

PATCHWAY TOWN COUNCIL

Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the 26th of October 2021 at 19:00 at Callicroft House, Patchway.

Councillors: R Loveridge (in the chair), J Butler, D Lawrence, P Cottrell, B Hopkinson.

In attendance: J Turner (Town Clerk and RFO), Cllr Peter Knight, Tina Brice (Patchway Community Association), John Thomas (Patchway and Charlton Hayes Community Sports Association), Andy England (Patchway Town Football Club), Terry Smith, Robert White, Ray Abrahams (Patchway Sports and Social Club) and Matthew Lipton (South Gloucestershire Council).

Absent: None

Members of the Public: 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.

26/10/2021 - No 1 To receive a presentation from Matthew Lipton on Local Nature Action Plans.

The Chairman welcomed Matthew Lipton from South Gloucestershire Council to the meeting. Matthew led a discussion on Local Nature Action Plans and how they can benefit a large variety of wildlife in the local area. The Council noted that actions can be taken in their own spaces as well as influencing residents to do their part too. South Gloucestershire Council can give the Council a step by step guide on how to create a Local Nature Action Plan for the area as well as leading ways for funding to achieve this. The Council noted that this could be on a rolling basis and other larger Council's have done this for 3-5 years. The Council noted that ten Town and Parish Council's have started to work on a plan with Matthew Lipton. The Council also learned that South Gloucestershire Council have a road verge working group to look at how to care for the verges across the district to benefit nature and wildlife. The Council learned that there were some trees available through this scheme. The Chairman thanked Matthew and he left the meeting.

26/10/2021 - No 2 To receive any questions from members of the public present.

None received.

26/10/2021 - No 3 To receive any apologies for absence.

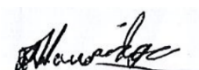
The committee noted apologies from Cllrs K Dando (Sickness) and E Martin (Sickness) and Paul Thompson (Working).

26/10/2021 - No 4 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.

Cllrs R Loveridge and P Cottrell declared an interest in item 25.

26/10/2021 - No 5 To consider and approve any dispensations for this meeting.



RESOLVED: It was unanimously agreed to approve dispensations for Cllrs R Loveridge and P Cottrell for item 25.

26/10/2021 - No 6 To approve the minutes of the extraordinary meeting of the Parks, Open Spaces, Planning and Transport committee held on Tuesday 28th September 2021.

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

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

26/10/2021 - No 7 To review the rolling three year budget plan:

a) Centre 320 – Rodway Road

The committee made no changes on this cost centre.

b) Centre 330 – Charlton Hayes

The committee made no changes on this cost centre.

c) Centre 340 – The Parade

The committee made no changes on this cost centre.

d) Centre 500 – Scott Park

The committee made no changes on this cost centre.

e) Centre 510 – Sports and Social Club

The committee made no changes on this cost centre.

f) Centre 600 – Allotments

The committee made no changes on this cost centre.

g) Centre 700 – The Tumps and BMX Track

It was agreed to add a budget for the removal of the Beacon.

h) Centre 710 – Play Areas

The committee made no changes on this cost centre.

i) Centre 720 – Open Spaces

It was agreed to add a budget line for biodiversity. It was also agreed to increase the budget line for Christmas Lights.

j) Centre 800 – Street Furniture

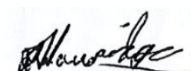
The committee made no changes on this cost centre.

26/10/2021 - No 8 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.	
	Wildflower Meadows	

Matters Pertaining to Parks and Open Spaces

26/10/2021- No 9 To consider the quotation from preferred supplier, Glasdon, for the benches in the following locations:

a) **Norman Scott Park – Eight Benches.**

RESOLVED: It was unanimously agreed to approve the quotation of £3,314.08.

b) **Blakeney Road Playing Field – Four Benches.**

RESOLVED: It was unanimously agreed to approve the quotation of £1,657.04.

Cllr J Butler raised the fact that the Council could ask members of the public if they wished to sponsor a plaque of remembrance on the new benches. The Clerk would look into this prior to the next meeting.

26/10/2021 - No 10 To consider the quotation from preferred supplier, KT Properties LTD, to supply and install access gates in Scott Park.

RESOLVED: It was unanimously agreed to defer this item.

26/10/2021 - No 11 To consider the Residents Association of Charlton Hayes' report on Green Spaces.

The Council were pleased to learn of the equipment that was due to be installed within Charlton Hayes.

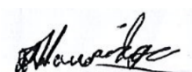
RESOLVED: It was unanimously agreed to note the report and add an item to the next agenda for an update.

26/10/2021 - No 12 To carry out the six monthly review of the Town Council's Play Area Strategy as deferred from the meeting on 28th September 2021.

