

PATCHWAY TOWN COUNCIL

Minutes of a Council Meeting held on 10 February 2015 at Callicroft House, Rodway Road, Patchway.

Present: Councillors M. Grotzke (in the Chair))
E. Gordon) Coniston Ward

Mrs E. Orpen)
K. Walker) Callicroft
M. Greensword) Ward
S. Scott)

14/15. COMMUNITY CONNECTORS

The Chairman introduced Kevin Bache who was leading this project in Patchway and Filton. Kevin explained that the project aimed to support residents over 50 years who had emotional and practical needs by home visits and social prescribing. Referrals were from GPs, family members or by the residents themselves and the visits were made by trained staff or volunteers with the aim of connecting isolated people into the existing community organisations. The volunteers were able to work with people for three months and aimed to increase their wellbeing during this time. The project was funded by Lloyds Bank and based at the offices of Southern Brooks Community Partnership at Coniston Community Centre.

Councillors were very interested in this information and asked a number of questions. The Chairman thanked Kevin for his talk and he then left the meeting.

15/15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Thorne (working), Mills (ill), Cottrell (holiday), Moore (working), Tiley (working), and Martin (ill).

No apologies had been received from Cllrs. Alsop, 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.

16/15. 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.

17/15. MINUTES

The Minutes of the meeting of the Council held on 13 January 2015 and of the Extraordinary meeting held on 29 January, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Orpen and seconded by Cllr. Gordon. There were no matters arising from the Minutes.

18/15. REPORTS FROM COMMITTEES

a) Planning & Transport Committee

Cllr. Scott presented the minutes of the meeting held on 27 January, which had been circulated, and which were endorsed by the Council. Cllr. Scott asked that Parking Restrictions should be on the agenda for the next committee meeting in view of the comments still being received from residents. It was agreed that the Clerk should ask SGC to introduce 4 hour parking restrictions at the Parade and Derwent Close car parks which would benefit the local shops but deter all-day parking by Aztec workers.

b) Parks & Open Spaces Committee

Cllr. Gordon presented the minutes of the meeting held on 29 January, which had been circulated, and which were endorsed by the Council.

c) Finance Committee

Cllr. Scott presented the minutes of the meeting held on 3 February, which had been circulated, and which were endorsed by the Council.

Cllr. Gordon gave the Clerk a copy of an Uncollectable Debt Policy which he would like to be considered by the Council for adoption. This matter was referred to the next meeting of the Finance Committee.

19/15. REPORTS FROM LOCAL ORGANISATIONS

Hate Crimes

Cllr. Gordon introduced the minutes of the recent meeting and drew Councillors' attention to the important items discussed.

Volunteer Centre

Cllr. Gordon also introduced the minutes of the Steering Group for the Volunteer Centre which had now merged with Southern Brooks Community Partnership.

Patchway Safer & Stronger Community Group

The minutes of the meeting held on 14 January were circulated for information. There was no-one present who had attended the meeting and the Clerk would query with SGC a proposal made that there should be no right turn at the traffic lights from Durban Road into Charlton Hayes. It was noted that the next meeting of the Group would be on Wednesday 22 April at Patchway Police Centre at 7 pm.

20/15. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Orpen reported that cameras were to be installed in Highwood Road to catch illegal users. The DC West Committee had held meetings with senior Planning Officers about a number of applications being made for the CPNN development. The Hitachi Depot would be opening shortly on land to the rear of Stoke Gifford (access from east side of A38). This would be expanded when the railway line was electrified. The bridge at Gypsy Patch Lane would be widened when the line was electrified. A Tree Preservation Order had been made on trees at the back of The Laurels (off Cribbs Causeway) in advance of planning applications for housing at this site.

Cllr. Walker reported that the change to the Merlin Board had been sanctioned whereby Councillors were no longer members. The ending of this close connection with SGC was regretted by the Council.

Cllr. Scott reported that in the 2015-16 budget discussions, £200,000 had been secured for the promised traffic improvements in Patchway. SGC was also supporting PCSOs; welfare grants and the living care fund would be ring-fenced for a year and it had been agreed to pay the Living Wage. The pavement work in Hayes Way had started.

21/15. EMERGENCY ITEM: FOUR TOWNS & VALE LINK COMMUNITY TRANSPORT

Notice had been given of this emergency item which the Council agreed to discuss.

Four Towns & Vale Link Community Transport (4T&VL) had requested the agreement of the Council to site a temporary office building on the grassed area behind Callicroft House. It was noted that the Town Council had requested 4T&VL to move from their current site in Scott Park by June 2015 so that the land could be prepared for a memorial garden and the new war memorial. It was noted that 4T&VL were hoping to secure permanent offices with parking for their vehicles but were not in a position to do so immediately. It was also noted that 4T&VL proposed to maintain the current arrangement whereby their buses were stored and serviced in their VOSA registered yard in Gypsy Patch Lane, so no buses would be brought to Rodway Road.

