

## PATCHWAY TOWN COUNCIL

### **Minutes of the meeting of the Town Council held on 12 December 2018 at Callicroft House, Rodway Road, Patchway.**

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

#### **140/18. PUBLIC QUESTIONS**

A resident raised the issue of parking in Longney Place, where commuters to work in the nearby business park are using it to leave their vehicles. The Deputy Clerk would contact South Gloucestershire Council regarding this issue.

A resident raised the issue of parking in Tidenham Way, which has the same issues as Longney Place and one resident hadn't had their refuse collected for three weeks. The Deputy Clerk would contact South Gloucestershire regarding this issue.

A resident raised a concern regarding making Rodway Road pedestrian access only, which the chairman stated was untrue.

A resident raised a concern regarding streetlights in Skinners Croft. As this is Bovis land and hasn't been adopted by South Gloucestershire Council, the Deputy Clerk would contact Bovis to ask them regarding this issue.

A resident raised a concern regarding fly tipping at the back of Rodway Road by the garages. The Deputy Clerk would contact South Gloucestershire Council's Streetcare team to deal with this.

#### **141/18. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. M. Grotzke (long-term sick), Cllr. Greensword (illness), Cllr. Walker (personal) and Cllr. Messenger (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.

**142/18. 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.

Cllrs. Orpen and Martin declared in an interest in The Patchway Twinning Association but would stay in the room during the discussions. Cllrs. Scott, E Bathe-Taylor and Gordon declared an interest in Coniston Community Association but would stay in the room during discussions.

**143/18. MINUTES**

The Minutes of the meeting of the Council held on 13 November 2018, were approved as a correct record and signed by the Chairman.

A councillor gave an update on Patchway Community Centre, where it became apparent that 5 Silver Birch trees would need to be removed and replaced later to avoid a costly tree survey and further delays to the project. The Deputy Clerk would ask the centre manager if there is any paperwork on the tree's to ensure that they aren't subject to a TPO.

The Minutes of the extraordinary meeting of the Council held on 27 November 2018 were approved as a correct record and signed by the Chairman.

A councillor gave an updated on the new staff that will start on January 2<sup>nd</sup> 2019. Linda Squire, will be the Town Clerk for Patchway with Daphne Dunning becoming the RFO.

Cllr. Orpen raised numerous questions over the employment procedure undertaken to employ these new members of staff. These questions would be answered in due course when the appropriate information has been obtained. Deborah White of ALCA would be contacted for the minutes of the interviews.

**144/18. BUDGET FOR 2019/2020**

The council looked at the proposed budget for 2019/2020 and made the following suggestions:

- Look at insurance rates for all types of insurance
- Look at the PWLB repayment schedule
- If the council can afford to keep the Library open into the next financial year or whether there is an option to bring it in house and cut the funding somewhere else.
- Only granting grants that benefit the people of Patchway and to review all grant processes.

- Propose to business on Rodway Road to ask for a donation towards the Christmas lights.
- Building a bigger and more efficient contingency as The Council moves towards bigger projects in the new year.
- To ask DKS accounting to advise the council on VAT on bigger projects.

The budget will be looked at further in the new year with the advice of The Clerk, RFO and accountant.

#### **145/18. COMMITTEE REPORTS**

##### a) Parks & Open Spaces Committee

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

The Council noted that the community users agreement was being finished and then sent to Sport England and South Gloucestershire Council. The council noted that the war memorial was still incomplete and The Deputy Clerk would enquire about a finishing time for this project. The council noted that South Gloucestershire Council were unable to put a CCTV camera facing the tumps. The Deputy Clerk will look at other options.

##### b) Planning & Transport Committee

Cllr. Gordon presented the minutes of the meeting held on 27 November, copies of which had been circulated and which were endorsed by the Council.

The committee have asked the South Gloucestershire Council highways team to the February meeting, to which a response is still to be gained.

##### c) Finance Committee

Cllr. Dando presented the minutes of the meeting held on 4 December, copies of which had been circulated and which were endorsed by the Council.

**As the time was 21:30, standing orders were suspended and unanimously agreed to allow the completion of business.**

#### **146/18. REPORTS FROM DISTRICT COUNCILLORS**

Cllr. Dando gave an update on the SEN budgets for schools in the area. Cllr. Dando stated that SEN budget's would increase where possible and that South Gloucestershire Council have seen an improvement since moving to the cabinet system. A councillor raised the question of have 'UBER' registered as a company with South Gloucestershire Council. Cllr. Dando would report back when he had the necessary information.

