

PATCHWAY TOWN COUNCIL

Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 14th January 2025 at 20:00 at The Lewis Gray Boardroom, Callicroft House, Patchway.

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

In attendance: Sue Howard (Town Clerk); Jon Watkins (Deputy Clerk and RFO), Claire Nicoll (Pretoria Road Allotment Association).

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.

14/01/2025 – 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.

14/01/2025 – No 2. To receive any apologies for absence.

The committee noted apologies from Cllr Keith Walker (personal reasons), Cllr Angela Morey (training), Paul Thompson (Patchway Cricket Club), Will Todd and Sheila Dickinson (Blakeney Road Allotments), Steve Payne (Stoke Lane FC), and Andy England (Patchway Town FC)

14/01/2025 - 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 8th October 2024 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 Parks and Open Spaces

14/01/2025 - No 5. To note the Annual Play Area inspection report for 2024

The Committee noted the Annual Play Area Report for 2024. The Committee also commended the Council Groundstaff team for their dedication and expertise in ensuring the Council's play areas are safe and well-maintained throughout the year.

Matters Pertaining to Planning and Transport

14/01/2025 - No 6. To consider the following planning application received:

- a) [P24/02826/HH | Installation of rear dormer and alterations to roof of two storey side extension to facilitate loft conversion \(retrospective\)\(resubmission of P24/02187/HH\) | 92 Bradley Road Patchway South Gloucestershire BS34 5HS](#)

The Committee recommended refusal of this retrospective application due to concerns that the proposed height is very overpowering and out of place with surrounding

properties. It would appear that the adapted/amended plans still do not meet building guidelines and officer's satisfaction.

- b) Any applications received after the agenda had been issued.
[P25/00022/HH | Erection of a single storey detached outbuilding to form annexe accommodation. | 219 Gloucester Road Patchway South Gloucestershire BS34 6ND](#)
The Committee raises no objection to this application.

14/01/2025 - No 7. To receive and consider any feedback regarding the Western Gateway draft Strategic Investment Plan Consultation concerning the local transport network.

The Committee noted the consultation and the shared opportunities to attend further online consultation on the strategic progress of the Western Gateway Strategic Investment Plan.

Updates and Reports

14/01/2025 - 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).

The committee received a verbal update from Pretoria Road Allotment Society including 95% occupancy of the plots; December storms had caused minor damage though the site had been relatively unscathed; the new Council funded roof had kept the education room dry.

The committee noted a written update from Stoke Lane Athletic Football Club:

With no games over festive period and postponements both prior and post the Christmas/new year, not been a great amount of football played

The club would just add thanks to Groundstaff who have tried their best to get games on but unfortunately the weather has been the winner, also add thanks to office for their support as postponed games created extra work.

The Committee noted a written update from Patchway Town Football Club:

The season is progressing. Leading up to Christmas it was a bit of a stop/start season with a mixture of weather and no fixtures. Looks like we are full steam ahead now from now until the end of April. Hopefully, the weather will be kind to us.

On the pitch the season has not really got going for us with both of our teams near the bottom of our respective leagues. However, performances have greatly improved either side of Christmas so hopefully we can push on and move up our respective leagues.

The pitches are still reaching their excellent standards set by the Ground Staff. The main pitch especially as it was perfect last Saturday even after a few frosts overnight in the week leading up to the Saturday. Thank you, Ground Staff.

Patchway Labour Club have kindly agreed to host us for a couple of hours after our Saturday matches as Patchway Sports & Social Club has now closed. This is a big thing for the football club as the social side is a very important part of the club for current players and trying to attract new players. Thank you, Patchway Labour Club.

14/01/2025 - No 9. To receive an update on the Pollinator Fund grant application.

The committee noted the report from the Deputy Clerk & RFO, and a verbal update from Pretoria Road Allotment Society. The project is progressing well with the majority of grant spending now done, and significant infrastructure and groundworks completed.

14/01/2025 - No 10. To receive an update on the plans for the equipment for the older persons hardcourt at Norman Scott Park.

The Committee noted an update from the Town Clerk that plans are being progressed to launch the hardcourt for pickleball and short tennis from the spring.

14/01/2025 - No 10. To receive the Patchway Town Council's Ground Staff Report for the period from October to December 2024.

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:

Groundstaff update parks and open spaces 2024 – 2025 Q3

Play Areas

Annual inspection was done on Friday 4th October, with no high or medium risk items due to the amount of effort the team have put in to maintaining the high standards they set.

Issues raised with trees in Norman Scott Park Play Area are to be dealt with in 2025.

Some areas of play areas have issue with rubber safety flooring and will require work over the next 2 years, this will need to be budgeted for as cost will increase.

All timber steps replaced in October 2024.

Ongoing maintenance is always being done to maintain standards.

Norman Scott Park

Trees trimmed in club garden, increased amount of rubbish and glass.

Running track

Patchway Santa Run second running event has also been as successful as the first, with over 170 runners from all different ages completed a 5k or 10k fun run. Running track has been treated for moss with more work planned for 2025 within budget.

Football and cricket

Due to storms and extreme wet weather, matches have been affected during November and December, ongoing repairs and drainage work throughout the winter months.

An all-weather full size football pitch would increase income and promote local area.

Allotments

Ongoing Pollinator Project (WECA)

Areas within Patchway

An increase in bins being abused with household rubbish, ongoing issue due to amount of bins around Patchway.

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 is awaiting new financial year for repair.

Trees and saplings

Trees trimmed by social club, more planned for 2025 in scotts park.

Live Labs

See latest update from South Gloucestershire Council.

14/01/2025 - No 11. To note that the meeting dates of the Parks, Open Spaces, Planning and Transport Committee 2024 – 2025 will be held on:

Tuesday 8th April 2025 at 8.00pm

The Committee noted the next meeting of the Parks, Open Spaces, Planning and Transport Committee

The meeting was closed by the Chairman at 20.35