

PATCHWAY TOWN COUNCIL

Minutes of the Annual Council Meeting held on 10 May 2016 at Callicroft House, Rodway Road, Patchway.

Present: Councillors C. Mills (in the Chair))
E. Gordon)
Mrs E. Martin)
J. Butler) Coniston
E. Bathe-Taylor) Ward
Mrs M. Bathe-Taylor)

Mrs E. Orpen)
P. Cottrell)
K. Dando) Callicroft
Ms R. Messenger) Ward
S. Scott)
R. Loveridge)

59/16. PUBLIC QUESTION TIME

Nigel Jordan introduced himself to the Council as the new Community Development Co-ordinator for Patchway at Southern Brooks Community Partnerships, replacing Karen Cheal. Nigel would be working in Patchway and Charlton Hayes, enabling the community to participate in community activities. He would be co-ordinating the annual Coniston Fun Day on The Parade on 20 July and running a weekly work club to help residents into work by improving their IT skills and helping them draw up CVs. There were no other members of the public present.

60/16. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Coleman (another meeting) and Messenger (working). No apologies were received from Cllr. Grotzke.

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.

61/16. 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.

62/16. ELECTION OF MAYOR AND DEPUTY MAYOR

Cllr. Eve Orpen was proposed by Cllr. Martin, seconded by Cllr. Bathe-Taylor as Mayor and Chairman of the Council. There were no other nominations. Cllr. Orpen was elected by 10 votes to 1 with 1 abstention.

Cllr. Elaine Martin was proposed by Cllr. Cottrell, seconded by Cllr. Orpen as Deputy Mayor and Vice Chairman of the Council. There were no other nominations. Cllr. Martin was elected by 10 votes to 1 with 1 abstention.

Cllr. Mills congratulated his colleagues on their election and vacated the Chair. Cllr. Orpen then took the Chair.

63/16. MEMBERSHIP OF COMMITTEES AND OUTSIDE BODIES

It was agreed to retain the existing membership of committees and outside bodies with the following exceptions:

Cllr. Scott would replace Cllr. Gordon on the Planning & Transport Committee

Cllr. Mrs M. Bathe-Taylor would replace Cllr. Martin as representative on Coniston Community Association.

64/16. REVIEW AND CONFIRMATION OF STANDING ORDERS & FINANCIAL REGULATIONS

The Council reviewed these documents, which had been updated by the National Association of Local Councils in line with government regulations, and which had already been discussed and agreed by the Finance Committee.

It was unanimously agreed to confirm the Standing Orders and Financial Regulations, which had been provided for all Councillors.

65/16. REVIEW AND CONFIRMATION OF EQUAL OPPORTUNITIES DECLARATION

The following declaration (first adopted by the Council in 2004) was agreed unanimously and signed by all Councillors present:

“We recognise that over the past 60 years Patchway has welcomed residents from different parts of the country and particularly from Wales and Ireland. More recently we have welcomed residents from many other parts of the world. This has contributed to the richness and vitality of our community.

As representatives of the community of Patchway looking to the future, we pledge to work in partnership to develop a community spirit which includes those from diverse backgrounds. By our example we will make clear to those who do not share this ideal that we do not condone their attitude.

We will work together to understand each other, respect and acknowledge our differences and value the human spirit in each person, whatever their creed or ethnic background, so that all residents feel proud to belong to the community of Patchway.”

66/16. GENERAL POWER OF COMPETENCE

On the advice of Avon Local Councils Association, the Council agreed unanimously to adopt the General Power of Competence. To be eligible for this power, local councils must have at least two-thirds of the seats of the council held by members who were elected rather than co-opted. Also the Clerk to the Council must hold the Certificate in Local Council Administration or an equivalent qualification.

It was noted that this power was introduced in April 2012 by the Government to make it easier for eligible councils to respond more effectively to their communities’ needs, encouraging innovation and assisting in shared service delivery. It is intended to permit eligible local councils to do anything that an individual might do as long as other legislation does not forbid it. This could include, for example, the development of land for residential or commercial purposes.

67/16. APPOINTMENT OF INTERNAL AUDITOR

It was agreed by 11-0 with one abstention that the current auditor, Bill Davis & Co. of The Common, Patchway, should be re-appointed for the forthcoming year.

68/16. MINUTES

The Minutes of the meeting of the Council held on 12 April 2016, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Gordon, seconded by Cllr. E. Bathe-Taylor.

69/16. MATTERS ARISING FROM THE MINUTES

- a) SBCP Family Support Service: 49a/16
The Council was very sorry to hear that despite protests from many groups, including the Town Council, SGC had cut the financial support to this service. Councillors asked what would happen to the families when the support service was withdrawn. It was understood that SGC would

offer a skeleton service but that this would not cover all the families. Cllr. Orpen reported that she and Cllr. Walker had intervened with SGC but had not been successful. Cllr. Dando asked for the background information so he could raise the issue with his political group on SGC.

- b) Lighting of Beacons for Queen's Birthday: 49b/16
The Council was pleased to hear that the lighting of the beacon was attended by about 60 people. This was preceded by a short service in St. Chad's Church.
- c) Commemorative Mugs: 49b/16
The Council noted that printed commemorative mugs had been presented to the 3 Freemen of Patchway, the widows of 2 former chairmen of the Council and 15 residents aged 90 years or over and were much appreciated by the recipients. As agreed, additional mugs would be available for sale at £2.50 to current councillors and members of the public.
- d) Consultation on changes to Library: 49c/16
The Council noted that a presentation had been given on this subject by Martin Burton, Head of Libraries, to the Annual Town Meeting and copies of the information pack and consultation form had been distributed to those present.
Cllr. Mills reported on pre-meeting with Martin Burton and it was noted that in order to save 25% of its budget for libraries, SGC were proposing to reduce the opening hours of Patchway Library by 8 hours per week from October 2017. The Council noted that the cost to keep the library open for an extra day a week would be £16,000 a year. After discussion, the Council agreed to make an expression of interest to be involved with the future management of Patchway Library as part of the wider project to develop Patchway Town Centre. It was also agreed to invite Mr. Burton to come and speak to the Council again in the autumn when proposals had been debated and consolidated by SGC.
- e) Patchway Green Spaces Project: 49d/16
The Council was very pleased to hear that the project had received a grant of £15,000 from The People's Lottery, which would enable Ellen Segalov to be employed for a further 12 months to develop the project.

