

PATCHWAY TOWN COUNCIL

Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 9th July 2024 at 20:00 at The Lewis Gray Boardroom, Callicroft House, Patchway.

Councillors: Cllr Jenny James, Cllr Denise Lansdown, Cllr Dayley Lawrence (Chair) and Cllr Keith Walker and Cllr Natalie Field (20:14).

In attendance: J Turner (Locum Clerk), J Watkins (Deputy Town Clerk and RFO), Julie French (Bristol BMX Club), Claire Nicoll, Chris Nicoll and Robert Martinique (Pretoria Road Allotment Association).

Absent: Cllr Patrick Cottrell.

Members of the Public: None.

As the time was 20:00, the interim Chair, Cllr Dayley 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' protocol on the filming and recording of Town Council, Committee and Sub-Committee meetings.

09/07/2024 – No 1. To elect a Chairman to this Committee for the ensuing year.

Cllr Natalie Field was proposed and this was seconded. No other nominations were received.

RESOLVED: It was unanimously agreed to elect Cllr Natalie Field as the Chairman to this committee.

09/07/2024 – No 2. To elect a Vice Chairman to this Committee for the ensuing year.

Cllr Dayley Lawrence was proposed and this was seconded. No other nominations were received.

RESOLVED: It was unanimously agreed to elect Cllr Dayley Lawrence as Vice-Chairman to this committee.

09/07/2024 – No 3. 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.

09/07/2024 – No 4. To receive any apologies for absence.

The committee noted apologies from P Thompson (Patchway Cricket Club), S Payne (Stoke Lone AFC), A England (Patchway Town FC), A England (Patchway Town FC) and A Dommett (Patchway and Charlton Hayes Wildlife Group).

09/07/2024 - No 5. 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.

09/07/2024 - No 6. To note the Terms of Reference for this Committee.

The Terms of reference were noted which were adopted in May 2024.

09/07/2024 – No 7. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 9th April 2024 and to note there is no Clerk/RFO report for this meeting, as all actions are covered within the agenda.

RESOLVED: It was agreed by a majority with three abstentions to approve the minutes as a true and accurate record.

Matters Pertaining to Parks and Open Spaces

09/07/2024 - No 8. To consider reinstating the Patchway Greenway Walk.

The Committee noted this item is to be deferred to a future meeting, when a new Clerk is in place.

RESOLVED: It was unanimously agreed to defer this item.

09/07/2024 - No 9. To consider restoring the Living Landmark trail and signage in Patchway.

The Committee noted this item is to be deferred to a future meeting, when a new Clerk is in place.

RESOLVED: It was unanimously agreed to defer this item.

09/07/2024 - No 10. To receive an update on the 'Greening the Parade' initiative.

The Deputy Clerk spoke on the plan. Good progress has been made and ties up well with other projects. There has been a public consultation event held by Southern Brooks supported by Patchway Town Council and Bromford. The Locum Clerk will ask if the event can be held later to allow those who work or have other commitments to attend.

09/07/2024 - No 11. To receive an update on South Gloucestershire Council Environmental Enforcement relating to dogs in Norman Scott Park.

The Deputy Clerk spoke on the visit made by the Dog Warden who will be patrolling Norman Scott Park on a semi-regular basis. The Warden is also looking at the bylaw to see if a fine can be added legally for any people who have exercise their dog within Norman Scott Park.

Cllr D Lansdown asked if the Warden could attend on a weekend as the exercise of dogs on the main pitch area of Scott Park. The Locum Clerk stated that the Town Council could employ a dog warden, if there was a huge concern over the number of dogs in Norman Scott Park.

09/07/2024 - No 12. To receive an update on technical and vandalism issues affecting the Jason Franklin 3G MUGA facility at Norman Scott Park.

The Deputy Clerk spoke on issues that the Council have been facing at Norman Scott Park. There has been a lot of uncontrolled access and the gate could be accessed from the outside. The Ground Staff have installed a metal plate on the outside to ensure no access to the door can be given. The RFO is obtaining a quotation for further security fencing in addition to the existing roller barriers. Signs have been erected to state that 'Patchway Town Council accepts no liability for any unauthorised access'.

The Deputy Town Clerk also updated the committee on the fact that the Jason Franklin 3G facility is now FA registered and there has been a few enquiries from teams about holding their league matches here. This will be widely publicised on the Council's social media and noticeboards.

Matters Pertaining to Planning and Transport

09/07/2024 - No 13. To consider any planning applications received:

- a) **P24/01489/F - 124 Gloucester Road Patchway South Gloucestershire BS34 5BP - Part change of use of building from commercial (Class E) to a small house of multiple occupancy (Class C4) with 5 no. bedrooms for up to 6 no. occupants (Class C4) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).**

The committee spoke at length on this application and considered the issues around parking, emergency vehicle access and overcrowding.

RESOLVED: It was unanimously agreed to raise no objections to this planning application.

- b) **P24/01495/F - Demolition of existing garage. Erection of 1 no. detached bungalow with access parking and associated works. Land To The Rear Of 17 Redfield Road Patchway South Gloucestershire BS34 6PJ.**

RESOLVED: It was unanimously agreed to raise no objections to this planning application.

- c) **Any applications received after the agenda had been issued.**

None received. This doesn't include any applications dealt with under the planning applications procedure, to which no comments have been made on any other planning applications since the last meeting.

