

PATCHWAY TOWN COUNCIL

Minutes of the Council Meeting held on 13 October 2015 at Callicroft House, Rodway Road, Patchway.

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

K. Dando)
P. Cottrell)
M. Greensword) Callicroft
Ms R. Messenger) Ward
R. Loveridge)

107/15. PETITION

The Manager of The Parade Fish & Chip Shop presented a petition signed by 350 petitioners who were objecting to the proposed change of use from hairdressers to hot food takeaway at 9 The Parade on the grounds that it will negatively impact on the existing fish and chip shop on The Parade.

The Town Council agreed to forward this Petition to the Planning Department of South Gloucestershire Council for their sympathetic consideration of this request. The petitioners then left the meeting.

108/15. SOUTHERN BROOKS COMMUNITY PARTNERSHIPS

Julie Close and Laura Coleman were welcomed to the meeting and they showed a slide presentation and a film made in 2014 on the work of SBCP which illustrated the variety of work carried out in Patchway, including youth, older people, sufferers of dementia and family support. After answering questions, the Chairman thanked them for their presentation and also thanked them, on behalf of the Council, for all their work in Patchway.

109/15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Mrs P. Coleman (another meeting), C. Mills (unwell), D. Tiley (unwell), Mrs E. Orpen (unwell), Mr & Mrs Bathe-Taylor (holiday) and Mrs E. Martin (unwell).

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.

110/15. 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.

Cllr. Dando stated that he would make no comment on any planning matters in view of his membership of the SGC Development Control (West) Committee.

111/15. STEPHEN SMITH

The Council stood in memory of former Councillor Steve Smith, Member of the Town Council from 2003-2007, who died in September.

112/15. MINUTES

The Minutes of the meeting of the Council held on 8 September 2015, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Dando and seconded by Cllr. Cottrell.

113/15. MATTERS ARISING FROM THE MINUTES

a) Fly-tipping: 93/15

The Council noted that SGC had issued a 28 day notice on the owner of the garages to the rear of Hazeldene Road to clear the dumped rubbish.

b) Removal of telephone boxes: 97/15

A response had been received and was read to the Council. This stated that the redundant kiosk was required as the power supply to the working box was connected to both kiosks. BT also stated that the obscure glazing could not be removed. The Council asked if at least part of the glazing could be replaced with clear glass for health and safety reasons.

The Council also noted that the telephone box at the bottom of Callicroft Road had been removed by BT, despite them informing the Council that the box had to remain at this site.

c) Equal Opportunities Training: 101/15

The Council noted that two sessions had been arranged before the November and December Council meetings from 6-7.30 p.m. The Chairman stressed the importance of all Councillors attending this training, which was required in Standing Orders.

d) Meeting with Merlin Housing: 100/15.

It was confirmed that the best date for the meeting with Paul Coates, Director of Housing and Communities, would be Thursday 29 October at 10.30 am and all Councillors were asked to attend.

114/15. REPORTS FROM COMMITTEES

a) Parks & Open Spaces Committee

Cllr. Cottrell presented the minutes of the meeting held on 15 September, which had been circulated and which were endorsed by the Council.

b) Planning & Transport Committee

Cllr. Gordon presented the minutes of the meeting held on 22 September, which had been circulated and which were endorsed by the Council. Cllr. Dando reported that he was working with the resident affected by fumes from the new fish and chip shop in Gloucester Road and that SGC had offered monitoring equipment in her house.

c) Finance Committee

Cllr. Dando presented the minutes of the meetings held on 6 October, which had been circulated and which were endorsed by the Council.

The Council agreed to support the decision of the Finance Committee to make funds available for the provision of a bus shelter in Highwood Road at the junction with Durban Road.

The Council agreed to try and schedule additional meetings on Tuesdays as all Councillors had this evening reserved for Council meetings. The Clerk was asked to approach the Secretary of Avon Local Councils Association for a training course on either 19 or 26 January and to arrange the special meeting to discuss the guidelines for grant applications on either 16 or 23 February. In these two months, it was agreed that the Parks and Planning Committee would be held on the same evening.

Cllr. Dando pointed out that attendance by Councillors was very poor and stressed the importance of attendance at both Council and Committee meetings.

**115/15. SGC CONSULTATION ON SPECIAL EXPENSES SYSTEM AND
LCTR SUPPORT GRANTS TO LOCAL COUNCILS FROM 2016-
2017**

This item had been referred to the Council by the Finance Committee in order that all Councillors could read the paperwork.

After consideration, the Council agreed that, as the government's austerity measures were driving these cost-saving measures by SGC, the Council had to accept that there was no option. The Council particularly regretted the fact that town and parish councils were being forced to take on work which had been previously carried out by SGC in order to offer a satisfactory standard of maintenance to local residents, but that they were not receiving financial support for this work. It was noted that, at present, the

Town Council was cutting highway verges, maintaining hanging baskets and flower beds and emptying dog bins and it was likely that future cuts would create a need for more duties to be undertaken.

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

116/15. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Dando reported on regular meetings on topics which had included improvements to Station Road, Emergency Planning and the Metrobus extension.

There were no reports from Cllrs. Orpen and Walker.

117/15. REPORTS FROM LOCAL ORGANISATIONS

No reports had been received.

