



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

Wednesday 20<sup>th</sup> April 2022

Dear Cllr Roger Loveridge, Cllr Jon Butler, Cllr Patrick Cottrell, Cllr Dayley Lawrence, Cllr Ken Dando, Cllr Elaine Martin and Cllr Brian Hopkinson.

You are summonsed to attend the meeting of Patchway Town Council's Parks, Open Spaces, Planning and Transport Committee on Wednesday 27<sup>th</sup> April 2022 at 7pm 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. Declarations of Interest.
4. To consider and approve any dispensations for this meeting.
5. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 22<sup>nd</sup> March 2022.
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 creating a 'Bee Highway' in Patchway.
8. To consider the request from Bristol BMX Club to use The Tumps for car parking for their event.

#### Matters Pertaining to Planning and Transport.

9. To consider any planning applications received (Click on the agenda item to view the planning application)

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





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- a) [P22/02016/CLP - Use of outbuilding as incidental to residential use of host dwelling. - 31 Cavendish Road Patchway South Gloucestershire BS34 5HL.](#)
- b) [P22/02030/O - Erection of 3 no. self-build dwellings \(Outline\) with all matters reserved. - Land Off Long Leaze Road Patchway South Gloucestershire BS34 5GR.](#)
- c) Any applications received after the agenda had been issued.

**Updates and Reports.**

10. To receive an update on The Norman Scott Park Pavilion Redevelopment project
11. To note that the date of the next Parks, Open Space, Planning and Transport Committee meeting will be determined at the Annual Meeting of Patchway Town Council.

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## PATCHWAY TOWN COUNCIL

### Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the 22<sup>nd</sup> of March 2022 at 19:00 at Callicroft House, Patchway.

<b>Councillors:</b>	R Loveridge (in the chair), D Lawrence, B Hopkinson, K Dando, P Cottrell (19:12).
<b>In attendance:</b>	J Turner (Town Clerk and RFO), Cllr Peter Knight, Tina Brice and John Thomas (Patchway Community Association), Paul Thompson (Patchway Cricket Club).
<b>Absent:</b>	None
<b>Members of the Public:</b>	None.

As the time was 19:00, 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.

**22/03/2022 - No 1 To receive any questions from members of the public present.**  
None received.

**22/03/2022 - No 2 To receive any apologies for absence.**  
The committee noted apologies from Cllrs J Butler (Family Emergency) and E Martin (Unwell) and A England (Working) and R Ellwood (Isolating).

**22/03/2022 - 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.

**22/03/2022 – No 4 To consider and approve any dispensations for this meeting.**  
None received.

**22/03/2022 - No 5 To approve the minutes of the extraordinary meeting of the Parks, Open Spaces, Planning and Transport committee held on 22<sup>nd</sup> February 2022.**

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

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

**22/03/2022 - No 6 To review the Terms of Reference for this committee.**

**RESOLVED:** It was unanimously agreed to recommend to Full Council that this committee meets monthly on the second Tuesday of the month at 8pm.

**22/03/2022 - No 7 To carry out a progress review of Patchway Town Council's Three Year Plan, focusing on 2021/2022.**

a) Outside Areas

b) Planning in Patchway

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

	Outside Areas	Planning in Patchway
Timescale for Implementation	Parks and Planning	Parks and Planning
2021/2022		
	Maintenance of Sports Equipment	Challenging SGC on pavement parking.
	Upgrade and install exercise equipment	Road Surfacing
	Compound Container	
	Charlton Hayes	
	The Parade	
	Rodway Road	
	Tree Survey	
	Play Area Strategy	
	The Town's Planters	
	Allotment Container	
	Tree giveaway project.	
	Local Nature Action Plan	
	Wildflower Meadows	

### Matters Pertaining to Parks and Open Spaces

**22/03/2022 - No 8 To consider the quotation from South Gloucestershire Council for the pedestrian sweeper work to be carried out in Patchway.**

**RESOLVED:** It was unanimously agreed to recommend that Full Council approves the quotation of £220.50 per visit based on a four weekly cycle.

**22/03/2022 - No 9 To consider the quotation from preferred supplier, KT Properties LTD, to extend the pathway at the rear of the BMX track.**

**RESOLVED:** It was unanimously agreed to recommend that Full Council approves the quotation of £1911.00 for this work.

**22/03/2022 - No 10 To consider the scope of works for the project to be carried out in accordance with the S106 funding from South Gloucestershire Council.**

**RESOLVED:** It was unanimously agreed to look into a hard court area which would be positioned by the 3G pitch for Pickle Ball/Badminton and that the equipment would be hired free of charge from the new Pavilion for older people to use.