After discussion, the Council unanimously agreed to support the application to SGC for temporary planning permission on the grassed area behind the office and agreed to a three year temporary permission with 12 month break clauses. It was also agreed that, once planning permission had been obtained, the Finance Committee would discuss detailed arrangements and any ground rent to be charged.

22/15. CORRESPONDENCE

- a) Joint Strategic Planning Strategy: The request for sites for housing/commercial use was referred to the Planning Committee for discussion.
- b) Councillors were interested in the Wild for Life project at Blakeney Woods

involving parents and children and asked the Clerk to draw the attention of Cllr. Martin to this project.

- c) The Council was sorry to hear that SGC's Delivering Differently in Neighbourhoods project, which would have involved work in Patchway, had not been funded by the government.
- d) Councillors noted that the next joint meeting on CPNN would be on Monday 23 March at 2 p.m. and would focus on highways issues.
- e) It was noted that changes to subsidised bus routes were open for consultation by SGC. The proposed change which related to Patchway was that the 625, which was an hourly service from Severn Beach to UWE, would be retained with additional journeys in the morning and evening peak but terminating at Parkway Station.
- f) Local Green Spaces: Policies Sites & Places Plan – There was a discussion on the previously submitted sites and it was agreed to add play areas and the triangular green at Ashford Road.
- g) A letter from a resident, James Mayo, concerning dumped rubbish in Patchway and the response from SGC to the letter were read to the Council. It was agreed to refer the matter of costs if the Town Council were to undertake this work to the Finance Committee for discussion.
- h) A resident, Gary Spriggs, had contacted the Council with concerns about the lack of parking in Patchway, particularly in Rodway Road. Cllr. Walker had met with the resident (who was present at the meeting) and it was agreed to invite him to speak at the next Planning & Transport Committee as well as, if he wished, at the public question time at the March Council. Cllr. Scott pointed out that SGC were considering these questions at present as part of the Patchway Traffic Review and that all comments were welcome.
- i) It was noted that Southern Brooks Community Partnership had adopted a new legal status as a Community Interest Company, a limited liability company with charitable aims to benefit their community. Its new name would be Southern Brooks Community Partnerships and it remained a Registered Charity.
- j) SORT IT information on the closure of recycling banks in the community from 2 March and the extension of kerbside recycling collections to flats was noted.
- k) The Council was pleased to receive letters of thanks for grants from the Old Patchway Pensioners Club and 2nd Patchway Scouts.

23/15. PLANNING APPLICATIONS

The Council made no objections to the following planning application:

11 Britannia Road, Patchway Trading Estate	Amendment to previous approved scheme for relocation of air conditioning vents
Filton Airfield	Construction of advanced surface water drainage works
28 Oaktree Crescent Bradley Stoke	Two storey side extension for living accommodation (resubmission)
38 Pretoria Road	Single storey rear & side extension
Northfield Park, Charlton Hayes	Mixed use development (outline) for 120 dwellings/8000 sq. m offices
27 Stoke Lane	Detached double garage & new vehicular access (amendment)
Spar 126 Rodway Road	Display of internally illuminated fascia sign for ATM and installation of ATM (retrospective)

24/15. FINANCE

The Council noted the following income received:

Bradley Stoke United FC	Hire of football pitches (Sept-Dec 2014)	£612.00
Fim De Semana Café	Hire of Patchway Common Pavilion November and December 14	£450.00
HMRC	VAT refund (Oct-Dec)	£12,255.14
Patchway Sports JFC	Hire of football pitches (Aug-Dec 2014)	£136.00
Soccer School Tugas Bristol	Hire of football pitches (Aug-Dec 2014)	£34.00
Support Against Racist Incidents	Hire of Callicroft House (June)	£20.00
Wheatpatch Club	Hire of Patchway Common Pavilion December 14	£300.00
Total		£13,807.14

To note the following Direct Debits:

Allstar fuel card services	Liability and invoice charge	£11.40
-------------------------------	------------------------------	--------

