

PATCHWAY TOWN COUNCIL

**Minutes of a Council Meeting held on 14 April 2015 at Callicroft House, Rodway Road, Patchway.**

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

**38/15. THANKS & APOLOGIES FOR ABSENCE**

The Chairman expressed thanks to all the Councillors for their contribution to the Council's work over the past four years and to the Staff for their support.

It was noted that no apologies had been received from Cllrs. Moore, Hopkinson, Pomfret, Alsop and Tiley.

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.

**39/15. 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.

**40/15. MINUTES**

The Minutes of the meeting of the Council held on 10 March 2015, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Miles and seconded by Cllr. Greensword.

**41/15.            MATTERS ARISING FROM THE MINUTES**

- a)    34 Hazeldene Road: 35/15  
Cllr. Orpen reported that this planning application would be investigated after the election.
  
- b)    Traffic Review: 30a/15  
Cllr. Cottrell asked about progress of the Review and it was noted that the consultation would resume after the election. It was agreed that it was important that new Councillors had an opportunity to contribute to this consultation.
  
- c)    Charlton Hayes: 34e/15  
It was noted that the issues raised at the recent residents' forum concerning litter had been referred to Bovis as the area was not and would not be adopted by SGC.
  
- d)    Annual Town Meeting: 33/15  
The Council decided that it would be more appropriate to hold this meeting on 20 May at Patchway Community Centre or the Casson Centre if there was no room available in order to be more convenient to residents of Charlton Hayes. It was also suggested that a speaker from Bovis on the progress of Charlton Hayes would be very interesting. The Clerk would make the necessary arrangements.

**42/15.            REPORTS FROM COMMITTEES**

- a)    Planning & Transport Committee  
Cllr. Scott presented the minutes of the meeting held on 24 March, which had been circulated, and which were endorsed by the Council.
  
- b)    Parks & Open Spaces Committee  
The March meeting of this Committee was not quorate.
  
- c)    Finance Committee  
Cllr. Mills presented the minutes of the meeting held on 7 April, which had been circulated, and which were endorsed by the Council.  
Cllr. Mills stated that the financial situation of the Council was much better than when the new Councillors took office in 2011 due to the hard work of the Councillors and Staff. Cllr. Scott stated that it had been a pleasure to work with Councillors on positive project including keeping Patchway Youth Centre open.
  
- d)    Personnel Committee  
Cllr. Mills presented in confidential session the minutes of the meeting held on 31 March, which were endorsed by the Council.

**43/15. COMMUNITY GOVERNANCE REVIEW**

Copies of the Community Governance Review which covered the creation of the new Parish of Stoke Lodge & The Common from 1 April 2015 had been circulated and the information was noted by the Council.

**44/15. EMERGENCY ITEM: PATCHWAY TWINNING ASSOCIATION**

The Council agreed to accept this emergency item for discussion and action. Cllrs. Orpen and Martin and the Clerk left the meeting for the discussion of this item due to their membership of the Patchway Twinning Association.

It was noted that information on the visit from Patchway's French twin town, Clermont l'Hérault had been discussed by the Council at the March meeting and recorded under minute 34g/15. The visitors would include the Mayor of Clermont and members of the Town Council and the visit was to mark 20 years since Patchway twinned with Clermont l'Hérault.

A letter had been received that day from the Chairman of Patchway Twinning Association asking for a grant to support the visit from 15-18 May, which would include a civic dinner, and for the attendance of Councillors at this and other events during the weekend. The Council agreed to a grant of £1,000 to the Association towards the costs of this visit but stated that such requests should be made in good time in future. It was also agreed that discussion should be held with the new Parish Council of Stoke Lodge & The Common about support for twinning events.

**45/15. REPORTS FROM LOCAL ORGANISATIONS**

**Communities Against Hate Crimes**

The Council noted with interest the Revised Action Plan for 2015-16, which was circulated.

**Patchway Priority Neighbourhood Health Plan**

The Council noted with interest the Draft Action Plan for 2015-16, which was circulated.

**46/15. REPORTS FROM DISTRICT COUNCILLORS**

It was noted that after 31 March, SGC would be "in purdah" until after the elections on 7 May.

**47/15.            CORRESPONDENCE**

- a)     The Council noted information on Patchway International Festival to be held at Callicroft School on Saturday 16 May from 11-3.
- b)     The Council noted that an application had been made for the New Homes Bonus grant of £93,000 for the perimeter path at Scott Park and for the portion of the NHB grant which had been spent on consultants’ fees for Rodway Road.
- c)     The Council noted that SGC Housing Advice Services had been brought back in house from 1 April.
- d)     The Council noted that SGC had given a grant to Merlin Housing of £9,000 to improve the mental health and wellbeing of its older residents.
- e)     It was agreed to refer the SGC consultation on “Staying Put” policy for young people to continue to be fostered beyond their 18<sup>th</sup> birthday to the Planning & Transport Committee.
- f)     The Council noted information received from Almondsbury Burial Committee, which had been circulated by email.
- g)     The Council noted amendments to existing school keep clear markings at Coniston Primary School and Patchway Community College.

