

# PATCHWAY TOWN COUNCIL

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10<sup>th</sup> June 2021

Dear Councillor,

You are hereby summonsed to attend a meeting of Patchway Town Council on **Tuesday 15<sup>th</sup> June 2021 at 7pm**. The meeting will be held in the Main Hall, Patchway Community Centre, Rodway Road, Patchway and the agenda is below.

**All attendees should wear face masks and are advised to carry out a COVID-19 Lateral flow test and had a negative result before attending this meeting. [These can be obtained from here.](#)**

Yours sincerely,

Town Clerk

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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 consider and approve the minutes of the Annual Meeting of Patchway Town Council held on 4<sup>th</sup> May 2021.
6. To consider whether Cllr Lawrence would like to join the following committees:
  - a) Parks, Open Spaces, Planning and Transport Committee.
  - b) Avon Local Councils Association (ALCA).
  - c) Patchway, Filton & The Stokes Volunteer Centre.
  - d) Patchway Twinning Association.
7. To review the Preferred Suppliers List:
  - a) To review all suppliers and agree the list.
  - b) To consider changing the quotation limit to be £3,000 for all suppliers (Noting that any works over £3,000 would be subject to three quotes).
8. To consider the re-adoption of the following policies and strategies:
  - a) Financial Regulations

- i. To approve the amendment to Financial Regulations to allow committees of the Council to spend £10,000 under their delegated budget headings (previously £7,500).
    - ii. To approve the amendment to Financial Regulations to raise the quotation limit of the preferred suppliers list to £3,000 for all suppliers.
  - b) Community Award Protocol.
9. To consider the Internal Audit Report for 2020/2021 and action any recommendations put forward by the Internal Auditor.
10. Council Finance.
- a) To note the current financial position of the two bank accounts.
  - b) To note the current financial position of the Town Council's Investments.
  - c) To note the Bank Reconciliation and Bank Statements for April.
  - d) To note the income and expenditure reports for April.
  - e) To note the monthly summary of accounts for April.
  - f) To note the Bank Reconciliation and Bank Statements for May.
  - g) To note the income and expenditure reports for May.
  - h) To note the monthly summary of accounts for May.
  - i) To note the expenditure report for May and to note that payments had been made and authorised by two councillors as per Financial Regulations.
  - j) To approve the expenditure report and authorise payments.
11. To receive an update on the lease agreement for The Casson Centre, now that the Thursday Lunch Club are not meeting.
12. To consider the long- term solution to restrict the Travelling community accessing council land.
13. To consider the costings for Patchway Town Council to run their own youth initiative for a period of time.
14. To consider the quotation from South Gloucestershire Council Streetcare team to have the streets in Patchway swept with the electric pedestrian sweeper.
15. To consider options for a temporary grass cutting solution.
16. To consider the quotation report for temporary changing rooms at Scott Park, whilst the Pavilion redevelopment is underway.
17. To consider the quotation for the removal of bus shelters owned by Patchway Town Council.
18. To consider and agree the locations for the Patchway Map to be installed (4 Locations).
19. [To consider the pre-planning consultation on the Newnham Place Development \(Click here to see the consultation\).](#)
20. To consider pre-planning application received for the Proposed Communications installation for Cellnex, Gloucester Road.

21. To consider rolling out the Litter Picking Champion Scheme to all residents in Patchway.
22. To consider Planning applications received:
  - a) [Unit 8 & 9 Britannia Road](#)- P21/02997/RVC-amendments to previous planning applications P20/08429/F and P21/02356:-as follows:-
    - Combining Units 8a and 8b (as approved) into a single warehouse building (which will become Unit 8a).
    - Minor changes to Unit 8a's footprint and position of building.
    - Minor increase in floorspace at Unit 8a, equating to 1,899 sqm.
    - New access route and turning area for HGVs along the western boundary of the Site.
    - Reduction of HGV spaces at Unit 8a
    - Increase in 12 cycle parking spaces at Unit 8a
    - Alterations to the landscaping arrangement
    - Unit 8c (as approved) is intended to become Unit 8b
    - Small scale changes to Unit 8b's elevations and roof
    - A reduction of 6 cycle spaces at Unit 8b& amendments to specific conditions.
  - b) [29, Ravenscroft Road](#) P21/03947/F Erection of 1 dwelling with new access , parking & associated works.
  - c) [13, Hempton Lane](#) P21/03170/PNH erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.60m, for which the maximum height would be 3.40m, and for which the height of the eaves would be 2.50m.
  - d) [66, Cavendish Road](#) P21/04006/F Erection of a single storey side and rear extension to form additional living accommodation
  - e) [135, Park Avenue, Aztec West](#) P21/04065/ADV Display of 2 no. non illuminated fascia signs and 2 no. internally illuminated fascia signs
23. To consider the correspondence from Patchway Sports and Social Club regarding displaying of banners.
24. To receive any reports from South Gloucestershire Councillors, Local Organisations or Working Groups.
  - a) South Gloucestershire Councillors report on items related to Patchway.
  - b) 3G & cricket nets project.
  - c) Patchway Community Centre redevelopment project.
  - d) Norman Scott Park Pavilion project- to consider the report and approve the cost for the removal of the additional asbestos identified.
  - e) Coniston Community Association.
  - f) Photography Competition.
  - g) Community Led Housing.
  - h) Youth Work Working Party.
25. To note that the next meeting will be the Council meeting on the 20<sup>th</sup> of July 2021 at 7pm.

