

## PATCHWAY TOWN COUNCIL

### Minutes of the Meeting of Patchway Town Council held on the Tuesday 7<sup>th</sup> February 2023 at 19:00 at Callicroft House, Patchway.

- Councillors:** D Lawrence (Chairman), S Scott, R Walker, I Walker, T Scott, P Knight, R Loveridge, K Dando and J Buddharaju (19:01).
- In attendance:** J Turner (Town Clerk and RFO) and J Watkins (Deputy Town Clerk).
- Absent:** Cllrs B Hopkinson and E Gordon.
- Members of the Public:** Three.

As the time was 19:00, the Chair, Cllr D Lawrence 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's protocol on the filming and recording of Town Council, Committee and Sub- Committee meetings.

**07/02/2023 - No 1 To receive questions from members of the public present.**

A resident raised a query on the formation of Charlton Hayes Parish Council. The Clerk confirmed that from May 2023, Charlton Hayes would have their own Parish Council but until then residents can come to Patchway Town Council with their queries.

**07/02/2023 - No 2 To receive any apologies for absence.**

The Council noted apologies from Cllr J Butler (other commitments), S Shambhu (working), E Martin (illness) and P Cottrell (other commitments).

**07/02/2023 - 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.

**07/02/2023 - No 4 To approve the minutes of the meeting of Patchway Town Council held on Tuesday 18<sup>th</sup> January 2023 and to receive the Clerk/RFO's report for this meeting.**

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

**07/02/2023 - No 5 To approve the expenditure report and authorise payments.**

**RESOLVED:** It was unanimously agreed to approve the expenditure report and authorise the payments as below.



21/03/2023



**07/02/2023 – No 9 To carry out a progress review of Patchway Town Council’s Three Year plan, focusing on 2022/2023.**

**a) Community Engagement.**

The Council noted the progress as below. The Clerk will look into costs for getting the newsletter delivered to every house in Patchway.

	<b>Priority Projects</b>	<b>Community Engagement</b>
<b>Timescale for Implementation</b>	<b>Responsible Committee</b>	<b>Full Council</b>
<b>2022/2023</b>		
	Redevelopment of Patchway Community Centre	Monthly Newsletter
	Scott Park Pavilion Project	Patchway Festival
		Social Media
		Live Streaming Meetings
		Community Events
		Flyers and Leaflets.
		Housing.

**07/02/2023 - No 10 To receive any reports from South Gloucestershire Councillors, Local Organisations or Working Groups.**

**a) South Gloucestershire Councillors report on items related to Patchway.**

The Council noted a report from Cllr S Scott on the budget setting process at South Gloucestershire Council.

**b) Patchway Town Council’s 70<sup>th</sup> Anniversary Celebrations.**

No update was given.

**c) Future Council Events in Patchway.**

No update was given.

**d) Almondsbury Joint Burial Committee.**

No update was given.

**e) Patchway Twinning Association.**

The minutes were noted.

**07/02/2023 - No 11 To note that the next meeting of Patchway Town Council will be held on Tuesday 21<sup>st</sup> March 2023 at 7pm.**

Noted.

**07/02/2023 - No 12 To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations, the public and press be excluded during consideration of the following agenda items.**

**RESOLVED:** It was unanimously agreed to exclude the public and press for the below items.

**07/02/2023 - No 13 To receive an update on the lease agreement pertaining to Patchway Sports and Social Club and to agree any actions with respect to the agreement.**

Cllr K Dando declared his interest but requested a dispensation to stay in the room on this matter.



**RESOLVED:** It was agreed by a majority, with one abstention, to grant Cllr K Dando a dispensation on this matter.

The Council noted an update from the Clerk with regards to the lease agreement and S146 notice.

**RESOLVED:** It was agreed by a majority, with two abstentions, to carry out the following actions:

- 1) To delegate authority to the Clerk to authorise a fire risk assessment.
- 2) To wait until the AGM to communicate with the new committee regarding the S146 notice.
- 3) To delegate authority to the Clerk, to enforce the S146 notice if an AGM doesn't take place.
- 4) To delegate authority to the Clerk, to enforce the S146 notice if that is the recommendation of the Fire Risk assessor.
- 5) To inform the Sports and Social Club of the Council's position.
- 6) To enforce the S146 notice at the meeting of Patchway Town Council in March, if the issues in the notice have not been rectified and invite the committee to this meeting with their recovery plan for the Sports and Social Club.

**The meeting was closed at 20:06.**



**21/03/2023**