**147/18.        REPORTS FROM LOCAL ORGANISATIONS**

Almondsbury Cemetery

The council noted that the wall that was damaged by the Stagecoach bus has still yet to be repaired but will be a costly repair.

**148/18.        SECURITY FOR SCOTT PARK AND THE TUMPS**

The council noted that the blocks that were used to secure Scott Park and The Tumps were still in place. The Deputy Clerk was asked to obtain the price for purchasing two blocks.

**149/18.        UPGRADING SECURITY SYSTEMS AT SCOTT PARK AND CALLICROFT HOUSE.**

This item will be looked at in the new year, after the council has been advised on budgets by the new clerk and RFO.

**150/18.        GRANT APPLICATIONS**

The Council considered the following grant applications with the following conditions:

- Coniston Community Association (£6000) – Pay full grant
- Watercolour Group (£700) – Pay £350 of grant
- Friendship and Exercise Club (£700) – Pay £350 of grant
- Patchway Twinning Association (£500) – Pay full grant

The council will pay the outstanding grant amounts to the two groups when it has been confirmed that the grant is being spent on what has been said in the grant application form.

**151/18.        PLANNING**

There were no planning applications received at the time of this meeting.

**152/18.                    FINANCE**

The Council noted the following income:

Date	Payable by whom	Particulars of receipt	Total to Bank
01/11/2018	Sports and Social Club	Rent	£986.38
02/11/2018	Coniston Community Centre	Ground Rent	£1.00
	Day Centre	Ground Rent	£1.00
	Residents	Photocopying	£8.40
05/11/2018	WPS Insurance	Pretoria Road Insurance Claim	£497.50
06/11/2018	Bristol BMX Club	Rent	£30.00
23/11/2018	Mrs [REDACTED]	Casson Hire	£80.00
27/11/2018	Pretoria Road Allotments	Rent	£1350.50
28/11/2018	South Gloucestershire Council	MAF Funding	£6000
28/11/2018	Little Beansprouts	Casson Hire	£20
28/11/2018	Olive Tree House	Xmas Light Sponsorship	£466.00
30/11/2018	Natwest	Interest	88.24
			Total for November 2018 £10,309.59

The Council noted the following Direct Debits:

<b>Inty Ltd</b>	£12.18	Software Subscription
<b>All Star Fuel</b>	£40.92	Fuel for vehicles
<b>British Gas</b>	£25.28	Monthly Charge
<b>Hitachi Finance Ltd</b>	£827.95	Mower Payment
<b>IRIS</b>	£30.77	Monthly Charge
<b>ETNERD</b>	8.39	Website Domain Yearly Charge
	<b>Total Direct Debit</b>	<b>£945.49</b>

The Council agreed the following invoices for payment:

<b>To Whom Paid</b>	<b>Particulars of Payment</b>	<b>Sub Total</b>	<b>Total Cheque</b>
To Whom Paid	Particulars of Payment	Sub Total	<b>Total Cheque</b>
AJ Mowers	Winter Service and Repair on Ransomes Mower	153.60	
	Winter Service and Repairs on Ransomes Mower	804.28	
	Winter Service and Repairs on ISEKI Tractor	475.72	<b>£1433.60</b>
ALCA	Training for Deputy	40.00	
	Training for Deputy	60.00	
	VAT Training	40.00	<b>£140.00</b>
Avoncrop	Divot Mix (20 tonnes)		<b>£991.75</b>
BANES	Pension November		<b>£4510.18</b>
Bristol City Council	Mixed Plants		<b>£81.60</b>
Patchway Building Supplies	Tarpaulin		<b>£15.99</b>
Charisma Blinds	New Blinds for Callicroft House		<b>£252.00</b>
Denmans	Light Starter Motors		<b>£22.56</b>
HMRC	PAYE November		<b>£5040.05</b>

Jack Turner	Travel Expenses for courses	13.72	
	Refreshments for meetings	10.25	<b>£23.97</b>
Prolific Business Solutions	Ink		<b>£128.51</b>
Roger Loveridge	Key Cutting		<b>£34.00</b>
Southern Brooks	Detached Youth Work Grant 3/4	5000	
SLCC	Community Development Grant 3/4	5125	<b>£10,125</b>
Tallagh Construction LTD	Structural Survey of Community Centre		<b>£860.83</b>
Thornbury Autocentre	Tracker monthly Subscription		<b>£31.20</b>
Viridor	Skip Exchanges X 2		<b>£590.01</b>

**134/18.      DATE OF NEXT MEETING**

The Council noted that the next meeting would be held on Tuesday 15<sup>th</sup> January 2019.