Cribbs Causeway: extending Cribbs Causeway Regional Shopping Centre. The company is in discussion with SGC and hopes to submit an outline application in December on behalf of the multiple owners of the land. The redevelopment would be known as Cribbs Quarter and will contain housing, following the Sustainable Communities agenda.
JBP Associates
Spoke about changes following consultation to the BAe Systems scheme to develop the airfield at the Cribbs Patchway New Neighbourhood. This was now overseen by Alder King, the new project managers.

100/14. PUBLIC QUESTION TIME

Rebecca Strong, Stoke Lane
Reported that the bus timetable was out of date by Holy Family Church: The Clerk would pass this on to SGC.
Information requested on date for new zebra crossings in Stoke Lane: Cllr. Alsop reported that they should both be marked out in January following a site visit this week.
Question on why Council was not challenging SGC over closure of Highwood Road. Cllr. Orpen replied that it had not proved feasible to mount a Judicial Review. The route of the Metro Bus up Highwood Road had been agreed by SGC that day.
Marilyn Crump, Coniston Road
Reported littering round bus stops near her home. Chairman stated that we have been short of staff during the summer but this would be attended to.

Alf Sollars, Royal British Legion Branch
Mr. Sollars reported that the Branch was still operating and meeting at the Sports & Social Club in Scott Park. The Remembrance Parade would be held as usual in Rodway Road on Sunday 16 November, using the existing monument. When the RBL Club was sold, the Branch would be happy to relocate the monument and flag poles to Scott Park, if that was acceptable to the Town Council. It was likely that a new monument would be required as the existing one was not in a condition to move.
The Chairman suggested that, as there was a year to resolve this situation and raise the necessary funding, a small group should be set up between the Council and the RBL Branch and this was agreed by the Council. Mr. Sollars thanked the Council for their support and asked for assistance to publicise the Remembrance Day Parade.

101/14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Mills (unwell) and Gordon (working).

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.

102/14. 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.

103/14. MINUTES

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

104/14. MATTERS ARISING FROM THE MINUTES

a) Planning application: 88 Bradley Road: 96/14
Cllr. Orpen reported that, following consultation, a smaller extension had been agreed.

b) Dementia Action Alliance: 86/14
The Council noted that Eleanor Fairbrother had requested a follow-up to the training session and requested the Council consider a decision to seek dementia-friendly facilities in all new developments in Patchway. This matter was

referred to the Planning & Transport Committee for further discussion.

c) Community Governance Meeting: 91b/14
It was noted that a meeting had been held in July and the next was on 3 October.

d) Almondsbury Joint Burial Committee: 62/14
The Council noted that a meeting would be held on Thursday 25 September.

e) Visit from Gauting, 18-23 September: 93/14
The Council noted the programme for the forthcoming visit of the Mayor and residents of Gauting to Patchway and that Cllr. Grotzke would be welcoming the group to Callicroft House on the first day and speaking at the dinner on the Saturday evening. Member of the Council were encouraged to attend whichever events were possible for them.

f) Sale of locally generated power schemes: 95b)/14
The Council noted the government decision that parish and town councils could generate electricity from local schemes and sell it to the grid. It was agreed that this was a matter which the next Council might wish to pursue after the election.

g) Site visit on waiting restrictions in Gloucester Road, junction with Redfield: 95i)
A date for this visit was agreed.

105/14. REPORTS FROM COMMITTEES

a) Finance Committee
Cllr. Grotzke presented the minutes of the meeting held on 2 September, which had been circulated, and which were endorsed by the Council. The Council agreed to the recommendation to make a grant of £5,000 towards the purchase of a new vehicle for Patchway Minibus Committee, subject to agreement by the joint committee on Community Governance. It was noted that the contract for path work in Scott Park would be placed with SGC and that the sum of £15,000 would be required to complete this work.

106/14. REPORTS FROM LOCAL ORGANISATIONS

The Council agreed, on the proposal of Cllr. Orpen, seconded by Cllr. Cottrell, that forms should be circulated to Councillors who represented the Council on outside bodies so that a short report could be returned to the Clerk after every meeting of the body and this information given to the next meeting of the Council.

107/14. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Scott reported that the Area Forums had streamlined grant application forms and

that the speed of Broadband would be improved for SG Councillors through fibre-optic cables.

Cllr. Walker reported he would be attending a meeting of Adult & Housing the following day.

108/14. CORRESPONDENCE

a) The Council noted that Merlin Housing Society was organising The Big Clean Up on Friday 19 September on the Parade from 8-4 pm. Our groundstaff will be helping. Councillors are invited for tea and cakes from 4-6 pm.

b) It was noted that NALC will be organising a national ceremony to fly a flag for Commonwealth Day on 9 March 2015. It was agreed that Patchway would take part.

c) The Council noted correspondence from Patchway, Filton & the Stokes Volunteer Bureau that the organisation would be merging with Southern Brooks Community Partnership from October.

d) The Council was pleased to note letters of thanks for grants from the Wednesday Luncheon Club and Children's Play Link.

e) Members were reminded of the training session for Councillors on Wednesday 1 October 7 pm at Bradley Stoke on Equalities to be run by SARI.

