



**PATCHWAY TOWN COUNCIL**  
Callicroft House, Patchway, Bristol, BS34 5DQ  
[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

Wednesday 4<sup>th</sup> January 2023.

Dear Cllr Roger Loveridge, Cllr Elaine Martin, Cllr Pete Knight, Cllr Brian Hopkinson, Cllr Ken Dando, Cllr Dayley Lawrence and Cllr Eric Gordon.

You are summonsed to attend the meeting of Patchway Town Council's Parks, Open Spaces, Planning and Transport Committee on Tuesday 10<sup>th</sup> January 2023 at 8pm at Callicroft House, Patchway and the agenda is provided below.

Yours sincerely,

**Jack Turner** BA,Hons. Cert.CiLCA. PSLCC.  
Town Clerk and Responsible Finance Officer

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### AGENDA

1. To receive questions from the members of the public present.
2. To receive any apologies for absence.
3. To receive any declarations of interest and to consider any requests for dispensations for this meeting.
4. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 6<sup>th</sup> December 2022 and to note the Clerk/RFO's report for this committee meeting.
5. To carry out a progress review of Patchway Town Council's Three Year Plan, focusing on 2022/2023:
  - a) Outside Areas.
  - b) Planning in Patchway

### Matters Pertaining to Parks and Open Spaces

6. To receive an update on the Ecology Report to be carried out on The Tumps and The BMX Track.

*Patchway is Twinned with Clermont l'Herault and Gauting.*





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**Matters Pertaining to Planning and Transport.**

7. To consider any planning applications received (Click on the agenda item to view the planning application)
  - a) Any applications received after the agenda had been issued.

**Updates and Reports.**

8. To receive a quarterly update from the users of Patchway Town Council's facilities.
9. To receive an update on the planting works in association with One Planet Matters.
10. To note that the date of the next Parks, Open Space, Planning and Transport Committee meeting will be held on Tuesday 14<sup>th</sup> February 2023 at 8pm.

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## PATCHWAY TOWN COUNCIL

### Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 6<sup>th</sup> December 2022 at 20:00 at Callicroft House, Patchway.

**Councillors:** Cllr R Loveridge (in the chair), P Knight, D Lawrence, K Dando.

**In attendance:** J Turner (Town Clerk and RFO), J Watkins (Deputy Town Clerk), Alex Dommett (Patchway Conservation Group), Andy England (Patchway Town FC) and Kevin Thomas (One Planet Matters).

**Absent:** None

**Members of the Public:** One

As the time was 20:00, the Chair, Cllr R Loveridge called the meeting to order and informed all participants that the meeting would be recorded in line with The Openness of Local Government Regulations 2014 (SI2014/2095) and Patchway Town Council' protocol on the filming and recording of Town Council, Committee and Sub- Committee meetings.

#### **06/12/2022 – No 1 To receive the proposal from One Planet Matters regarding their proposal to create community growing space in Patchway**

The Chairman introduced Kevin Thomas from One Planet Matters to present the proposal on creating community growing spaces in Patchway.

Kevin presented two proposals for a community orchard and a community garden. Following previous site visits to the BMX Park and The Tumps, he proposed the area towards the back of The Tumps as preferred option for a significant orchard. An orchard would improve biodiversity and support the Town Council Local Nature Action Plan. One Planet Matters fund the planting of the trees. A conversation would be required for ongoing maintenance though a cutting plan would be included to reduce potential cost.

Kevin proposed a more detailed consultation with the public to involve the community including local schools. Next steps would be to work with Alex Dommett to work up a plan and present it back to Council. Responding to a question from Chair, Kevin stated that fencing around the trees would cost extra and they do not usually do this for projects.

The community garden proposal for an area of Pretoria Road Allotments includes poly tunnels for the community and allotment users to utilise for growing produce. Through the Growing Communities Network, surplus food could be distributed to local foodbanks.

The annual Bonfire could be rotated around the site creating potash to use in the garden and allotments. Proposed working with Foundation for Active Engagement (FACE) and Southern Brooks to involve young people in the garden, with positive responses from both.

Discussion included the incorrect current siting of the boundary fence, and the potential of a South Gloucestershire social housing scheme on part of the existing allotment area proposed for the garden. Kevin outlined previous working with Sovereign Housing Association to include community garden in social housing schemes.

