

PATCHWAY TOWN COUNCIL

**Minutes of the Council Meeting held on 14 February 2017 at Callicroft House, Rodway Road, Patchway.**

Present: Councillors Mrs E. Orpen (in the Chair) )  
P. Cottrell )  
R. Loveridge ) Callicroft  
S. Scott ) Ward  
K. Dando )  
  
E. Gordon ) Coniston  
E. Bathe-Taylor ) Ward  
Mrs M. Bathe-Taylor )  
K. Walker )

**16/17. PUBLIC QUESTION TIME**

There were no members of the public present.

**18/17. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. Greensword (ill), Grotzke (ill), Coleman (working), Messenger (working), Martin (away) and Butler (family illness).

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.

**19/17. 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.

**20/17. MINUTES**

The Minutes of the meeting of the Council held on 10 January 2017, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Gordon seconded by Cllr. M. Bathe-Taylor. There were no matters arising from the Minutes.

**21/17. CO-OPTION**

As no request for a by-election had been received by SGC by the required date, the Council was now able to co-opt to fill the vacancy caused by the resignation of Cllr. Mills.

Keith Walker was proposed by Cllr. M. Bathe-Taylor, seconded by Cllr. Gordon to be co-opted to the Town Council. Mr. Walker stated that he had previously been a member of the Town Council for four years and was currently a South Gloucestershire Council for Patchway. He enjoyed working as a team for the benefit of all residents and had also taken up many cases on behalf of individuals.

The Council agreed unanimously to this co-option and Cllr. Walker joined the table and signed the Declaration of Acceptance of Office as a Councillor for the Coniston Ward. It was agreed that Cllr. Walker would take Cllr. Mills' committee places.

**22/17. REPORTS FROM COMMITTEES**

a) Parks & Open Spaces Committee

Cllr. Cottrell presented the minutes of the meeting held on 17 January, copies of which had been circulated and which were endorsed by the Council.

b) Planning & Transport Committee

Cllr. Orpen presented the minutes of the meeting held on 24 January, copies of which had been circulated and which were endorsed by the Council. It was noted that the SGC Emergency Plan would be considered further at the next meeting when Councillors had had the opportunity to read the document.

c) Finance Committee

Cllr. Orpen presented the minutes of the meeting held on 7 February, copies of which had been circulated and which were endorsed by the Council. Cllr. Scott enquired whether Cllr. Dando had received a response from SGC on why Patchway had received a much lower Local Council Tax Reduction Support Grant for 2017-18 (reduced from £42,000 this year to £24,000 next year). Cllr. Dando said he had been promised a response but had not received it yet.

**23/17. PATCHWAY COMMUNITY PLAN**

The Consultation Scope and Framework for the Patchway Community Plan was attached to the minutes of the Planning & Transport Committee. It was noted that four members of the Council were members of the steering group and that they would keep the Council informed of progress. It was agreed that this plan would enhance the standing of the Town Council and help it to develop community priorities in the future.

The Council noted that Cllrs Scott, Martin, Loveridge and E. Bathe-Taylor had attended the first meeting of the steering group in January and unanimously agreed the scope and framework of the plan as recommended by the Planning & Transport Committee.

**24/17.            REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Dando reported that he had attended DC West and a Local Planning Seminar. Patchway could adopt a Planning Policy in line with the SGC Policy and he would get advice from officers on whether it would be desirable for the Council to do this.

Cllr. Walker reported on a poor Ofsted report on the SGC service for 0-25 years. SGC will now be monitored but is in a bad position. The problem is loss of staff. The Boundary Review of SG is underway and it looked likely that 10 Councillors would be lost.

Cllr. Orpen reported that she had joined the Lower Severn Drainage Board. She had put in an objection to a telecom mast in Highwood Road, adjacent to the clinic.

**25/17.            REPORTS FROM LOCAL ORGANISATIONS & MEETINGS**

The Clerk reported on the recent meeting of the Charlton Hayes Steering Group. The owner of Olive Tree House sheltered housing had complained that Bovis had not completed the roads and footpaths around this development as promised. Bovis had stated that the footpaths would be finished by the end of February but Charlton Square would not be laid out until the end of 2017. Tree planting would be carried out by the end of March in Wood Street and the Boulevard. There had been an update on the Concorde Museum, which was due to open this summer. The museum will be working with Patchway Festival this year. There was also an update on the Charlton Hayes Residents Association. The Town Council had asked SGC for a meeting to discuss bus services to Charlton Hayes jointly with the Residents Association and a response was awaited.

**26/17.            CORRESPONDENCE**

- a) It was noted that there would be a presentation at the March Council meeting on the Filton Airfield Development
- b) The Council was pleased to note the confirmation by SGC of the Footpath Order between Gloucester Road and Ashford Road
- c) It was noted that the General Manager of First Bus would speak at the Planning meeting on 28 February. All Councillors were invited to attend and bring questions.