118/15. CORRESPONDENCE

- a) Policing at Risk - Police Newsletter
- b) SGC Consultation of Draft Street Trading Policy. Comments required by 16 December

119/15. PLANNING APPLICATIONS

The Council made no objections to the following planning applications:

Alcatel Lucen 740 Waterside Drive	Display of non-illuminated fascia sign & plant compound, cycle store and smoking shelter
Cherry Cottage Hempton Lane	Front conservatory
Rolls Royce 184 & 185 Gloucester Road	Installation of solar panels to roof
33 Willow Close	Single storey side & front extension
17 Oak Leaze	Side conservatory
77 Gloucester Road (Fish & chip shop)	Installation of extraction fan to roof

120/15. FINANCE

The Council agreed two finance matters:

The Finance Committee had noted that the SGC Finance Officer had confirmed the amount to be paid to Stoke Lodge & The Common Parish Council for the Community Governance Review Settlement was £53,325.18. This item was not included in the Minutes of that meeting and this was noted by the Council.

Patchway People Newsletter had submitted an urgent grant request for £2,500. They were late in putting in their application form due to sickness and were now in financial difficulties to pay the printing bill for the last issue. The Council unanimously agreed this payment as an urgent item.

The Council noted the following income received:

HMRC	VAT Refund April-June 2015	£27,955.64
Garden Society	Casson Centre Hire	£30.00
South Glos Council	Precept 2/2	£271,500.00
Patchway Cricket Club	Cricket Pitch Hire 2015	£1215.50
Underwater Photography	Casson Centre Hire	£120.00
	Total	£ 300,821.14

The Council noted the following Direct Debits:

Allstar Fuel Card	Zero Liability	£2.88
Allstar Fuel Card	Fuel for FP03ULF	£47.05
Total Gas & Power	Electricity at Callicroft House	£84.47
Total Gas & Power	Electricity at Casson Centre	£71.19
Total Gas & Power	Electricity at Scott Park	£149.36
	Total	£354.95

The Council agreed the following expenditure:

213	Orange (2 months Aug & Sept)	Mobile Phones	£46.63
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214	Craig West Turf Ltd.	Topsoil (Dumpy Bag) from May		£120.00
215	Local World	Job Advert Bristol Evening Post June		£336.00
216	Uki Safety Matters	Safety Boots x 2 from July		£71.62
217	Patchway Autoparts	Q-bond repair kit Lamps and fuses Flasher Unit Hose Clip Trim Knife Blades Black Cable Ties		£76.82
218	Pitchworks	Goal Post		£144.00
219	FRS Countrywear	Uniforms for Ground Staff purchased in July		£56.04
220	Grant Thornton	2014-15 annual audit		£1,560.00
221	Mr M Dark	Window Cleaning Callicroft House Window cleaning Casson Centre		£83.00
222	TH White	Rear Discharge Deck Mower	£2,070	
		Hire of Power Rake for Cricket Renovation	£222	
		Hire of Aerator for Cricket Renovation	£372	£2664
223	Mant Leisure	Wet Pour Repairs Scott Park Play Area	£3598.80	
		Tiling Repairs Scott Park Play Area	£1844.40	
		3 x Springers 1 x Installation	£2220.00	
				£7,663.20
224	Almondsbury Forge	Goal Post Socket Sleeve		£144.00
225	AA Flags Ltd.	Patchway Fanion for Twinning		£192.60
226	HMRC	PAYE Sept		£4,304.44
227	George Carr & sons	Strimmer Cord	£33.30	
		Repairs to Kombi tools	£77.74	
				£111.04
228	BANES	Pension for Sept		£3,202.24
229	Whitehall Printing	Town Charter		£172.80
230	Virgin Media	Broadband		£39.60

231	Viridor	2 x Exchanges at Scott Park	£443.76
232	South Gloucestershire Council	Lease Rent Coniston CC	£250
		Repair Patch to Scott Park car Park	£6955.51
		Footway Slurry Seal Works Scott Park	£789.89
		3-2-1 Track Markings Scott Park	£530.34
		V.A.T for above	£1655.15
			£9930.89
233	ABC Fire Protection	Fire Warden Training	£359.40
234	Eco Solve	Cricket Pitch Renovation: Loam, Seed, Weed & Feed	£1426.90
		Line Marker, Grass Seed for General Repairs	£689.50
		V.A.T for above	354.34
		Total, inc. discount for swift payment:	£2,470.74
235	Building Supplies Patchway	Post Mix, Wooden Gravel Boards	£152.41
236	The Consortium	Stationary, Mop Bucket, Toner.	£308.86
237	Aretians RFC	Payment made to PTC in error	£500.17
238	J E Thomas	from PCA Maintenance Budget	£383.23
		Cleaning materials	
		Materials to Modify Garden	
		Lightbulbs	
		Cylinder Keys	
		Key	
		Solid State Drive	
239	L Hamid	Clerks Expenses: Gifts for Mayors at Twinning Visit	£19.98
		Light Tube x 4	£91.68
		Vivedas Lamp x 10	£42.00
		Postage	£65.66
			£219.32

240	Stoke Lodge & The Common Parish Council	Community Governance Settlement	£53,325.18
241	Patchway People Salaries September	Grant Payroll	£2500.00 £15,064.57
		Total	£106,830.90

121/15. DATE OF NEXT MEETING

It was noted that the next meeting of the Town Council would be held on Tuesday, 10 November at 7.30 p.m. and would commence with Public Question Time. Councillors were reminded that the evening would commence at 6 p.m. with a training session on Equalities, which was compulsory for all Members. Refreshments would be served before the Council meeting commenced.