Discussion also included that the land is leased to Pretoria Road Allotments Society whose members have right of access to the whole site and who would need to be included in the discussions.

**RESOLVED:** It was agreed the Town Clerk would arrange a meeting between One Planet Matters and representatives from the management committee of Pretoria Road allotments association in 2023.

**06/12/2022 – No 2 To receive any questions from members of the public present.**

One resident asked about the potential for polytunnels at Blakeney Road Allotments. And the Clerk responded stating that there was not sufficient room at this site.

**06/11/2022 - No 3 To receive any apologies for absence.**

The committee noted apologies from Cllrs E Gordon, B Hopkinson and E Martin.

**06/12/2022 - No 4 To receive any declarations of interest and to consider any requests for dispensations for this meeting.**

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.

**06/12/2022 - No 5 To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 8<sup>th</sup> November 2022 and to note the Clerk/RFO's report for this committee meeting.**

**RESOLVED:** It was unanimously agreed to approve the minutes of the meeting and the report was noted.

**06/12/2022 - No 6 To carry out a progress review of Patchway Town Council's Three-Year Plan, focusing on 2022/2023.**

- a) Outside Areas
- b) Planning in Patchway

**RESOLVED:** It was unanimously agreed to note the progress being made as below.

	Outside Areas	Planning in Patchway
Timescale for Implementation	Parks and Planning	Parks and Planning
2022/2023		
	Tree Planting	Bus Shelters
	Wildflower Meadows	Christmas Lights
	Tree Pruning in Patchway	Road Surfacing
	Open Area Signage	Benches for Charlton Hayes
	Tree Survey for all areas	
	Tree giveaway project.	
	Local Nature Action Plan	

#### Matters Pertaining to Parks and Open Spaces

**06/12/2022 - No 7 To consider the quotations for an Ecology report to be carried out on The Tumps and BMX Track.**

**RESOLVED:** It was unanimously agreed to accept Rupert Higgin's quotation and action in 2023.

**06/12/2022 – No 8 To consider the use of the S106 funding to create an older person's court area**

The committee noted the costs of installing a gym area at £25,000-£30,000 and quoted cost of a bowling green (£142,661 plus VAT). The Council has 6 months to utilise the £10,000 funding before it is returned to South Gloucestershire Council.

**RESOLVED:** It was unanimously agreed to defer this item until the end of the Council year

## Matters Pertaining to Planning and Transport

06/12/2022 - No 9 To consider any planning applications received:

- a) P22/06440/F - Erection of two storey building to form 4no. residential units, 2 units for maximum of 10 people and 2 units for a maximum of 12 people as a large house in multiple occupation (HMO) (Use Class C4) with new access and parking | 2 Coniston Road Patchway South Gloucestershire BS34 5PA  
RESOLVED: It was unanimously agreed to raise objections to the above application due to issues around site massing, car parking, access to neighbouring businesses, trading concerns and tree preservation.
- b) P22/06482/F - Erection of a single storey rear extension to form additional clinical rooms (Class E). | Coniston Medical Practice The Parade Coniston Road Patchway South Gloucestershire BS34 5TF  
RESOLVED: It was unanimously agreed to raise no objections to the above application.
- c) P22/06500/ADV - Display of 1no.illuminated fascia sign and 1no. non-illuminated totem sign. | 720 Waterside Drive Aztec West Almondsbury South Gloucestershire BS32 4UD.  
RESOLVED: It was unanimously agreed to raise no objections to the above application.
- d) P22/06441/LB - Part demolition of existing building and erection of extensions to form a multi-use community hub to include cafe, gym, hall, public library, activity rooms, youth space and ancillary uses. | Hangar 16U At The Former Filton Airfield South Gloucestershire BS34 5BZ  
RESOLVED: It was unanimously agreed to raise no objections to the above application.
- e) P22/06442/F - Part demolition of existing building and erection of extensions to facilitate change of use of Hangar 16U to a multi-use community hub to include cafe (Use Class E(b)), gym, hall, public library, activity rooms, youth space (Use Classes F1 and F2) and ancillary uses. Construction of access, car p... | Hangar 16U At The Former Filton Airfield South Gloucestershire BS34 5BZ.  
RESOLVED: It was unanimously agreed to raise no objections to the above application.
- f) P22/06408/F - Demolition of 2 no. existing buildings. Erection of industrial/warehousing building (Use Class E(g)(iii), B2, B8) with ancillary office floorspace; creation of new vehicular access; associated parking and landscaping. | Land At Unit 1190 Park Avenue Aztec West Almondsbury South Gloucestershire BS32 4FPAny applications received after the agenda had been issued.  
RESOLVED: It was unanimously agreed to raise no objections to the above application.
- g) P22/06713/PND - Prior notification of the intention to demolish 2 no. office buildings. | Cascade 1 Unit 1190 Park Avenue Aztec West Almondsbury South Gloucestershire BS32 4FP.  
RESOLVED: It was unanimously agreed to raise no objections to the above application.
- h) Any applications received after the agenda had been issued.  
None received.