- d) As reported under the previous item, a letter had been sent to SGC's Public Transport Manager concerning bus services for Charlton Hayes.
- e) Correspondence with the Sports & Social Club concerning an additional metal bench to be installed in Scott Park and a query on the last audited accounts was noted.
- f) The Minutes of Almondsbury Joint Burial Committee had been received for information and were noted.
- g) Various highways correspondence on the following issues was noted and would be sent to P&T Committee: parking in Falcon Drive; mud on road at Standing Stone roundabout; request for zebra crossing in Jupiter Road; response on Real Time Information units in Coniston Road; response to comments on rail service in Patchway area; glow in the dark dog fouling signs; anti-dog fouling signs.
- h) The Council was pleased to note letters of thanks from RBL Patchway Branch and Mrs Win Williams.

**27/17. PLANNING APPLICATIONS**

The Council made no objection to the following applications:

Londis Store 7 Coniston Road	Display of internally illuminated ATM surround
161 Gloucester Road	Rear extension for loft conversion and dormer Windows
Highways land at Highwood Road	15m high Jupiter column for telecom (Permitted Development)
1 Windermere Road	Demolition of rear extension New rear and side extension
55 Hawthorn Close	Single storey rear and side extension
6 Bay Tree Close	Rear conservatory
Charlton Boulevard	2 buildings for 52 residential apartments, 2 retail units, Children's day nursery & car park (Reserved Matters)

**28/17. FINANCE**

The Council noted the following income received:

Patchway Sports & Social Club	Quarterly Ground Rent	986.38
Stoke Lane F.C	Pitch Hire	140.00
Various	Photocopying	7.70
	<b>Total Income</b>	<b>1134.08</b>

The Council noted the following Direct Debits:

Total Gas and Power	Gas Sports Pavilion 31/10/2016-31/01/2017	119.33
Total Gas and Power	Electricity Callicroft Centre 1/01/17-31/01/17	93.68
Total Gas and Power	Electricity Casson 1/01/17- 31/01/17	43.23
Total Gas and Power	Electricity Sports Pavilion 01/01/2017-31/01/2017	86.79
All Star Fuelcard	Fuel for vehicles	92.01
Inty Ltd.	Software/security	9.96
	<b>Total Direct Debit</b>	<b>445.00</b>

The Council agreed the following expenditure:

HMRC	PAYE		<b>4325.38</b>
BANES	Pension		<b>4401.43</b>
BowCom	Bowgrass Supreme Plus Line Marker 10 x 10 L		<b>216.00</b>
Virgin Media	Broadband Jan		<b>39.60</b>
Viridor	Skip Emptying x3		<b>763.92</b>
Orange	Mobile Phones		<b>27.58</b>
Iris Payroll	Auto-Enrolment Software and Configuration		<b>357.60</b>
Mr M Dark	Window Cleaning Callicroft House	65.00	
	Window Cleaning Casson Centre	18.00	<b>83.00</b>
GWE Business West Ltd	Annual Membership		<b>300.00</b>

	Bristol Chamber of Commerce		
Rob Hainey	Freeman heading and lettering on honours board		<b>45.00</b>
Robert Acton Product Development	Litter Pickers x 4 and Bag Holders x 4		<b>184.80</b>
ABC Fire Protection	Fire Extinguishers Service -Callicroft	138.68	
	Fire Extinguishers Service -Casson	93.20	<b>231.88</b>
Exquisite	Catering Freeman Ceremony		<b>210.00</b>
FRS Countrywear	Groundstaff Workwear		<b>84.99</b>
TH White	Ransomes mower Winter Service		<b>1697.07</b>
Mant Leisure	5 x Heavy Duty Basketball Nets		<b>42.00</b>
Patchway Autoparts	Master Padlock Key x 2	13.44	
	Screen wash	4.21	
	Insulation Tape	0.80	<b>18.45</b>
HMC Patchway	New Tyre for Nissan truck		<b>57.60</b>
BWBSL	Water Rates Casson	89.76	
BWBSL	Water Rates Callicroft House	86.82	
BWBSL	Water Rates Scott Park	115.54	<b>292.12</b>
Prolific	Printing/Photocopying Jan		<b>30.99</b>
Kevin Oakhill	Window Cleaning Grant PCC Dec and Jan		<b>60.00</b>
The Consortium	Office Phones	82.58	
	Box Files	77.40	
	Toilet Cleaner	22.79	
	Stationary & Bin liners	101.60	
	Cleaning Supplies Feb	102.15	

	Cleaning Supplies Jan	120.83	
	Toilet Rolls/Citra	86.81	
	Dust bags	17.02	<b>612.17</b>
Lucy Hamid	Milk for office	0.99	
	Light Shades	4.50	
	Bottle Opener	1.60	
	Stationary	19.98	
	Coffee for Meetings	4.79	
	Refreshments for Freeman Ceremony	38.97	
	PVC Fixing	5.52	
	Flowers for Freeman	25.00	
	Light bulbs for all council buildings	171.65	
	Postage	34.91	<b>307.91</b>
South Gloucestershire Council	Street Lighting Christmas Lights		<b>5,040.00</b>
Imagination Fine Arts	Framing Coniston Grant		<b>15.18</b>
Salaries	Salaries Jan		<b>15,211.20</b>
		TOTAL	<b>34,655.87</b>

**29/17. DATE OF NEXT MEETING**

The Council noted that the next meeting would be held on Tuesday 14 March at 7.30 pm and would commence with a presentation on the new development on the airfield.