

PATCHWAY TOWN COUNCIL

Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 8th April 2025 at 20:00 at The Lewis Gray Boardroom, Callicroft House, Patchway.

Councillors: Cllr Natalie Field (chair), Cllr Jenny James, Cllr Dayley Lawrence, Cllr Keith Walker

In attendance: Jon Watkins (Deputy Clerk and RFO), Doug Blackwell (Pretoria Road Allotment Society), Julia French (Bristol Jets BMX Club)

Absent: None.

Members of the Public: None.

As the time was 20:00, the Chair, Cllr Natalie Field 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.

08/04/2025 – No 1. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.
None received.

08/04/2025 – No 2. To receive any apologies for absence.

The committee noted apologies from Cllr Angela Morey (family commitment), Paul Thompson (Patchway Cricket Club), Will Todd and Sheila Dickinson (Blakeney Road Allotments) and Andy England (Patchway Town FC).

08/04/2025 - No 3. 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.

None received.

14/01/2025 – No 4. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 14th January 2025 and to note there is no Clerk/RFO report for this meeting.

RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record.

Matters Pertaining to Planning and Transport

08/04/2025 - No 5. To consider the following planning application received:

- a) None received.
 - i. P25/00797/HH |Erection of a two storey and single storey rear extension to form additional living accommodation. Installation of a hip to gable roof extension and rear dormer to facilitate loft conversion. 61 Durban Road Patchway South Gloucestershire BS34 5HG
The Committee raises no objection to this application.
 - ii. P25/00742/O | Erection of 4no. industrial/warehousing buildings (Classes E(g)(iii), B2, B8) with ancillary office floorspace; creation of new vehicular access; parking and landscaping and other associated works (outline) with access to be determined, all other matters reserved. Land At Hempton Court Aztec West Almondsbury South Gloucestershire
The Committee raises no objection to this application.

Updates and Reports

08/04/2025 - No 8. To receive a Quarterly Update from users of Patchway Town Council sports facilities, allotment societies and Patchway and Charlton Hayes Wildlife Group (verbal updates limited to 5 minutes or written reports in advance).

The Committee noted a report from **Blakeney Road Allotment Society:**

I am pleased to report that Blakeney Road Allotments is at full occupancy, which hasn't been the case for several years. We also have persons on the waiting list.

This was established as the number one priority when I took over as Chairman and with the help from the current Treasurer, Secretary and Committee members it has been achieved well before target. This has enabled us to monitor activity on plots and as of 5th April, 6 letters have been sent to plot holders who have not done sufficient work on their plots, reminding them this is a condition of their tenancy.

We have organised several Saturday Clear Up mornings (with coffee and cake!) which have tidied communal areas including the area by the composting area in the North West corner of the site. The next phase is to build a container wall from pallets which will ensure a tidier and more efficient use of the space. Arrangements have been made for a team of volunteers from MOD to build the structure.

Future projects may be to redecorate and modernise the cabin in conjunction with Men In Sheds. We have held regular committee meetings and intend to do so on a monthly basis.

The committee received an update from **Pretoria Road Allotment Society:**

Allotment site almost at full capacity for plot holders. Lots of interest with the spring and nice weather. Fruit trees on plots have been trimmed over winter (stone fruits in late summer after fruiting) to bring into alignment with guidelines. Trimmed wood is being used for dead hedging around site and on plots for bean poles etc.

Many thanks to the Council Estates team for cutting the grass. Dry weather has meant the ground is solid which is very different to this time last year, we've put up multiple new rain collection stations which will help with long term goals in reducing our mains water consumption.

We have a meeting with the Clerks next week to go over a few things, including repairs to the council owned storage unit and an update on the near availability of our no dig beds. No dig beds - as part of the pollinator project, have been completed and should be ready to be advertised in the near future. We have started renting out benches to plot holders in the polytunnel to allow folks to get a headstart on seedlings. This will be going into a separate pot to allow for repairs and maintenance of the polytunnel coverings.

Also big notice - this coming weekend is our annual easter egg hunt. There will be a bonnet parade, easter eggs, cake and bacon rolls. I believe you should have received a poster already.

Grants: We've been very lucky to have been awarded a few grants for the site:

S106 Grants from South Gloucestershire Council - there are two recent grants that will help transform the council owned building into a learning space. The first part of the grant has meant better insulating of the roof. We will be looking next at updating the seating, and electrics as we go through the year. Many thanks to the Clerks for their hard work in helping us with the bid.

A grant awarded last year by Southern Brooks meant we could buy a gazebo which will provide a sheltered space for both outdoor learning and socialising even in wet weather. We have laid the

foundations for that in the past fortnight. Some further money was available from them which we will use for ongoing wellbeing activities throughout the next year.

Asda grant- we have been awarded a £3,000 grant from Asda community fund. Our bid was based on providing an all weather, accessible path which will link up the new features of the allotment after the pollinator grant changes on site.

All in all, we're really pleased with what's going on at the allotment and our members are looking forward to the start of the growing year.