06/12/2022 - No 10 To consider the response from Patchway Town Council regarding South Gloucestershire Council consultation on the Charlton Boulevard Bus Gate

RESOLVED: It was unanimously agreed to raise an objection to the proposed Bus Gate proposal

## Updates and Reports

### **06/12/2022 - No 11 To receive an update on The Norman Scott Park Redevelopment project**

The Clerk provided an update including opening of the Pavilion on 2 December, the new café opened and a user groups introduction to the facilities. Responding to a question on user access, the Clerk outlined that a responsible person from each user group would be responsible and liable for key and facility use through a Key Agreement to be shared across users in early 2023.

### **06/12/2022 - No 12 To note that the date of the next Parks, Open Spaces, Planning and Transport Committee will be held on Tuesday 10<sup>th</sup> January 2023 at 8pm.**

Noted.

The meeting was closed by the Chairman at 20:55



Key  
Pending  
Implemented  
Fully Complete

This document will be an appendix to the 3 year strategic plan document and should be read with that document and informed by the budget document.

This table will show the anticipated implementation dates of the plan and provides the residents with all the information in one table.

Timescale for Implementation	Priority Projects Responsible Committee	Outside Areas Parks and Planning	Planning in Patchway Parks and Planning	Community Engagement Full Council	Finance, Democracy and Governance Finance Committee	Human Resource and Management Personnel Committee
<b>2021/2022</b>	Redevelopment of Patchway Community Centre Scott Park Pavilion Project	Maintenance of Sports Equipment Upgrade and install exercise equipment Compound Container Charlton Hayes The Parade Rodway Road Tree Survey Play Area Strategy The Town's Planters <b>Allotment Container</b> Tree giveaway project. Local Nature Action Plan Wildflower Meadows	Challenging SGC on pavement parking. Road Surfacing	Monthly Newsletter Patchway Festival Social Media Live Streaming Meetings Community Events Flyers and Leaflets.	Local Council Award Scheme Review of all Governance Documents	Review of Health and Safety <b>Continuing Professional Development</b> Development of Policies Staff Capacity
<b>2022/2023</b>	Redevelopment of Patchway Community Centre Scott Park Pavilion Project	Tree Planting Wildflower Meadows Tree Pruning in Patchway Open Area Signage Tree Survey for all areas Tree Giveaway project. Local Nature Action Plan	Bus Shelters Christmas Lights Road Surfacing Benches for Charlton Hayes	Monthly Newsletter Patchway Festival Social Media Live Streaming Meetings Community Events Flyers and Leaflets. Housing.	Local Council Award Scheme Review of all Governance Documents	Review of Health and Safety Continuing Professional Development Development of Policies Staff Capacity
<b>2023/2024</b>	Priority Projects Responsible Committee	Outside Areas Parks and Planning Scott Park Access Gates Scott Park Lighting Tree give away project. Local Nature Action Plan	Planning in Patchway Parks and Planning Road Surfacing Revamping The Parade	Community Engagement Full Council Monthly Newsletter Patchway Festival Social Media Live Streaming Meetings Community Events Flyers and Leaflets.	Finance, Democracy and Governance Finance Committee Review of all Governance Documents	Human Resource and Management Personnel Committee Review of Health and Safety Continuing Professional Development Development of Policies Staff Capacity