f) The Clerk read correspondence with SGC and were pleased to note that there was agreement to create pedestrian access from Charlton Hayes to Gloucester Road between Lloyds Bank and the subway.

g) The Council noted that Patchway Post Office would be closed from 1-11 September for a re-fit.

h) A SGC consultation on private sector housing service, open from 1 August to 10 October, was referred to the Planning & Transport Committee

i) It was noted that a Tree Preservation Order had been made on an oak tree in Stoke Lodge primary school grounds

j) An invitation to Councillors to attend the CPRE AGM on 2 October in Bristol was noted.

k) The Council noted that revised plans had been supplied by SGC for the Patchway Traffic Review and that the consultation is now open until the end of September.

l) The Council was pleased to hear that St. Chad's School had won the Patchway Inter-School competition for the best anti-dog fouling poster.

m) It was noted that SGC proposed to carry out improvements to Amberley Road junction with Stoke Lane during this financial year.

n) The Severn Estuary Forum would be held on Tuesday 16 September in Cardiff and the Council had received an invitation to send a representative.

o) The Council noted the SGC consultation on changes to the Arts Development Service which closed on 19 September. The Council would like to see the status quo maintained.

p) Attention was drawn to the SGC Discover Festival – brochures were on the table.

q) A SGC Review of their Community Engagement Team's work was referred to the Planning & Transport Committee for discussion.

r) Copies of the survey on the first two year of Police & Crime Commissioners were noted for information. There were no comments.

s) It was noted that the Waste Management Forum would be held on Tuesday 30 September, 7 pm in Yate.

t) It was noted that the Alzheimer's Society would be holding a fundraising event on 11 October at Blaise Castle Estate.

u) The Carers' Support Centre had sent their Annual Review for 2013-14 for information

109/14. PLANNING APPLICATIONS

The Council made no objections to the following planning applications:

Old Dairy, Stoke Lane	Revised application for two storey extension and conversion of basement area
88 Bradley Road	Single storey rear extension (amended)
Filton Airfield Hangars	Refurbishment for new aircraft museum
Parade Stores	Conversion from shop to office
17 Stroud Road	2 storey extension

The Council noted the pre-consultation notification for a proposed upgrade to Almondsbury Pumping Station, Highwood Lane, Cribbs Causeway.

The Council asked Cllr. Orpen to call in the following application for a site visit due to objections from the neighbours: 23 Worthing Road, Residential Annexe.

110/14. FINANCE

The Council noted the following income received:

Almondsbury Athletic FC	Hire of football pitches (Sept - Dec 2013) (part payment)	£126.00
Fim de Semana Café	Hire of Patchway Common Pavilion June 14	£160.00
Fim de Semana Café	Hire of Patchway Common Pavilion July 14	£240.00
HMRC	VAT refund (Apr-Jun)	£4,763.12
Patchway, Filton and the Stokes Volunteer Centre	Copier paper	£11.84
South Gloucestershire Council	Hire of Callicroft House on 15th July	£20.00
South Gloucestershire Council	Patchway Safer Stronger Group awarded by Southern Brooks Forum	£2,183.00
Western Power Distribution	Underground cable Wayleave	£3.48
Total:		£7507.44

The Council noted the following Direct Debits:

Allstar fuel card services	Fuel for ground staff FP03ULF	£88.40
Total Gas and Power	Gas Invoice for Scott Park 28/04 - 28/07	£183.72
Total Gas and Power	Gas Invoice for Callicroft House 28/04 - 28/07	£445.86
Total Gas and Power	Gas Invoice for Patchway Common 28/04 - 28/07	£262.02
Total Gas and Power	Electricity Invoice for Scott Park 02/07 - 25/07	£130.05
Total Gas and Power	Electricity Invoice for Casson Centre 02/07 - 23/07	£47.19
Total Gas and Power	Electricity Invoice for Callicroft House 02/07 - 22/07	£74.52
Total Gas and Power	Electricity Invoice for Patchway Common 02/07 - 22/07	£155.14

The Council noted the following invoices paid during the recess:

BANES	Pension for July	£3,003.39
Canon	Photocopier service	£186.82
DJ Richardson	Repairs to Patchway CC	£355.00
Gloucestershire Parish & Town Council Assn.	Training sessions for Deputy Clerk	£170.00
HMRC	PAYE for July	£3,983.57
JB Glazing	Glazing repairs	£348.00
Kitto Group PLC	Feasibility plan for Scott Park development	£2,154.00
Murray Hire Ltd	Boots for groundstaff	£71.64
Orange	Mobile phones June	£32.81
Consortium	Office supplies	£203.74
Viridor	Emptying skip	£391.37
Mrs Hamid	Clerk's expenses	
	Cable Ties, Bolts, Electrical Tape	£23.22
	Milk	£0.99
	New clutch supplied and fitted for WR55 LGU at Kwik Fit	£305.00
	Key cutting	£39.00
	Material for 38 chairs	£216.60
	Various light bulbs	£84.00
	Ransome mower maintenance to motor	£28.80
	Postage	£141.36
Bristol Wessex Billing Services Limited	Water services at Scott Park between 11/01/14 to 18/07/14	£258.52
Bristol Wessex Billing Services Limited	Water services at Casson Centre between 09/01/14 to 22/07/14	£83.30
Bristol Wessex Billing Services Limited	Water services at Callicroft House between 09/01/14 to	£108.46

