

## PATCHWAY TOWN COUNCIL

### Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 11<sup>th</sup> July 2023 at 20:00 at Callicroft House, Patchway.

**Councillors:** Cllr R Loveridge (Chairman), Cllr P Cottrell, Cllr N Field, Cllr J James and Cllr P Knight.

**In attendance:** J Watkins (Deputy Town Clerk and RFO), S Payne (Stoke Lane FC), Clair Nicoll, Doug Blackwell and Derek Howell (Pretoria Road Allotment Association), Alex Dommett (Patchway and Charlton Hayes Wildlife Group) and Paul Thompson (Patchway Cricket Club).

**Absent:** None

**Members of the Public:** None

As the time was 20:00, the outgoing 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.

**11/07/2023 – No 1. To elect a Chairman to this committee for the ensuing year.**

Cllr R Loveridge was proposed and this was seconded. There were no other nominations.

**RESOLVED:** It was unanimously agreed to elect Cllr R Loveridge as Chairman to this committee.

**11/07/2023 – No 2. To elect a Vice-Chairman to this committee for the ensuing year.**

Cllr P Knight was proposed and this was seconded. There were no other nominations.

**RESOLVED:** It was unanimously agreed to elect Cllr P Knight as Vice-Chairman to this committee.

**11/07/2023 – 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.

**11/07/2023 - No 4. To receive any apologies for absence.**

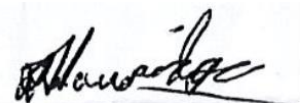
The committee noted apologies from Cllr E Martin (other commitments) and A England (Patchway Town FC – working).

**11/07/2023 - 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.

**11/07/2023 – No 6. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 14th March 2023 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.



03/10/2023

**11/07/2023 – No 7. To review the Five Year Budget Plan focusing on the 2024 – 2025 financial year:**

- a) **Centre 320 – Rodway Road.**  
No changes were made on this cost centre.
- b) **Centre 500 – Scott Park.**  
No changes were made on this cost centre.
  
- c) **Centre 510 – Sports and Social Club.**  
No changes were made on this cost centre.
  
- d) **Centre 600 – Allotments.**  
No changes were made on this cost centre.
  
- e) **Centre 700 – Tumps.**  
No changes were made on this cost centre.
  
- f) **Centre 710 – Play Areas.**  
No changes were made on this cost centre.
  
- g) **Centre 720 – Open Spaces.**  
No changes were made on this cost centre.
  
- h) **Centre 800 – Street Furniture.**  
No changes were made on this cost centre.

**Matters Pertaining to Parks and Open Spaces**

**11/07/2023 - No 8. To review the quotation report on new play equipment for Norman Scott Park as delegated by Patchway Town Council on 16th May 2023.**

Cllr P Cottrell raised a query of installing some new equipment and the Chairman confirmed that this would be looked at in future.

**RESOLVED:** It was unanimously agreed to recommend that Full Council proceeds with the purchase of the inclusive roundabout from GB Sports and Leisure at a cost of £6986.96 to be financed as below:

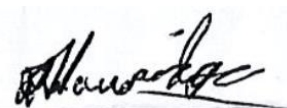
EMR – Youth Equipment	£3,314
MAF Funding	£1000
Virement from Insurance Budget on 110	£2672.96
<b>Total Available:</b>	<b>£6,986.96</b>

**11/07/2023 - No 9. To consider reinstating the Patchway Greenway Walk.**

The committee noted the update and it was agreed to hold a walkaround to identify locations prior to the October meeting. The Deputy Clerk will organise committee members and Rupert Higgins from Wessex Ecology to attend the walkaround.

**11/07/2023 - No 10. To note the Certificate of Lawfulness with regards to the storage unit on Pretoria Road Allotments.**

The committee noted the document from StokesMorgan planning which detailed that planning was not required for the metal storage unit at Pretoria Road allotments as it was under Patchway Town Council's permitted development.



