

PATCHWAY TOWN COUNCIL

Minutes of the meeting of Patchway Town Council held on the 21st of December 2021 at 19:00 at Callicroft House, Patchway.

Councillors: J Butler (Chairman), R Loveridge, B Hopkinson, S Scott, P Knight, K Dando and D Lawrence (19:04).

In attendance: J Turner (Town Clerk and RFO).

Absent: Cllr E Gordon.

Members of the Public: None.

As the time was 19:00, the Chair, Cllr J Butler 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.

21/12/2021 - No 1 To receive questions from members of the public present.

None received.

21/12/2021 - No 2 To receive any apologies for absence.

The Council noted apologies from the following Councillors who did not attend due to the high local case rates of COVID-19: Cllrs J Buddharaju, I Walker, R Walker, E Martin and P Cottrell. The Council also noted apologies from Cllrs S Shambhu (Family Emergency) and T Scott (Prior Engagement).

21/12/2021 - No 3 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.

Cllr S Scott declared his interest in item 8C.

21/12/2021 - No 4 To consider and approve any dispensations for this meeting.

None received.

21/12/2021 - No 5 To approve the minutes of the Patchway Town Council meeting held on Tuesday 16th November 2021 and to note any issues.

a) To receive the Clerk/RFO's report for this committee meeting.

RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record. The action report was noted. The Clerk reminded Cllr B Hopkinson to submit his Councillor profile.

21/12/2021 - No 6 To consider the following planning applications:

- a) P21/06921/CLE - The retention of and the continued use of the garage ancillary to the main dwelling. - 31 Cavendish Road Patchway South Gloucestershire BS34 5HL.
- b) P21/07771/F - Erection of single garage. - 54 Cavendish Road Patchway South Gloucestershire BS34 5HJ.
- c) P21/07794/CLP - Installation of 1 no. rear dormer and loft conversion – 141 Worthing Road Patchway South Gloucestershire BS34 5HU.
- d) P21/07949/F - Erection of 1 no. external plant compound, installation of 2 no air conditioning condenser units, louvres and erection of extension to existing bin store – 720n Waterside Drive Aztec West Almondsbury South Gloucestershire BS32 4UD.



RESOLVED: It was unanimously agreed to raise no objections to any of the planning applications.

21/12/2021 - No 7 To consider Patchway Town Council's response to the Community Governance Review, in particular, the Charlton Hayes - Parish Council Consultation.

The Chairman allowed all members to speak on this item. Concerns were raised over the actual consultation documents not containing enough information for residents to make a good judgement on. The Clerk advised that if the consultation got to stage two, further details around how the Council would look and possible budget would be released. It was noted that Patchway Town Council has carried out a lot of work to integrate the new and existing communities of Patchway together through major projects and investment into infrastructure. It was noted that over £3 million will be invested into creating facilities that are large enough to cope with the demands that the development has had on the Town. Councillors felt that Patchway Town Council had made substantial progress and were now getting things done for their residents. The Council noted that the communication with residents was now improving through social media as well as the noticeboards.

RESOLVED: It was agreed by a majority, with one against, that Patchway Town Council do not agree that there should be a new Parish Council for Charlton Issues and that Patchway Town Council will continue to integrate the communities with the support of the whole Council. The Clerk would draft a consultation response and send it to the Chairman and Vice-Chairman for approval prior to submitting the document.

21/12/2021 - No 8 To consider the below proposals, with respect to the Norman Scott Park Pavilion Redevelopment Project:

a) To agree the budget for the project.

RESOLVED: It was unanimously agreed to finance the project as below:

| Expenditure | Amount | Income | Amount |
|--|-----------------------|---|-----------------------|
| Professional Fees | | S106 Monies | £ 400,000.00 |
| Planning Consultant | £ 840.00 | PWLB Loan | £ 425,000.00 |
| Architect | £ 6,250.00 | Sport England Grant | £ 50,000.00 |
| Structural Engineer | £ 26,250.00 | NSP Pavilion EMR | £ 300,000.00 |
| Building Services | £ 12,375.00 | Major Projects Budget (2022/2023) | £ 50,000.00 |
| Civil Eng and Drainage | £ 2,000.00 | | |
| QS and Contract Admin | £ 27,310.00 | | |
| Principle Designer | £ 2,250.00 | Total Project Income | £ 1,225,000.00 |
| Existing Drainage Survey | £ 350.00 | | |
| Building Control | £ 3,000.00 | | |
| SAP Calculations | £ 2,500.00 | | |
| Misc Fees | £ 3,000.00 | | |
| Contingency (5%) | £ 2,622.00 | | |
| Allowance for Utility Fees | £ 10,000.00 | | |
| Total Professional Fees Expenditure | £ 98,747.00 | | |
| Build Expenditure | | | |
| Tender Price (Melhuish) | £ 1,179,061.14 | | |
| | | | |
| Total Tendered Construction Cost | £ 1,179,061.14 | | |
| | | | |
| Estimated Project Costs | £ 1,277,808.14 | Project Income / Project Expenditure | £ 14,328.86 |
| | | | |
| Minus 21/22 Paid YTD (16/12/2021) | £ 67,137.00 | | |
| | | | |
| Ammended Estimated Project Costs | £ 1,210,671.14 | Balance | £ 14,328.86 |

b) To review the tender report for the project.

The Council noted the report from the Project Manager. A competitive tender process had been completed.

c) To award the contract for the Norman Scott Park Pavilion Redevelopment Project.



Cllr S Scott declared his interest in this item and left the meeting (19:53).

RESOLVED: It was unanimously agreed to award the contract to Melhuish and Saunders for the cost of £1,179,061.14.

21/12/2021 - No 9 To note that the next meeting will be held on Tuesday 18th January 2022 at 7pm.
Noted.

The meeting was closed at 19:55.

A handwritten signature in cursive script, appearing to read 'A. Buller', followed by a horizontal line.