22/07/14

Lionel Saunders	Attending to look at 2 extractor fans and assessing them at PCC	£106.20
Lionel Saunders	Supplying and installing replacement extractor fans at PCC	£780.00
Patchway Garden Society	Best Kept Allotment and Patchway in Bloom competition prizes	£260.00

The Council agreed the following expenditure:

BANES Avon Pension Fund	Pension Fund for August 2014	£3,368.87
Bristol City Council	Supply of plants including hanging baskets	£264.00
Bristol Fibreglass Roofing	Repair leaking box gutters at Casson Centre, remove existing felt over board with tongue and groove boards insert fibreglass trims underneath roofing sheets.	£1,380.00
Bristol Wessex Billing Services Limited	Water services at Patchway Common between 06/02/14 to 21/08/14	£262.37
BT Payment Services Ltd	Payphone at P. Common pavilion	£148.76
Building Supplies (Patchway) Limited	Post Cement Mix	£5.20
	Treated wood for decking support, deck screws, postfix	£183.66
CommuniCorp	Local Councils Update subscription	£75.00
Advanced Security Systems	Maintenance contract for burglar alarm: P. Common pavilion	466.80
	Casson Centre	262.80
	Callicroft House	274.80
A Star Testing Ltd	PAT testing at all sites	135.79
Eurosigns (UK) Ltd	Play area signs	£173.90
Gas Sure Service Ltd	Gas test and issue certificate (Sports and Social Club changing rooms)	£75.00
George Carr and Sons (Saws) Ltd	Maintenance machinery, grease, screws, sunglasses	£954.06
Gravity Engineering Ltd	Skatepark maintenance	£1,440.00
HAG	Service to shutters at Patchway	£180.00

	Common Pavilion, required tension to springs	
J E Thomas	Toilet brushes at PCC	£5.25
J E Thomas	Cleaning equipment, PCC	£5.39
HMRC	PAYE for August	£3,965.24
Kevin Oakhill	Window cleaning at PCC	£30.00
Mogford Prescott Ltd	Grind out cracks and fill in. Fitting beads to sides of doorway. Scrape off paint, stabilize and apply masonry paint. Also to apply scratch coat and Terolean top coat as agreed to Casson Centre	£2,004.00
Mogford Prescott Ltd	Electrical and window works at Blakeney Road Allotments	£1,410.00
Mrs J Drewitt	Recovering 44 seats of chairs at Patchway Common Pavilion	£340.00
Orange	Call charges (August)	£29.43
Patchway Autoparts	Oil	£19.96
Patchway Community Association	Dry cleaning curtains at PCC	£5.39
Patchway Community Centre	Dry cleaning curtains at PCC	£176.00
Patchway Twinning Association	Expenses for German visit from Civic Fund	£1,000.00
Patchway Window Cleaners (Mr. M. Dark)	Window cleaning at Callicroft House, Scott Park Pavilion, Casson Centre	£116.00
The Consortium	Stationary and accident report book	£69.77
The Consortium	Cleaning supplies	£40.02
The Consortium	Ink cartridges and cleaning supplies	£11.26
The Consortium	Ink cartridges	£94.86
The Consortium	Black sacks and cleaning materials	£64.66
Thornbury Self Drive Hire Limited	Clear footpath in Scott Park, level allotments, move zip wire in Gorse Covert	£5,100.00
Thornbury Self Drive Hire Limited	Hydraulic hose repair to McCormack tractor	£60.00
T H White	Ransome mower 213 callout due to not starting, pto switch sticking, carried out checks and got started again	£277.80
	Oil leak to Ransome mower 951, called out, made up new lead off hose, threads to deck motor was	£338.45

	stripped, customer repaired motor then tested all ok	
	New wheels with grass tyres for McCormack tractor	£1,920.00
Almondsbury Joint Burial Committee	2014-15 Precept	£1,700.00
Virgin Media Payments Ltd	Broadband (July)	£36.00
Virgin Media Payments Ltd	Broadband (August)	£36.00
Viridor Waste Management Ltd	Eurobin (Scott Park) 3 exchanges	£543.60
	1 exchange	234.02
Mrs L Hamid	Clerks Expenses as listed below:	
	Key Cutting	£12.00
	2015 diary	£7.50
	Sugar for office	£1.16
	Weed killer for Park	£19.83
	Calendars for 2015 x 2	£2.98
	Non-slip boards for pre-school group decking	£668.85
Patchway Twinning Association	Grant	£500.00
Coniston Community Association	Grant for Toddler Group	£700.00
Coniston Community Association	Grant for Friendship & Activity Club	£500.00
Staff	Salaries July 2014	£14,555.26
Staff	Salaries August 2014	£14,453.65
Total:		£75,428.03

111/14. DATE OF NEXT MEETING

It was noted that the next meeting of the Town Council would be held on Tuesday, 14 October at 7.30 p.m.