Allstar fuel card services	Fuel for groundstaff WR55 LGU	£62.40
British Gas Services (Commercial) Ltd	Boiler maintenance at Sports and Social Club	£37.94
British Gas Services (Commercial) Ltd	Boiler maintenance contract payment for Callicroft House	£35.10
British Gas Services (Commercial) Ltd	Boiler maintenance contract payment for Scott Park	£35.10
British Gas Services (Commercial) Ltd	Boiler maintenance contract payment for Casson Centre	£35.10
British Gas Services (Commercial) Ltd	Boiler maintenance contract payment for Patchway Common	£35.10
Total Gas and Power	Gas Invoice for Callicroft House 27/10 - 16/01	£437.09
Total Gas and Power	Gas Invoice for Scott Park 28/10 - 29/01	£436.39
Total Gas and Power	Gas Invoice for Callicroft House 16/01 - 31/01	£176.38
Total Gas and Power	Gas Invoice for Patchway Common 04/12 - 31/01	£646.89
Total Gas and Power	Electricity Invoice for Scott Park 02/01 - 20/01	£201.73
Total Gas and Power	Electricity Invoice for Casson Centre 02/01 - 01/02	£63.05
Total Gas and Power	Electricity Invoice for Callicroft House 02/01 - 01/02	£107.53
Total Gas and Power	Electricity Invoice for Patchway Common 02/01 - 01/02	£136.98

To agree the following expenditure:

AA Flags Ltd	Union Jack and French flag	£105.84
Advanced Security Systems Ltd	12 months intruder alarm service and maintenance at Scott Park & attending site after attempted break in (garage) replace external sounder unit	£768.00
A G Gribble Ltd	Dismantle and remove existing front doors and frame. Supply and fit purpose made coated commercial aluminium pair of doors and frame at PCC	£2,901.00
Anthony Buckley & Co Ltd	Fire Extinguisher service, supply tamper tags, test, fire extinguisher at Scott Park	£124.68
Anthony Buckley & Co Ltd	Fire Extinguisher service, supply tamper tags, test, fire extinguisher at P. Common pavilion	£88.14

Anthony Buckley & Co Ltd	Fire Extinguisher service, supply tamper tags, test, fire extinguisher, service fire blankets at Callicroft House	£154.80
Anthony Buckley & Co Ltd	Fire Extinguisher service, supply tamper tags, test, fire extinguisher, service fire blankets at Casson Centre	£106.14
BANES Avon Pension Fund	Pension Fund for January	£3,450.29
Ben Wallace (Deputy Clerk)	Travel expenses (CiLCA introduction)	£28.89
Bristol Wessex Billing Services Limited	Water services at Scott Park from 19/07/2014 - 19/01/2015	£229.79
Bristol Wessex Billing Services Limited	Water services at Casson Centre from 23/07/2014 - 22/01/2015	£78.66
BT payment services Ltd	BT payphone at P. Common pavilion	£152.36
Building Supplies (Patchway) Limited	Deck screws, 12x post fix	£70.57
Canon	Photocopier	£102.78
D J Richardson	Carry out repair to changing room toilet, replace ball valve and renew pipe work	£120.00
Ecosolve	9 x 15 litre line marker paint	£475.86
Ecosolve	Supply of 20 tonnes sports sand	£585.60
HMRC	PAYE for January	£4,269.25
Kevin Oakhill	Window cleaning at PCC	£30.00
Mogford Prescott Ltd	Electrician attending to replace 4 lamps and fittings in nursery at Coniston Community Centre	£267.89
P.D. Sonne	Tree felling and cutting up partly uprooted tree at Waterside Drive	£120.00
Puratech Ltd	Gas appliance checks, safety checks on boiler, water heaters at PCC	£386.95
R & P Allen	Electrical testing and work carried out at Coniston Community Centre	£925.20
Southern Brooks Community P'ship	Staff Christmas Meals at Brooks Café	£165.00
South Gloucestershire Council	Christmas decorations, supply Festoon Lighting, Install x 30 Motifs, Remove 30 Motifs, Erect/Dismantle long strings	£8,901.18
Strictly Lamps	4 x replacement halogen bulbs for PCC	£14.99
The Consortium	Degradable black sacks, pens	£9.10
The Consortium	Printer toner x 2	£103.68

The Consortium	2 mops, toilet rolls, cleaner	£55.07
The Consortium	2x A4 paper, dustpan and brush	£22.79
The Consortium	Pocket pouches	£3.58
The Consortium	6 x A4 hardback books	£23.39
Virgin Media	Broadband	£36.00
Payments Ltd		
Whitehill Direct Limited	Outdoor display case with header for Charlton Hayes	£1,798.80
Mrs L Hamid	Clerks expenses:	
	Key cutting	£8.00
	Milk	£0.99
	Council teabags	£4.50
	Postage	£27.58
Salaries	January 2015	£14,960.20
Total		£44,233.73

25/15. DATE OF NEXT MEETING

It was noted that the next meeting of the Town Council would be held on Tuesday, 10 March at 7.30 p.m. and would commence with Public Question Time.