**48/15.            PLANNING APPLICATIONS**

The Council made no objections to the following planning applications:

Land off Highwood Road Parcel MU2, Charlton Hayes	Mixed use development of 33 apartments and retail space
Shiner Ltd. 1700 Park Avenue Aztec West	Enclosure to open sided canopy over loading bay
5 Falcon Close	Single storey front extension
27 Thirlmere Road	Single storey rear “granny” annexe

The Council noted the following applications which did not need approval as larger household extensions:

26 Pretoria Road  
76 Cavendish Road

## 49/15. FINANCE

The Council noted the following income received:

Wheatpatch Club	Hire of Patchway Common Pavilion January 14	£400.00
Patchway Town FC	Hire of football pitches (Aug-Dec 2014)	£1,174.00
Members of the public	Photocopying	£8.00
Four Towns & Vale Link Community Transport	Gas and electric recharge (Dec-Feb 2014-15)	£676.32
<b>Total</b>		<b>£2,258.32</b>

The Council noted the following Direct Debits:

Allstar fuel card services	Paper invoice fee, zero liability cost	£15.22
Allstar fuel card services	Fuel for groundsman x 2 FP03 ULF	£118.58
Allstar fuel card services	Fuel for groundsman WR55 LGU	£55.20
British Gas Services (Commercial) Ltd	Boiler maintenance at Sports and Social Club	£41.73
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Callicroft House	£35.10
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Scott Park	£35.10
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Casson Centre	£35.10
British Gas (Commercial) Services Ltd	Boiler maintenance contract payment for Patchway Common	£35.10
Total Gas and Power	Gas Invoice for Casson Centre 31/01 - 28/02	£33.37
Total Gas and Power	Gas Invoice for Casson Centre 28/02 to 27/03	£414.04
Total Gas and Power	Electricity Invoice for Callicroft House 02/03 - 01/04	£107.86
Total Gas and Power	Electricity Invoice for Casson Centre 02/03 - 01/04	£68.12
Total Gas and Power	Electricity Invoice for The Avenue 01/03 - 01/04	£118.61
Total Gas and Power	Electricity Invoice for Scott Park 27/02 - 01/04	£111.03

The Council agreed the following expenditure:

Avon Local Councils' Association	Annual subscription	£904.26
Avon Local Councils' Association	16 x Good Councillors Guide	£40.00
Building Supplies (Patchway) Limited	Deckboards and screws for war memorial garden	£196.03
BWBSL	Final water bill for The Avenue	£52.30
Craig West Turf Ltd	Turf for Scott Park memorial garden	£15.84
Mr M Dark	Window cleaning at Callicroft House	£60.00
Mr M Dark	Window cleaning at The Avenue	£40.00
Mr M Dark	Window cleaning at Casson Centre	£16.00
Orange	Mobile phone charges April	£28.68
Patchway Autoparts	Fuses	£4.63
Patchway Autoparts	Wiper blade for van	£11.81
Patchway Autoparts	Clip for bin	£2.04
Patchway Twinning Association	Twining expenses (visit of Clermont L'Herault)	£1,000.00
Select Electrics Ltd	Annual CCTV maintenance and camera cleaning at Rodway Road	£420.00
Simply Washrooms Ltd	Sanitary care at Casson Centre	£144.00
Simply Washrooms Ltd	Sanitary care at Callicroft House	£144.00
South Gloucestershire Council	Rent of land at Coniston School for access to play area	£50.00
South Gloucestershire Council	Rate demand for Scott Park	£2,448.00
South Gloucestershire Council	Rate demand for Callicroft House	£8,997.25
South Gloucestershire Council	Footway surfacing works at Scott Park	£147,094.99
South West Councils The Consortium	Annual subscription	£420.00
The Consortium	Black sacks x 10	£47.88
The Consortium	Toilet rolls and cleaning materials	£30.14
T H White	2 belts for chipper	£37.54
UK Industrial Supplies	Gloves x 4 for groundsmen	£28.08
Virgin Media	Broadband	£39.60
Payments Ltd		
Viridor Waste Management Ltd	2 x Skip exchanges at Scott Park	£531.67
WPS Ltd	Multi Vehicle Insurance renewal	£2,257.89
Zurich Municipal	Town Council Insurance policy renewal	£4,600.19
Mrs L Hamid	Clerks expenses:	

	Council Milk and biscuits	£3.80
	Postage	£114.54
Salaries	March 2015	£14,941.81
<b>Total</b>		<b>£185,947.13</b>

**50/15.        DATE OF NEXT MEETING**

It was noted that the next meeting of the Town Council would be held on Tuesday, 12 May at 7.30 p.m.