

PATCHWAY TOWN COUNCIL

Minutes of the Annual Council Meeting held on 9 May 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)
Ms R. Messenger)
Ms P. Coleman)

E. Gordon)
E. Bathe-Taylor)
Mrs M. Bathe-Taylor) Coniston
K. Walker) Ward
Mrs E. Martin)
J. Butler)

54/17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. Greensword (ill) and Grotzke (ill).

The Council was pleased to note that Cllr. Greensword hoped to be home from hospital at the end of June and that Cllr. Grotzke's treatment had been successful. As both Councillors were likely to be absent for some time, the Council agreed to grant dispensation for them for the next six months and to notify SGC of this decision.

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.

55/17. 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.

56/17. ELECTION OF MAYOR & DEPUTY MAYOR

Two candidates were nominated and seconded as Chairman and Mayor:
Roger Loveridge, proposed Cllr. Dando, seconded Cllr. Butler
Eve Orpen, proposed Cllr. E. Gordon, seconded Cllr. E. Bathe-Taylor
On a show of hands, Cllr. Orpen was elected as Chairman and Mayor by 7-6.

Two candidates were nominated and seconded as Deputy Chairman and Deputy Mayor:
Elaine Martin, proposed Cllr. E. Bathe-Taylor, seconded Cllr. Gordon
Roger Loveridge, proposed Cllr. Dando, seconded Cllr. Messenger.
On a show of hands, Cllr. Martin was elected as Deputy Chairman and Deputy Mayor
by 7-6.

57/17. MEMBERSHIP OF COMMITTEES & OUTSIDE BODIES

The Council noted that as the political composition of the Council was now 11 Labour and 4 Conservative, the numbers for committees would be as follows, plus ex officio Chair and Vice-Chair: Planning & Transport: 5-2; Parks & Open Spaces: 5-2; Personnel: 4-1; Finance: 6-2.

It was agreed that a list of committee membership would be circulated when the political groups had put forward their members.

The Council agreed with the proposal of the Parks & Open Spaces Committee that a non-voting member should be appointed to this committee as follows: a representative of Patchway Community Sports Association.

The Council also agreed that a representative of Charlton Hayes Residents Association should be appointed as a non-voting member of the Planning & Transport Committee. The Clerk would check with ALCA on whether there is any appropriate training for these representatives to undertake.

The following representatives to outside bodies were agreed:

Joint Burial Committee: Cllrs. Cottrell, Dando, E. Bathe-Taylor, M. Bathe-Taylor

Coniston Community Centre: Cllr. M. Bathe-Taylor

Patchway Community Centre: Cllrs. Gordon, Loveridge

Avon Local Councils Association (S. Glos. Area Group):
Cllrs. Messenger & Gordon

Patchway Twinning Association: Cllrs. Martin, Orpen

Patchway Library Committee: Cllr. Martin

Almondsbury Charity: Lew Gray

Patchway, Filton & The Stokes Volunteer Bureau: Cllr. Gordon

Patchway Community Sports Association: Cllr. Loveridge

58/17. TO REVIEW & CONFIRM STANDING ORDERS AND FINANCIAL REGULATIONS

The Council agreed unanimously to confirm the Council's Standing Orders and Financial Regulations, copies of which were circulated.

It was agreed to take advice from NALC on whether Councillors could vote in absentia.

59/17. APPOINTMENT OF INTERNAL AUDITOR

The Council agreed nem con to reappoint Bill Davies & Co. as Internal Auditor for the forthcoming year.

60/17. MINUTES

The Minutes of the meeting of the Council held on 11 April 2017, which had been circulated, were approved as a correct record and signed by the Chairman, proposed by Cllr. Gordon, seconded by Cllr. Dando.

61/17. MATTERS ARISING FROM THE MINUTES

a) First Bus: 46b/17

The Council regretted that there was no response from First Bus to the questions raised at their recent visit.

b) Civic visit from Gauting: 42/17

The Chairman reminded Councillors of the details of the forthcoming civic visit of representatives from Gauting and Clermont l'Hérault. Cllrs. Gordon, Martin, Coleman and Messenger would be attending the civic dinner, in addition to the Chairman.

c) Annual Town Meeting: 49/17

It was noted that attendance at the meeting on 4 May was low, which was an indicator that there were no pressing issues among residents.

62/17. REPORTS FROM COMMITTEES

a) Parks & Open Spaces Committee

Cllr. Cottrell presented the minutes of the meeting held on 20 April, copies of which had been circulated and which were endorsed by the Council.

Arising from the minutes, the Clerk was asked to send to the District Councillors the comments of the Planning Officer recommending that the planning application for the work in Scott Park should be withdrawn. Cllr. Dando agreed to speak to the officer concerning a meeting to discuss the effect of the

forthcoming SGC Sports Strategy on the s106 funding, but it was noted that the planning application was separate from the funding situation and that as soon as the queries raised by the planning officer had been addressed, a new application should be submitted. A small meeting would be called to confirm the details before this action was taken.

