

PATCHWAY TOWN COUNCIL

Minutes of a Council Meeting held on 14 October 2014 at Callicroft House, Rodway Road, Patchway.

Present: Councillors Mrs E. Orpen (in the Chair))
P. Cottrell) Callicroft
M. Greensword) Ward
K. Walker)
S. Scott)

E. Gordon) Coniston Ward
Ms R. Thorne)

B. Hopkinson - Stoke Lodge Ward

112/14. LASTING MEMORIES

Before the meeting, a short film of the project in which the Patchway Dementia Action Alliance had worked with a group of students from Patchway Community College to increase their understanding of dementia was shown to Councillors.

The Council asked that thanks should be sent to the project co-ordinator, Eleanor Fairbrother and the students for a very well made and informative film.

113/14. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Mills (unwell), Martin (unwell), Grotzke (unwell), Alsop (working) and Tiley (working). No apologies had been received from Cllrs. Moore 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.

114/14. 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.

115/14. MINUTES

The Minutes of the meeting of the Council held on 9 September 2014, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Scott and seconded by Cllr. Thorne, with the addition of Cllr. Tiley's name to those present.

116/14. MATTERS ARISING FROM THE MINUTES

- a) Visit from Gauting, 18-23 September: 104e/14
The Council was pleased to receive a report on the visit in which a number of Councillors had participated. The Mayor of Gauting had been received at Callicroft House by Cllr. Grotzke and the programme included a visit to the new Patchway Police Centre and the Youth Centre as well as guided tours of Bristol and Bath. Councillors had joined the visitors and members of the Twinning Association at a dinner at Filton Golf Club at which gifts had been exchanged and the final evening was a meal at the Swan in Tytherington.
- b) Pro-forma for reporting on meetings: 106/14
A copy of the suggested form had been circulated with Council papers for approval and the Council agreed that this should be sent to all Councillors so that they could regularly report on meetings they had attended on behalf of the Council. The Clerk was also asked to send a list to Councillors of representation on outside bodies.
- c) Report from BAe Systems and M&G Real Estate: 99/114
Arising from presentations at the last meeting, a leaflet entitled "An opportunity for Filton – listening to your feedback" prepared by BAe Systems was circulated to members.
It was noted that a preview of an exhibition would be held at The Mall on "A New Vision for Cribbs Causeway" on 23 October at 5.30 p.m. and that all Councillors were invited to attend.
- d) Sale of locally generated power: 104f/14
Cllr. Hopkinson drew attention to government funding for recycling heat from industry at Severnside and suggested that information be sought in case this could benefit the Council in progressing a power generating scheme.

117/14. REPORTS FROM COMMITTEES

- a) Parks & Open Spaces Committee
Cllr. Greensword presented the minutes of the last two meetings held on 24 July and 11 September and these were endorsed by the Council.
- b) Personnel Committee
Cllr. Orpen presented the minutes of the meeting held on 23 September in

confidential session and these were endorsed by the Council. It was noted that the Council was committed to the Living Wage and would ensure that all staff were paid above this level in the next financial year.

c) Planning & Transport Committee

Cllr. Scott presented the minutes of the last two meetings held on 22 July and 23 September which were endorsed by the Council.

d) Finance Committee

Cllr. Orpen presented the minutes of the meeting held on 7 October which were endorsed by the Council.

118/14. REPORTS FROM LOCAL ORGANISATIONS

Diversity Training

Cllr. Gordon reported on an excellent training course run by SARI in Bradley Stoke which he had attended. He provided the notes to the Clerk to circulate to all Members.

The Council agreed that Standing Orders should be amended as soon as possible so that Diversity and Local Government Training should be compulsory for all Councillors.

Almondsbury Burial Committee

Councillors reported that a reduced rate for “In Parish” burials would be maintained despite the burial rates being increased. The minutes of the last meeting would be circulated when received.

Charlton Hayes Group

The Clerk reported on the last meeting of this group at which there had been reports on the landscaping of the green spine and progress of the care home and NHS facilities. Concern had been expressed at the lack of progress in constructing a footway beside Hayes Way and it was agreed to send a letter to Bovis and SGC on the danger to pedestrians of the current situation and asking that action should be given top priority.

119/14. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Scott reported on the current consultations on cost-saving schemes and that the Policy Advisory Group for the Education Committee was recommending decreased parent and community governor roles in local authority controlled schools in line with recent education legislation.

Cllr. Hopkinson reported that a new computer training package had been made available to Councillors to help them decide on community grant applications up to £3,000.

120/14. CORRESPONDENCE

- a) It was noted that a Town & Parish Councils Forum meeting would be held on Tuesday 21 October at 10 am at the Jubilee Centre, Bradley Stoke.
- b) Councillors were reminded that the next Patchway Safer & Stronger Group meeting would be held on Thursday 16 October at 7.30 at Amberley Road Baptist Church.
- c) Patchway Traffic Review Consultation: a résumé of the programme was circulated and it was noted that the officer working on the review would be attending a meeting at the office on 31 October at 10 a.m. to which all Councillors were invited.
- d) A response to the recent consultation on improvements to the M5 Junction 17 had been received from SGC and this was referred to the Planning & Transport Committee for consideration.
- e) It was noted that SGC was carrying out a polling station review but that no changes were proposed for Patchway.
- f) Councillors were reminded that the next joint meeting on CPNN would be held at the office on Wednesday 29 October at 10 am.
- g) A letter of thanks from the Community Centre Pre-School Group for work on their outside play area was noted.