70/16. REPORTS FROM COMMITTEES

- a) Parks & Open Spaces Committee
Cllr. Cottrell presented the minutes of the meeting held on 19 April, copies of which had been circulated, and which were endorsed by the Council. It was agreed that it would be helpful to have anti-litter signs erected round Gorse Covert and for these to mention a fine for littering.

b) Planning & Transport Committee

Cllr. Gordon presented the minutes of the meeting held on 26 April, copies of which had been circulated, and which were endorsed by the Council.

It was noted that a response was awaited from SGC on the condition of the railings at The Parade and the repair of Real Time Displays at bus stops in Coniston Road.

c) Finance Committee

Cllr. Orpen presented the minutes of the meeting held on 3 May which had been circulated and which were endorsed by the Council.

71/16. REPORTS FROM DISTRICT COUNCILLORS

Cllr. Dando reported on a site meeting he had attending concerning the proposed housing to be built in Station Road and on his concern that air quality monitoring was needed due to the site's proximity to the railway line.

Cllr. Dando also reported that all SG Councillors were being briefed on the government's devolution proposals.

72/16. REPORTS FROM LOCAL ORGANISATIONS

The Clerk reported on her attendance at the AGM of Almondsbury Charity which had been held at Holy Trinity Church Hall in Bradley Stoke. The Creation Twirlers, who would be performing at Patchway Festival, had given a display as they had been supported by the charity during the year. A digest of the audited accounts was available if Councillors wished to see it.

73/16. CORRESPONDENCE

a) It was noted that Councillor training on Gypsies & Travellers and the Prevent Agenda was now available from SGC and Councillors were asked to inform the Clerk if they wished to do any of these courses.

b) It was noted that the Patchway, Filton & the Stokes Volunteer Bureau was organising a Volunteering Event on 12 May, 7 pm at Little Stoke Hall. All Councillors were invited to attend.

c) Information was noted on a Consultation on how SGC grants will be decided in future. Cllr. Keith Walker has sent a note that he considered it important for local councils to respond to this consultation. It was agreed to refer the matter to the Finance Committee.

Coniston Community Association	Remaining Grant to Coniston Community Association		1405.00
Lucy Hamid	Clerks Expenses:		
	Power Breaker	149.99	
	Domain Name Registration	84.00	
	Travel 2015/16	195.75	429.74
		Total	£8,426.66

The Council noted the following income received:

Patchway Sports & Social Club	Ground Rent	986.38
Patchway Community Association	Ground Rent	1.00
South Gloucestershire Council	Contribution to Local History Map	398.00
Avon Indian Association	Casson Hire	140.00
South Gloucestershire Council	Precept 1/2	276,442.50
Patchway Centre Pre-School	Ground Rent	1.00
Patchway Conservation Group	Pocket Park Grant	3002.24
	Total Income	£280,971.12

The Council noted the following Direct Debits:

Total Gas and Power	Electricity Callicroft House	91.59
Total Gas and Power	Electricity Casson Centre	52.66
Total Gas and Power	Electricity Scott Park	92.45
Total Gas and Power	Gas Callicroft House Jan-April	659.99
Total Gas and Power	Gas Scott Park Jan- Feb	189.34
Total Gas and Power	Gas Casson Centre March-April	45.86
All Star Fuel Card Services	Fuel for Truck	74.52

All Star Fuel Card Services	Zero Liability Fee	5.76
British Gas	Boiler Service Contract:	
	Scott Park	£59.30
	Callicroft House	£37.30
	Casson Centre	£37.30
Public Works Loan Board	Loan Repayments	24,382.91
	Total Direct Debit	25,728.98

The Council agreed the following expenditure:

UKI Safety Matters	Ground staff Safety wear		54.90
South West Councils	Annual Subscription		434.00
Ross Office Supplies	Paper		30.00
Whitehall Printing	Patchway Guide 2016		4685.80
S&L Meachin	Hedge cutting		288.00
Virgin Media	Broadband		39.60
Information Commissioner	Annual Fee		35.00
FRS Countrywear Ltd	Ground staff Workwear		243.76
Building Supplies Patchway	Supplies for Park		18.02
Lucy Hamid	Clerks Expenses:		
	Kettle for Office	24.95	
	MOT fee for Truck	45.00	
	Postage	40.39	
	Fire lighting Equipment	2.00	112.34
Post Office Counters	Tax for Truck		230.00
Viridor	3 Skip Exchanges		699.06
TH White	Parts for Machinery		84.07
HMRC	April PAYE		4,802.51
BANES	April Pension		3,446.39

Thornbury Autocentre	Truck Repairs for MOT	1303.96	
	Truck Service	295.20	1599.16
Staff	Salaries		16,459.03
		TOTAL	33,262.04

76/16. DATE OF NEXT MEETING

The Council noted that the next meeting would be held on Tuesday 14 June at 7.30 p.m., and would commence with Public Question Time. It was suggested that the Police should be invited to the July meeting.