



PATCHWAY TOWN COUNCIL
Callicroft House, Patchway, Bristol, BS34 5DQ
www.patchwaytowncouncil.gov.uk

Wednesday 30th November 2022

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 6th December 2022 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

AGENDA

1. To receive the proposal from One Planet Matters regarding their proposal to create community growing space in Patchway
2. To receive questions from the members of the public present.
3. To receive any apologies for absence.
4. To receive any declarations of interest and to consider any requests for dispensations for this meeting.
5. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 8th November 2022 and to note the Clerk/RFO's report for this committee meeting.
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

Matters Pertaining to Parks and Open Spaces

7. To consider the quotations for an 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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8. To consider the use of the Section 106 funding to create an older person's court area.

Matters Pertaining to Planning and Transport.

9. To consider any planning applications received (Click on the agenda item to view the planning application)
- 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](#)
 - 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](#)
 - 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](#)
 - 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](#)
 - 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](#)
 - 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 4FP](#)Any applications received after the agenda had been issued.
 - 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](#)
 - h) Any applications received after the agenda had been issued.
10. [To consider the response from Patchway Town Council regarding South Gloucestershire Council consultation on the Charlton Boulevard Bus Gate](#)

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Updates and Reports.

11. To receive an update on The Norman Scott Park Pavilion Redevelopment project.
12. To note that the date of the next Parks, Open Space, Planning and Transport Committee meeting will be held on Tuesday 10th January 2023 at 8pm.

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Review of site

There is certainly a lot of scope to develop this area to create a wonderful community asset that will bring people into the area and also provide a space that OPM can also share with Southern Brooks and Face who are both active in Patchway.

The vision

This space could become a hub in much the same way as grow wilder has developed in Bristol - This hub could also serve the wider community of South Gloucestershire but will primarily be focused initially on the residents of Patchway

There is enough space to site the following:

1. 2 - 4 Polytunnels 2 initially
2. Growing area with seating area and area for children
3. Tree Nursery
4. Pond
5. Meeting area (coffee - chat - etc)

This is an overview of the vision and it is something that can be worked towards - So how will the residents of Patchway benefit?



- Community groups and organisations will have access to community growing
- The area will be open for use by Southern Brooks and Face who are active with social provision in the area
- It will provide a space that is beneficial to health and mental wellbeing for the users
- The tree Nursery will create an income stream which once established will support the locations development
- It will be an area where events can take place for local school children
- If developed correctly it can become a local focal point to visit - selling plants (income) to local people at discounted costs
- An area that is mainly unused will become productive **We are aware the local people are used to having a firework display, ideally the location could be moved but if that is not the case then with careful planning, we can still achieve the above, but we will have to plan carefully. We do think that potential community benefits might outweigh the bonfire site which is used just once a year but do appreciate that this is a potential problem.**
- The cost-of-living crisis which is set to continue will mean more local people will need access to fresh healthy local food. This also has a positive environmental footprint aspect

Orchard Locations

1 BMX park



2. – The Tumps



Comments

1. There is a good area for a community orchard - I noticed that the ground was very damp and the planting of trees would absorb excess water - Negatives



Does not have natural foot fall so community might not be that aware. Positives - area large enough to create a brilliant community resource where future events could be held and that will provide local food banks and community kitchens with fresh fruit.

2. Planting would work by planting rows of Trees creating walkway of blossom, there is enough room to allow for moving but OPM would also (with community members develop wildflower areas within the footprint of the orchard and provide Parish Council with Moving plan) - this aspect applies to 1 above as well.

The orchard can be planted in January/February of 2023

Some considerations - We could we your approval plonk a couple of polytunnels in Pretoria Allotment location and that would be beneficial, but we believe it is better to create something that is mean that will have longevity but more importantly will provide an area that becomes a really beneficial local asset.

PATCHWAY TOWN COUNCIL

Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 8th November 2022 at 20:00 at Callicroft House, Patchway.

Councillors:	Cllr R Loveridge (in the chair), P Knight, D Lawrence, E Martin and K Dando.
In attendance:	J Turner (Town Clerk and RFO), J Watkins (Deputy Town Clerk), Alex Dommett (Patchway Conservation Group), Derek and Claire (Pretoria Road Allotment Society).
Absent:	Cllr B Hopkinson.
Members of the Public:	Three.

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.

08/11/2022 – No 1 To receive the annual rents from Blakeney Road Allotment Society and Pretoria Road Allotment Society.

The Chairman representatives from Pretoria Road Allotment Society. The committee noted that representatives from Blakeney Road Allotment Society were unable to attend.

The committee were introduced to Claire, who is the new Chair of the Allotment Society. Claire spoke about projects that have been going on at the allotments and passed on the societies thanks to the Council for their approved grant for the roof work. The committee that there were four half plots available.

The representatives presented a cheque of £1690.25 to the Council. The Council noted that a cheque for £705 had been received from Blakeney Road Allotment Society. The Chairman thanked them for attending and welcomed them to stay for the meeting.

08/11/2022 – No 2 To receive any questions from members of the public present.

Two residents raised concerns over the consultation of the revocation of the byelaw on Norman Scott Park to allow dogs into the park. The concerns ranged from the fact that the park was already busy, and footfall did not need to be increased to the risks that this posed to the user groups. The Clerk informed the residents that the Council next week will receive a full report on the public consultation and then need to decide where to go on the back of that consultation.

A resident had sent a letter into the Town Clerk to request a bowls green in Scott Park for the older generation to play outdoor bowls. The Clerk would look into this request to see if it was feasible.

08/11/2022 - No 3 To receive any apologies for absence.