121/14. PLANNING APPLICATIONS

The Council made no objections to the following planning applications:

Land at Cribbs Causeway	Revised outline application for development Site with 1000 houses, local centre with community facilities, primary school, sporting facilities and open space (Deely Freed)
<i>(Agreed to seek further information from planning officers at the CPNN meeting)</i>	
33 Stoke Lane	Single storey side & rear extension
221 Gloucester Road (Maple Leaf Guesthouse)	Detached building for 4 extra bedrooms
8 Station Road	2 storey side extension

British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Casson Centre	£31.91
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Patchway Common	£31.91
Total Gas and Power	Electricity Invoice for Scott Park 26/07 - 01/09	£181.03
Total Gas and Power	Electricity Invoice for Casson Centre 24/07 - 01/09	£70.62
Total Gas and Power	Electricity Invoice for Callicroft House 23/07 - 01/09	£100.15
Total Gas and Power	Gas Invoice for Casson Centre 31/07 - 31/08	£20.09
Total Gas and Power	Electricity Invoice for Patchway Common 23/07 - 01/09	£268.81

The Council agreed the following expenditure:

Aspinall Verdi Limited	Preparation of viability report for potential development sites for the Patchway Town Vision	£2,700.00
Avoncrop Amenity Products	Surrey Loam and Weed & Feed for Park	£816.30
Avon Local Councils' Association	Finance 'Statutory Requirements & Proper Practices' Clerk and Deputy Clerk attending	£150.00
BANES Avon Pension Fund	Pension Fund for September 2014	£3,373.89
Ben Wallace (Deputy Clerk)	Travel expenses for training course	£23.13
Building Supplies (Patchway) Limited	Deck screws, Groundcover	£62.28
D J Richardson	Fit new cistern in ladies toilet, fit rubber coupler, take down cast downpipe and hopper, fit new plastic hopper and downpipe at PCC	£225.00
Grant Thornton	Audit for 2013-14	£1,590.00
Greenbarnes Ltd	Signwriting for honours board	£79.68
HMRC	PAYE for September	£4050.63
J E Thomas	Cleaning materials for PCC	£43.88
J E Thomas	Cleaning materials, toilet rolls, batteries, paper at PCC	£66.11
Kevin Oakhill	Window cleaning at PCC	£30.00
Lumalite	Replacement Christmas Lights	£900.00
Milbury Development	Removal of 20 tons of Waste	£240.00

Co Ltd	Concrete from Pretoria Rd allotments	
Mogford Prescott Ltd	Rendering at Casson Centre	£1,536.00
Mogford Prescott Ltd	Attend to collect, supply and fit anti climb signs. Electricians attending to check out and sort lights in conference room at Callicroft House	£754.36
Mogford Prescott Ltd	Roofers attend and fitting 5 new roof tiles and 2 gutter joiners. Electrician attending to check out heating control and demonstrate how to work control timer at Patchway Common	£522.00
Mogford Prescott Ltd	Plumber attending to check out shower, strip down and supply and fit new shower valve at Patchway Common	£444.41
Mogford Prescott Ltd	Electrician attending to disconnect and isolate cooker, sort out lights, alter cooker supply, gas fitter running new pipework and fitting new cooker at Patchway Common	£741.78
Mogford Prescott Ltd	Applying anti vandal paint at Callicroft House	£99.12
Murray Hire Centres Ltd	Safety boots	£67.80
Orange	Call charges (September)	£43.02
Orange	Call charges (October)	£31.09
Oxford Architects	Architectural Services: Patchway Town Centre Vision	£1,495.76
Patchway Autoparts	Trim Knife Blades	£0.84
Patchway Minibus Committee	Grant	£5,000.00
Patchway People	Advertisement in Patchway People	£175.00
Patchway Window Cleaners	Window cleaning at Callicroft House	£60.00
Patchway Window Cleaners	Window cleaning at Patchway Common	£40.00
Patchway Window Cleaners	Window cleaning at Casson Centre	£16.00
R & B Roofing	Repair of roof to portacabin	£630.00
R & B Roofing	Roofing repair to 3 containers at Allotments	£2415.60
South Gloucestershire Council	Ground Rent Coniston Community Centre	£250.00

South Gloucestershire Over Fifties Forum	Grant	£200.00
The Consortium	Ink cartridges and cleaning supplies	£11.26
The Consortium	Cleaning supplies (Mop, gloves, black sacks, bleach, detergent)	£103.90
The Consortium	Office paper, laminating pouches	£71.97
TH White	Hire of Scarifier for Scott Park	£144.00
TH White	Call out an inspection to Jockey wheel on trailer, cut off old jockey wheel and replaced with new one. Also made up new tailgate arm and painted	£508.72
TH White	Wood Chipper	£4,140.00
Viridor	Eurobin (Patchway Common)	£282.48
Viridor	Eurobin (Scott Park)	£404.15
Virgin Media	Broadband	£36.00
Payments Ltd		
Volunteer Centre Patchway, Filton and the Stokes	Grant	£1,000.00
Mrs L. Hamid	Clerk's expenses:	
	10 Bristol Blue paperweights with silver engraved logo	£348.00
	South Gloucestershire Telephone Directory	£10.98
	Milk	£0.99
	Twinning reception	£20.91
	Milk	£0.99
	Milk	£0.99
	Rubber bands and staff holiday planner 2015	£24.98
Salaries	September 2014	£14,737.77
Total		£51, 786.41

123/14. DATE OF NEXT MEETING

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