RESOLVED: It was unanimously agreed to note the progress made and review the document again in October 2022.

26/10/2021 - No 13 To approve the plan for the Nature Area in Scott Park.

RESOLVED: It was unanimously agreed to approve the plan and start to gather quotations for this work.



26/10/2021 - No 14 To consider the scope of work required at The Tumps and BMX Track to make it secure.

The committee noted that the rise and fall bollards were due to be installed this week.

RESOLVED: It was unanimously agreed to invite representatives of the BMX Club to the January meeting.

26/10/2021 - No 15 To consider moving the Beacon to a new location for the Queen's Jubilee in 2022.

RESOLVED: It was unanimously agreed to obtain a quotation for the re-siting of the Beacon at the rear of the BMX track.

Matters Pertaining to Planning and Transport.

26/10/2021 - No 16 To consider any planning applications received:

- a) **P21/06586/F – Erection of a single storey building to form annex ancillary to the main dwelling house (4 Southsea Road) – 4 Southsea Road, Patchway, South Gloucestershire, BS34 5DY.**

RESOLVED: It was unanimously agreed to raise an objection to this planning application on the grounds of needing a parking space due to it being used as living accommodation.

- b) **P21/06688/PNH - The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 3.70 metres, for which the maximum height would be 3.80 metres, and for which the height of the eaves would be 3.00 metres - 51 Cavendish Road Patchway South Gloucestershire BS34 5HJ.**

RESOLVED: It was unanimously agreed to raise an objection to this application as there was not sufficient enough detail for the Council to consider and there is no indication of scale and mass of the development on the plans.

26/10/2021 - No 17 To consider the public consultation feedback for Christmas Lights in Patchway.

The Council noted the consultation feedback and wanted to act on it. The consultation had over one hundred responses.

RESOLVED: It was unanimously agreed to approve the quotation of £20,946.80 and recommend to Full Council that this be approved. It was further unanimously agreed to recommend that Patchway Town Council vires the budget of £12,750 for Scott Park Lighting to Christmas Lights. It was also unanimously agreed to look into installing a large Christmas tree in the middle of Patchway Roundabout, which the local school children could help to decorate.

26/10/2021 - No 18 To consider the email from a business owner on Patchway Roundabout, with reference to parking issues.

The Council noted the email and were concerned about the issues with parking in that area.

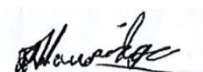
RESOLVED: It was unanimously agreed to write to South Gloucestershire Council to ask for regulated parking in that area. It was unanimously agreed to publish the letter on our website for residents to see.

26/10/2021 - No 19 To consider Patchway Town Council's response to fly tipping in the back lanes and to consider options to eradicate this issue in the future.

The Full Council agreed to have this as a standing item on the agenda. It was noted that an amnesty day was to be planned. It was noted that additional support is required for the groundsman to enable this too be implemented.

Updates and Reports.

26/10/2021 - No 20 To receive an update on the wildlife photography competition.



No update was received.

26/10/2021 - No 21 To receive an update on The Patchway Community Centre Redevelopment Project.

The Clerk provided an update. The committee noted that the pre-school were now in the new building. The committee noted that phase two had commenced with a revised finish date of 22nd November 2021.

26/10/2021 - No 22 To receive an update on The Norman Scott Park Pavilion project.

The Clerk provided an update. The plans are currently with South Gloucestershire Council.

26/10/2021 - No 23 To note that the date of the next Parks, Open Spaces, Planning and Transport Committee meeting will be held on Tuesday 23rd November 2021 at 7pm.

Noted.

26/10/2021 - No 24 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 during the following item.

26/10/2021 - No 25 To consider the proposal for the changing rooms within Patchway Sports and Social Club.

Cllrs R Loveridge and P Cottrell declared their interest in the item but stayed in the room as they had been granted a dispensation to talk on the matter. The Chairman welcomed representatives from the Sports and Social Club. The committee noted that an informal discussion had taken place between Cllr R Loveridge, The Clerk and Chairman of Patchway Sports and Social Club. The proposal was that Patchway Town Council would take control of the dressing rooms, referees room, café area and compound area whilst Patchway Sports and Social Club maintain the roof of the building. The representatives of the club stated that they were in favour of the proposal. The committee offered the Club a Fire Risk Assessment of the while building, to tie it in with the Council's other Fire Risk Assessments, and this was accepted. The committee also discussed the tidying up of the exterior of the club.

RESOLVED: It was agreed by a majority, with two abstentions, to arrange a Fire Risk Assessment for the area specified. It was also further agreed by a majority with two abstentions that the Patchway Sports and Social Club were allowed to advertise for free or a reduced rate and this would be recommended to Full Council.

The meeting was closed by the Chairman at 21:21.