**22/03/2022 - No 11 Local Nature Action Plan for Patchway Town Council.**

**a) To consider and agree locations for three trees to be planted as part of this scheme.**

**RESOLVED:** It was unanimously agreed to plant the trees on the rear field at The Tumps.

### Matters Pertaining to Planning and Transport.

**22/03/2022 - No 12 To consider any planning applications received:**

**a) P22/01472/PNH - The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.5m, for which the maximum height would be 2.9m, and for which the height of the eaves would be 2.7m. - 19 Windermere Road Patchway South Gloucestershire BS34 5PN.**

**RESOLVED:** It was unanimously agreed to raise no objection to this application.

- b) **P22/01469/F - Garage conversion and installation of enlarged rear window to facilitate change of use from residential dwelling (Class C3) to a 8 bedroom large house in multiple occupation (HMO) for up to 8 people (Sui generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). (Resubmission of P21/06247/F). - 85 Falcon Drive Patchway South Gloucestershire BS34 5RA.**  
**RESOLVED:** It was agreed by a majority with one abstention, to raise an objection on the grounds of over development and the issue of parking within that area of Patchway.
- c) **P22/01471/HH - Erection of a two storey side and rear extension to form additional living accommodation. Erection of front porch. - 90 Cavendish Road Patchway South Gloucestershire BS34 5HH.**  
**RESOLVED:** It was unanimously agreed to raise no objection to this application.
- d) **P22/01587/HH - Erection of a two storey side extension to form additional living accommodation. - 104 Coniston Road Patchway South Gloucestershire BS34 5JT.**  
**RESOLVED:** It was unanimously agreed to raise no objection to this application.
- e) **Any applications received after the agenda had been issued.**  
None received.

### Updates and Reports.

**22/03/2022 - No 13 To receive an update on The Norman Scott Park Pavilion project.**

The Clerk provided an update. The works were underway and were on time with the provided schedule.

**22/03/2022 - No 14 To receive an update on the back lane amnesty carried out in February 2022.**

The Clerk provided an update. The Ground Staff had cleared three truck loads however they could not take the multiple household appliances and residents have been given the information of South Gloucestershire Council's collection service.

**22/03/2022 - No 15 To receive an update from the user groups of Patchway Town Council's Facilities.**

The committee noted updates from Bristol BMX Club and Patchway Town FC.

**22/03/2022 - No 16 To note that the date of the next Parks, Open Spaces, Planning and Transport Committee meeting will be held on Wednesday 27<sup>th</sup> April 2022 at 7pm.**

Noted.

**The meeting was closed by the Chairman at 19:37.**



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 implementation dates of the plan document and should be read with that document and informed by 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
2021/2022	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 Allotment Container 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 Continuing Professional Development Development of Policies Staff Capacity
2022/2023	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
2023/2024	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

## Clerk

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**From:** Kevin Thomas <k.thomas@oneplanetmatters.com>  
**Sent:** 22 March 2022 23:01  
**To:** Office  
**Subject:** Bee Highway and Other environmental support



Hi

I spoke with the clerk yesterday about the Bee Highway we are planning on developing in Patchway and wanted to make contacted to explore this and other ways in which we might be able to support Patchway Council and its LNAP - BAP's

We have been in contact with SGC to explore whether we could work to create a bee highway throughout Patchway on Council land. We are currently supporting Conniston and Califord primary schools in creating growing spaces and we will be providing them with orchards in the next planting season as well as working with Southern Brooks to develop a community Hub at the Patch. We noticed that there were many green verges but very few if any flowering/pollinator friendly trees, so we approached the SGC biodiversity team and tree team who have approved the bee highway. Our focus is to now work with the community so we can engage with the community so they is local ownership of the project. We would be interested in exploring this with you and also where possible work to support any work you may be planning locally which we might be able to deliver. We are a local organisation and we can approach other stakeholders to help support projects collaboratively with the council. We would be happy to attend a zoom call so you can find out a little more about what we do and we would like to work with your lead involved in environmental issues.

We have planted many Community Orchards and work with schools and community groups setting up Growing Spaces - We also work with Parish, /town and district councils planning - designing and setting up community hubs and work on a consultancy basis in researching community and environmental assets and bid writing.

Our web site is [www.oneplanetmatters.com](http://www.oneplanetmatters.com) - if you visit our Growing Communities Network page you can click on through to a map where it will show you where we have been setting up projects.

We look forward to developing a good working relationship with you.

Kind regards

Kevin Thomas

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