At the Annual Town Meeting, the election of members of the Scott Park Advisory Committee had been held and it was agreed that, subject to their willingness to continue, Les Brooks and Annette Morgan would be members of the Advisory Committee. The Clerk informed the Council that both had subsequently agreed. It was agreed that, as Lew Gray did not wish to continue in this role, that the third place on the Advisory Committee would be offered to a representative of Charlton Hayes Residents Association.

b) Planning & Transport Committee

Cllr. Scott presented the minutes of the meeting held on 25 April, copies of which had been circulated and which were endorsed by the Council.

c) Finance Committee

Cllr. Orpen presented the minutes of the meeting held on 2 May, copies of which had been circulated and which were endorsed by the Council.

The application for funding by Southern Brooks Community Partnerships for youth and community work had been referred to the Council by the Finance Committee and the requested financial statement, annual accounts and information on the number of residents worked with were circulated, but in the light of queries raised by Cllr. Butler on the recent merger between SBCP and a community organisation in Kingswood, it was agreed by 6-2 with 2 abstentions that the application should be referred back to the Finance Committee and that all Finance Members should have a copy of the merger document.

63/17. DRAFT MEMORANDUM OF UNDERSTANDING BETWEEN SGC & PTC ON THE VISITATION FOR PATCHWAY TOWN CENTRE

Due to lack of time, the Chairman stated that this paper, which had been circulated, would be referred back to the Planning & Transport Committee for discussion.

64/17. REPORTS FROM DISTRICT COUNCILLORS

As the District Council was “in purdah” due to the forthcoming General Election, there was no report.

65/17. REPORTS FROM LOCAL ORGANISATIONS

No reports given.

66/17. CORRESPONDENCE

- a) The Council was pleased to note a Thank You card from St. Chad's Church
- b) It was noted that the Waste Team of SGC had been invited to present to the June meeting.
- c) It was noted that there would be a meeting for partner organisations on Patchway Community Plan: Tuesday 23 May from 6.15-7.30.
- d) The Council noted the response from the Department for Education to Cllr. Darryl Collins in response to the joint letter on school funding.
- e) The Council noted responses from SGC to issues raised from committees.

67/17. PLANNING APPLICATIONS

The Council noted that revised proposals for the development of the airfield had been produced but not yet received by the Town Council. This included a revised Design & Access Statement.

68/17. FINANCE

The Council noted the following income received:

Patchway Sports & Social Club	Ground Rent	986.38
Patchway Sports JFC	Pitch Fees	216.00
	Total Income	1202.38

The Council noted the following Direct Debits:

Total Gas and Power	Electricity Sports Pavilion 01/04/17-30/04/17	65.74
Total Gas and Power	Electricity Casson Centre 01/04/17-30/04/17	63.33
Total Gas and Power	Electricity Callicroft 01/04/17-30/04/17	70.97
Total Gas and Power	31/01/2017-30/04/2017	112.14

British Gas	Boiler Servicing/ Maintenance	103.09
Inty Ltd.	Software/security	9.96
	Total Direct Debit	425.23

The Council agreed the following expenditure:

To Whom Paid	Particulars of Payment	Sub Total	Total Cheque
HMRC	PAYE		4846.14
BANES	Pension		4466.55
Virgin Media	Broadband		39.60
Viridor	Skip Emptying x3		665.76
Orange	Mobile Phones		27.67
Tincknell Fuels	Gas Oil ULS 1000 ltrs		1526.70
AA Flags	Union Flag		77.94
Mr M Dark	Window Cleaning Callicroft	70.00	
	Window Cleaning Casson	20.00	90.00
TH White	End Cap Air Indicator		10.74
FRS Countrywear	Hi-Vis Waistcoats x 10		20.65
Prolific	Photocopying & Printing		34.71
The Consortium	Cleaning Materials		126.65
Ross Office Supplies	Paper		30.00
Fountain Timber Products	Half Round Posts		55.92
ALCA	Playground Management Training		90.00
Zurich	Town Council Insurance Policy		4919.41
Rob Hainey	Honours Board Lettering		20.00
Patchway Autoparts	De-Ionised Water	5.05	
	Four Stroke Oil	9.46	

	Key Cut	3.36	23.87
Advanced Plumbing	Emergency Lighting- Coniston Grant	390.00	
	Light Fitting Office	302.40	692.40
Southern Brooks Community Partnerships	Survey Monkey 6 Month Account. Patchway Community Plan		114.00
Blakeney Road Allotment Association	Contribution to Annual Electric Bill		60.27
Ecosolve	Main Pitch Renovation		3250.00
Patchway Building Supplies	Treated wood and Deck screws	93.77	
	6 bags Post Mix	31.18	124.95
Lucy Hamid	Postage	37.57	
	Seeds for Memorial Garden	5.96	
	18v Drill Twin pack	151.20	194.73
Staff Salaries April	Salaries		15,746.56
Four Towns Play Association	Grant		5,000
Patchway Festival Committee	Grant		3,500
		TOTAL	42,755.22

69/17. DATE OF NEXT MEETING

The Council noted that the next meeting would be held on Tuesday 13 June and would commence with Public Questions.