The committee noted apologies from Cllr E Gordon and P Thompson.

08/11/2022 - 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.

08/11/2022 - No 5 To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 11th October 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. The committee noted that the play area strategy would be updated and circulated via email.

08/11/2022 - No 6 To review the rolling five-year budget plan, with specific detail to the 2023/2024 financial year:

- a) **Centre 320 – Rodway Road**
It was agreed to make no changes on this cost centre.

- b) **Centre 330 – Charlton Hayes**
It was agreed to make no changes on this cost centre.

- c) **Centre 340 – The Parade**
It was agreed to make no changes on this cost centre.

- d) **Centre 500 – Scott Park**
It was agreed to make no changes on this cost centre.

- e) **Centre 510 – Sports and Social Club**
It was agreed to make no changes on this cost centre.

- f) **Centre 600 – Allotments**
It was agreed to make no changes on this cost centre.

- g) **Centre 700 – The Tumps and BMX Track**
It was agreed to make no changes on this cost centre.

- h) **Centre 710 – Play Areas**
It was agreed to make no changes on this cost centre.

- i) **Centre 720 – Open Spaces**
It was agreed to make no changes on this cost centre.

- j) **Centre 800 – Street Furniture**
It was agreed to make no changes on this cost centre.

08/11/2022 - No 7 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

08/11/2022 - No 8 To consider the quotations for an Ecology report to be carried out on The Tumps and BMX Track.

RESOLVED: It was unanimously agreed to defer this item to gather more quotations.

08/11/2022 – No 9 To consider the findings of the annual play area inspection report.

The committee noted the findings of the report. All very high risk or high-risk items have been removed. The report was noted.

08/11/2022 – No 10 To note the tree survey carried out at The Tumps and Norman Scott Park.

The committee noted the findings of the report. There was no immediate action needed and the trees that were deceased, had now been removed.

Matters Pertaining to Planning and Transport.

08/11/2022 - No 11 To consider any planning applications received:

- a) P22/05661/F - Erection of single storey side extension to form home hairdressing salon (Class E) (retrospective). - 92 Arlingham Way Patchway South Gloucestershire BS34 5NF.
- b) P22/05223/RM - Erection of 339 no. dwelling with access, appearance, landscaping, layout, and scale to be determined. (Approval of Reserved Matters to be read in conjunction with outline permission P21/02390/RVC formerly PT14/3867/O). - Residential Phase 2 Parcel E1 East of Fairlawn Avenue Former Filton Airfield Filton South Gloucestershire.
- c) P22/06126/PNSG - Prior notification for the change of use from betting shop (Sui Generis) to 2 no. dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1985 as amended. - 102 - 104 Rodway Road Patchway South Gloucestershire BS34 5PG.

RESOLVED: It was unanimously agreed to raise no objections to the above applications.

- d) Any applications received after the agenda had been issued.
None received.

Updates and Reports.

08/11/2022 - No 12 To receive an update on The Norman Scott Park Pavilion project.

The Clerk provided an update. The committee noted that the project was due to finish in around two weeks. The electricity connection and water connection were the two main outstanding items. The fall of the patio area is incorrect and will need to be rectified by the contractor to stop water egress and pooling.

08/11/2022 - No 13 To receive an update on the consultation of the revocation of the byelaws upon Norman Scott Park.

The Clerk provided an update. The consultation closes on 10th November and has had 238 responses as of 5pm on 8th November 2022.

08/11/2022 - No 14 To note that the date of the next Parks, Open Spaces, Planning and Transport Committee will be held on Tuesday 6th December at 8pm.

Noted.

The meeting was closed by the Chairman at 20:50.



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Town Clerk and Responsible Finance Officer's Report

Actions from the meeting of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 8th November 2022.

08/11/2022 - No 5 To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 11th October 2022 and to note the Clerk/RFO's report for this committee meeting.

The Clerk circulated the Play Area Strategy by email to all of the Committee as well as staff.



Patchway Town Council
Strategic Three Year Plan
Yearly Summary

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.

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

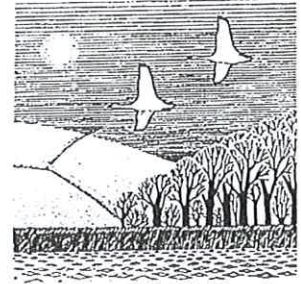
Wessex Ecological Consultancy

28 Egerton Road, Bishopston, Bristol BS7 8HL

Tel: 0117 9441034

Email: dawn or rupert@wessexeco.co.uk

Web: wessexeco.co.uk



Jack Turner B.A (Hons),
Town Clerk and Responsible Finance Officer
Patchway Town Council
Callicroft House
Rodway Road
Patchway
Bristol
BS34 5DQ

21st November 2022

Our ref: RH/2563/1

Dear Jack,

Patchway – Ecological Survey and Report

Thank you for asking about this work, which we are very interested in: all work would be carried out by the partners, who each have over thirty years' experience. We have carried out many similar studies, particularly in South Gloucestershire and Bristol. Our report would be based on an Extended Phase 1 Survey, covering vegetation types and plant species, insects, birds and protected species. Habitat types and features of particular interest would be mapped and photographed as appropriate.

The report would summarise survey methods and findings; assess the different areas in the appropriate context; identify any changes since we last surveyed the area; and make recommendations for measures to maintain and enhance the area's biodiversity value.

Our quote is as follows:

Ecologists' fees	
2 days at £380 per day	£760-00
Expenses	
Travel	£ 5-00
Total (excluding VAT)	£765-00

I hope this is satisfactory. If you have any questions please get in touch.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Rupert Higgins', with a horizontal line extending to the right.

Rupert Higgins