03/10/2023

## Matters Pertaining to Planning and Transport

**11/07/2023 - No 11. To consider any planning applications received:**

- a) **P23/01878/CLP - Erection of single storey rear extension - 2A Hazeldene Road Patchway South Gloucestershire BS34 5DS.**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above application.
- b) **P23/01796/F - Change of use from Guest house (Class C1) to a 8 no. bedroom large house in multiple occupation (HMO) for up to 8no. people (sui generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). - 217 Gloucester Road Patchway South Gloucestershire BS34 6ND.**  
**RESOLVED:** It was unanimously agreed to raise an objection to this planning application. The committee will object to this application on the grounds of over-development in that area and the frequency of guest house visitors would not be the same as up to eight people living there. The committee would also object on parking issues, access from the A38 and the issues that the bus lane causes for the proposed tenants.
- c) **P23/01784/F - Erection of 1no. storage building, 1no. guards lodge, 2.4m high boundary fence and gates and installation of 3no. extraction outlets to existing building. - Unit 1 Highwood Road Patchway South Gloucestershire BS34 5DJ.**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above application.
- d) **P23/01897/CLP - Conversion of existing garage to form garden room/gym - 25 Thirlmere Road Patchway South Gloucestershire BS34 5PD.**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above application.
- e) **P23/01928/CLP - Installation of 1no rear dormer to facilitate loft conversion. - 68 Cavendish Road Patchway South Gloucestershire BS34 5HJ.**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above application.
- f) **Any applications received after the agenda had been issued.**
- i. **P23/02047/F - Erection of 1 no. dwelling with new access, parking and associated works (amendment to previously approved scheme P21/3947/F). - Land At 29 Ravenscourt Road Patchway South Gloucestershire BS34 6PL.**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above application however it was agreed to ask South Gloucestershire Council to ensure that the use was for domestic purposes and would not be for a HMO application.

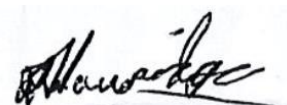
**11/07/2023 - No 12. To consider the locations of Christmas Lights in Patchway for this year.**

The Deputy Clerk explained the rationale for moving the lights that were previously situated in Charlton Hayes to Coniston Road, as there were already generators on the lights.

**RESOLVED:** It was unanimously agreed to move those lights and the rest of lights would be installed as per last year's schedule, as there was no extra budget for additional lights or generators.

**11/07/2023 - No 13. To consider the West of England Combined Authority (WECA) WESTlocal funding opportunity (Click on the link to view).**

The committee reviewed the opportunity and agreed to refer the project to other local bodies. The committee will review this at the next meeting.



03/10/2023

## Updates and Reports

### **11/07/2023 - No 14 To receive a Quarterly Update from users of Patchway Town Council sports facilities, allotment societies and Patchway and Charlton Hayes Wildlife Group.**

The committee noted updates from Patchway Cricket Club, Stoke Lane AFC, Patchway and Charlton Hayes Wildlife Group and Pretoria Road Allotment Association.

### **11/07/2023 - No 15. To receive an update on the Pollinator Fund grant application.**

The Committee noted an update on the bid, which was not approved. The Deputy Clerk will hold a meeting with WECA to ascertain what other funding is available.

### **11/07/2023 - No 16. To receive an update on the new play equipment at Norman Scott Park.**

The Committee noted that the hardcourt from S106 monies was complete and there was a need to purchase some equipment for the court. The slide unit and group swing is to be installed at the end of July 2023.

### **11/07/2023 – No 17. To note the Ecology Survey of The Tumps and Nearby Green Spaces commissioned to Wessex Ecological Consultancy and the findings of this survey.**

The committee noted the report and questions were raised over the implementation of the maintenance plan. The Deputy Clerk confirmed that this was in hand and would be implemented soon.

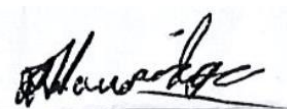
### **11/07/2023 - No 18 To note that the meeting dates of the Parks, Open Spaces, Planning and Transport Committee 2023 – 2024 will be held on:**

**Tuesday 3rd October 2023 at 8.00pm**

**Tuesday 9th January 2024 at 8.00pm**

**Tuesday 9th April 2024 at 8.00pm**

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



**03/10/2023**