Updates and Reports

09/07/2024 - No 14. 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 noted an update from Bristol BMX Club. The membership of the club has increased since the last meeting. Coaching is going well and more classes are going to be put on for the young people of Patchway with some in-house coaching. The club have been maintaining the track as well as putting some branding on the entrance gate. The starting hill has been re-done and a working party helped to ensure it is safer and kept in order. The regional race weekend went well in June with coaching all day on the Saturday with 62 riders coming in. The open day on the Saturday went well. The regional races had over 200 riders across 30 categories on the Sunday and was the largest regional race so far. The national races have now ended with 5 riders from the club finishing within the top eight of a category with two placing first in their respective categories. 3 riders have attended an invite-only session. The British Championships are in August with National Championships in September. The Club are attending Patchway Festival on 20th July. Cllr D Lawrence thanked the club for allowing the Town Council to access the track for the D-Day Beacon lighting. Cllr D Lansdown asked if these achievements can be included in the Patchway newsletter with contact details for the club. The club will liaise with Jon Watkins on the award ceremony.

The committee noted an update Pretoria Road Allotment Society. The society is having a successful time at the moment with only two vacant plots. Workshops have been undertaken with society members as well as talks on wildlife, no-dig plots and pesticides. The society have invited all Councillors to their AGM and are looking forward to meeting the new Town Clerk in September. The society passed on information about the works at The Parade to their members as well as other opportunities within the Town, strengthening relationships between the society and the Town Council. Saplings are growing well and have bedded in nicely. The society are looking at electric hand tools. There will be a pumpkin patch in October, which has around 30 pumpkins. This will be instead of a Bonfire evening. The WECA Pollinator works were progressing but are running behind schedule to the adverse weather. The local contractor has been in to flatten the site where the green waste pile used to be, which has been relocated and the allotment site is starting to take shape. Polytunnel foundations are being worked on and that area is taking shape. Digging out the pond is next and hopefully will be undertaken in the next few weeks. There will be more plots available from October with some no-dig plots but there will be 6-8 plots, depending on the works.

The committee noted a written report from Patchway Cricket Club. The seniors are struggling this year, both with numbers and on the pitch. Leagues were restructured at the end of last season, with the club playing in what was probably a higher league. The main priority is the Juniors and they have had their first progression from the Junior sides to Senior cricket. This is the only way the club can remain sustainable and must be our main focus. The joint venture with the GCB in August can only help in raising their profile. We have the facilities and need to get our name out there.

The committee noted a written report from Patchway Town Football Club. The 1st team avoided relegation last season and the Reserves avoided relegation last season. PTFC U-18's finished a respectful 3rd in their league and reached a league cup semi-final, in all their 1st season. PTFC start pre-season training W/C 8th July 2024.

The committee noted a written update from Stoke Lane Football Club. The club have a new vets team and shall play home matches at Scott Park and are looking forward to having youth matches on the Jason Franklin 3G facility.

09/07/2024 - No 15. To receive the Patchway Town Council's Ground Staff Report for the period from April 2024 – June 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 – April to June 2024

Play Areas

All Medium Risk items have been resolved, play area checks are ongoing monthly, Deputy Lead Grounds Person Steve Liddiatt undertakes training in July for Operational Checks which are needed by law every 3 months, annual inspection is done out of house.

Some areas in Norman Scott Park are showing signs of age with a few items that will require being replaced over the next few years or where possible.

Issued raised with trees in Norman Scott Park play area.

Some areas of play areas have issue with rubber safety flooring and will require work over the next 2 years.

Norman Scott Park

Increase of activity of people bring dogs, however in June we have had a dog warden on site from South Gloucestershire Council with the hope that it will decrease over time.

We have had an increase in anti-social activity with the skate park being targeted with large amounts of graffiti.

Running track

Patchway had its first 10k run in April, this was very successful, we have seen an increase in usage, however our signs/posts and running signs are showing signs of age and starting to wear away from the running track, it would be grateful if this can be renewed in preparation for next years event and the winter 5k fun run.

Football and cricket

Winter repairs have taken well and are looking promising for start of football season, plans are in place for additional pitch (9v9) youth pitch, increase in use of all 3 football pitches, hoping winter this year will not be as wet however with the extra use means more care during winter.

Last winter we lost about 20% of bookings due to bad weather or water logged pitches, this is due to being unable to spike/slit to allow drainage with no working compact tractor. Investigation into new machinery to allow more games meaning a better income for council.

3G To be FA tested June 2024, this will increase usage and income as will be used during winter months, this will increase weekly duties to maintain standards.

Cricket season is now underway with no issues to report.

Under the 2011 agreement, Patchway Town Council will be painting the changing rooms in Patchway Sports and Social Club as well as installing new lighting in all changing rooms to enhance the users experience.

Allotments

On going project (WECA), light works on digger was completed in May, with more work required when possible.

Greenway Path

Awaiting council update on Greenway Path plans, current plan not in use as signs damaged or broken due to wear and tear.

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

Isek is has come to the end of his life with age not on its side (15 years old).

Plans are in place for update and renewal.

Trees and saplings

Planning has started for tree work in Norman Scott Park for September (outside of nesting season) with Norman Scott Park play area to be looked at also and the Patchway Sports and Social Club trees to be reduced by 30%.

Live Labs

Project is now under way and most of South Gloucestershire Council areas now under this scheme, this will cause some areas of Patchway looking a little long and overgrown due to this being cut less often, awaiting map of areas this will cover.

09/07/2024 - No 16. To note that the meeting dates of the Parks, Open Spaces, Planning and Transport Committee 2024 – 2025 will be held on:

Tuesday 8th October 2024 at 8.00pm

Tuesday 14th January 2025 at 8.00pm

Tuesday 8th April 2025 at 8.00pm

The meeting was closed by the Chairman at 20:56.