The committee received an update from **Bristol Jets BMX Club**:

The Club has had a good start to the season after a successful 2024. The Club has started £7000 up following successful fundraising activity. The Club has purchased a fleet of new bikes that have been branded. The track is in a good condition. The Club have invested in 50 x transponders for the bikes. The Club has received a £500 grant from Access Sport for new helmets and gloves; and got into partnership with Crucial Bikeshop on helmets.

The Club have beginner sessions running on Mondays & Tuesdays, and have been held as a model club with 4 track nights, and beginner to World Championship level riders.

Stil some issues with electric bikes and remote controlled vehicles 'ragging' the track though the increased track nights has reduced this. Sponsorship from Future Networks of £1k received for the Summer Series.

Regional sessions have started including at Patchway on 20th July. A number of riders are at the national championships in Manchester; and 5 riders are heading to the world championships in Denmark.

The club would like to tarmac the area in front of the pens to create a level area for sprint training. The Deputy Clerk advised the club should contact the Clerk with a formal request.

Councillors thanked the Club for the hugely positive update and progress the club is making.

The Committee noted a written update from **Patchway Cricket Club**:

Patchway CC are gearing up for the coming season.

Players are taking advantage of the fine weather to utilise the external nets

We are grateful for the Councils assistance in getting water to the square, in the current dry period.

We are running U15, U13 and U11 teams this year, but unfortunately have had to drop All Stars and Dynamos owing to a lack of Administrators

08/04/2025 - No 7. To receive an update on the Pollinator Fund grant application.

The committee noted the report from **Pretoria Road Allotment Society**:

The funding has been utilised (£31,250) and the final details and receipts have gone to WECA [*Note – the Council has received the full grant from WECA*].

We have made some modifications to the pond and it appears to be holding water now. We have installed a hardstanding area, all the benches and picnic tables have been made up for a lovely communal space.

Over 700 bulbs, whips and trees have been planted

- orchards are in with heritage fruit varieties

- mature native trees have now almost all been planted. A massive thank you to the volunteers who have spent a HUGE amount of time and energy *daily* to prepare, plan and plant all of these trees. The effort has been herculean getting these planted before the spring.

Wildflower area is being scarrified and ready to sow the wildflower meadow. Amongst items to discuss with the Clerks is to now set a date for an official opening and celebration of the work.

08/04/2025 - No 8. To receive the Patchway Town Council's Ground Staff Report for the period from January to March 2025.

The Committee noted the report from the Ground Staff detailing what work they have carried out in the last quarter across all of Patchway Town Council's land and facilities. The report is below:

Estates team update: Parks and open spaces 2024– 2025 Q4

Play Areas

Play area repairs are ongoing, Gorse Covert play area holes repaired by estates team, more work required to install new footpath. Handles and footpegs replaced on play rockers, zip line adjusted. Zip line requires new brakes due to wear and tear. Some issues will require financial planning for next 3-5 years.

Norman Scott Park

Norman Scott Park play area has had a new swing seat installed for disabled use, matting is to be installed around the new play area equipment before summer holidays. Fence removed and replaced at rear of former club building however there is a gap allowing cars to enter field which will require solving in the future. Tree work planned for September 2025.

Running track/Events

Patchway 10k/half marathon event on Sunday 6th April, looking forward to another successful event with over 500 runners.

Football and cricket

Football pitch repairs have started on top pitch, plans are in place for main pitch as there is a hump on goal line, plan is to move goal line by 8m to allow standard pitch length of 100m and allow more users as currently too big for standard women or youth team matches.

Cricket season is fast approaching with work already underway to allow a smooth start to the season.

Allotments

On going project at Pretoria Road Allotments – WECA Pollinator Project.

Plan for 2025 is fortnightly cuts of grass or when weather permits.

Areas within Patchway

An increase of bins being used by households has meant an increase in collection. Some bins have been removed for safety reasons as they are too heavy due to types of materials being deposited.

A location map is in progress with a view to replan how many bins and locations we need across the town.

Grass cutting now in progress across the town.

Open spaces around Patchway

All of Patchway's open spaces have been kept clean and tidy with wildlife, all ponds and footpaths have been well kept and are used daily by residents.

Machinery

Currently hr300 front deck mower has issues and awaiting its return, all other machines have been serviced and are checked before use.

Trees and saplings

Planning of tree trimming is to be looked at during summer.

Live Labs Project

See latest update from South Gloucestershire Council and on Patchway Town Council website.

Councillors commended the Estates team on the sterling work they do to keep Patchway's open spaces and play areas in excellent and safe condition, making the open spaces great places for residents and visitors to visit.

08/04/2025 - No 9. To that the date of the next Parks, Open Spaces, Planning and Transport Committee meeting will be determined at the Annual Meeting of Patchway Town Council.

The Committee noted the next meeting of the Parks, Open Spaces, Planning and Transport Committee will be determined at the Annual Meeting of Patchway Town Council.

The meeting was closed by the Chair at 20.39

DRAFT