

## PATCHWAY TOWN COUNCIL

### Minutes of the extraordinary meeting of Patchway Town Council held on the 5<sup>th</sup> of October 2021 at 19:00 at Callicroft House, Patchway.

- Councillors:** J Butler (Chairman), R Loveridge, R Walker, K Dando, B Hopkinson, P Cottrell, E Martin and S Scott.
- In attendance:** J Turner (Town Clerk and RFO), David Wolstenholme (Project Manager) and John Thomas (Chair of Patchway Twinning Association).
- Absent:** Cllr E Gordon.
- Members of the Public:** None.

As the time was 19:00, the Chair, Cllr J Butler 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.

#### **05/10/2021 - No 1 To receive questions from members of the public present.**

No questions were received.

#### **05/10/2021 - No 2 To receive any apologies for absence.**

The Council noted apologies from Cllrs S Shambu (Prior engagement), I Walker (Childcare issues), D Lawrence (Prior engagement), T Scott (Working) and J Buddharaju (Childcare issues).

#### **05/10/2021 - No 3 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, K Dando and P Cottrell declared their interest in item 14.

Cllr S Scott declared a potential interest in item 6D.

#### **05/10/2021 - No 4 To consider and approve any dispensations for this meeting.**

**RESOLVED:** It was unanimously agreed to approve a dispensation for Cllr R Loveridge, K Dando and P Cottrell for item 14. It was further unanimously agreed to approve a dispensation for Cllr S Scott for item 6D.

#### **05/10/2021 - No 5 To consider the External Audit report and actions arising from this report.**

The Council noted that the External Auditor had concluded their review and no matters for actioning were raised. The Council expressed their thanks to the previous Clerk and to the current Clerk for the work carried out in the previous financial year.

#### **05/10/2021 - No 6 To consider the revised scope for the Norman Scott Park Pavilion Project.**

##### **a) To consider the cost plan provided by Melrose Associates.**

**RESOLVED:** It was unanimously agreed to approve the cost plan at a build cost value of £1,364,802.00.

##### **b) To consider and approve the revised budget for the project.**

**RESOLVED:** It was unanimously agreed to note that the Council have a budget of £1,364,356.00 and that £47,804.50 would need to be funded to balance the project's budget.



- c) **To consider and approve the revised plans to be submitted to South Gloucestershire Council Planning Department.**

**RESOLVED:** It was unanimously agreed to approve the revised plans. The Council noted that a minor amendment would be made to the planning permission for the revised plans.

- d) **To consider negotiating with current contractors, who have tendered, for the revised project.**

The Chairman invited David Wolstenholme to speak on this item. The Council noted that the tender process was a competitive one with all bids coming in within 5% of each other. The Council noted that David would recommend re-working the costs with the lowest contractor to fit the one floor building.

**RESOLVED:** It was agreed by a majority, with one abstention, that the Council negotiates with the lowest two contractors on the revised scheme.

**05/10/2021 - No 7 To consider the following planning applications:**

- a) **P21/05920/F - Erection of two storey side and rear and single storey rear extensions to form additional living accommodation. - 14 Durban Road Patchway South Gloucestershire BS34 5HQ.**

- b) **P21/06318/F - Erection of a first floor side extension over the existing garage to form additional living accommodation. - 12 Falcon Close Patchway South Gloucestershire BS34 5RY.**

**RESOLVED:** It was unanimously agreed to raise no objections to the above planning applications.

- c) **P21/06247/F - Garage conversion and installation of enlarged rear window to facilitate change of use from residential dwelling (Class C3) to a 8 bedroom large house in multiple occupation (HMO) for up to 8 people (sui generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). - 85 Falcon Drive Patchway South Gloucestershire BS34 5RA.**

**RESOLVED:** It was unanimously agreed to raise an objection to this application. The Council had concerns over adequate parking for 8 people, given the already present issues with parking. The Council also considered this to be an overdevelopment. The Council would like to raise the issue of adequate cycle storage as well as an EV charging point, if this development were to go ahead.

**05/10/2021 - No 8 To consider the quotations for the security barrier on the 3G pitch.**

**RESOLVED:** It was agreed by a majority, with one against and one abstention, to approve the quotation from Insight Security for £11,049.32.

**05/10/2021 - No 9 To consider the quotation from preferred supplier, N Brock, for the pruning of the tree a Waterside Drive.**

**RESOLVED:** It was agreed by a majority, with one abstention, to approve the quotation of £415.00.

**05/10/2021 - No 10 To consider the correspondence from Patchway Twinning Association.**

The Chairman invited John Thomas, the Chairman of the Patchway Twinning Association, to speak. John stated that there had been ongoing Zoom calls with the twin towns during the pandemic. The Council noted that a small delegation from Gauting will be arriving in Patchway between 15<sup>th</sup> and 19<sup>th</sup> Of June 2022 to celebrate the 20<sup>th</sup> anniversary of the signing of the Twinning Charter.

**RESOLVED:** It was unanimously agreed to give the Twinning Association, the Council's support for all Civic Functions. It was also unanimously agreed to add this as a standing item on the Full Council agenda. The Council noted that the Civic Fund would need to be increased for next year.



**05/10/2021 - No 11 To consider setting up a 'Christmas Gift' scheme for a care home in Patchway.**  
**RESOLVED:** It was unanimously agreed to defer this item until the next meeting.

**05/10/2021 - No 12 To note that the next meeting of Patchway Town Council will be held on Tuesday 19<sup>th</sup> October at 7pm.**  
Noted.

**05/10/2021 - No 13 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.

**05/10/2021 - No 14 To receive an update on the lease agreement for the changing rooms within Patchway Sports and Social Club.**

The Clerk provided an update on the roof that was leaking. The Council noted that in the minutes from 2011, the Council was responsible for all fixtures and fittings in the changing rooms.

**RESOLVED:** It was agreed by a majority, with three abstentions, to set aside some monies in next year's budget for the upgrade to the changing rooms. It was also agreed by a majority, with three abstentions, to write to the club to address some of the issues regarding the health and safety of the building.

**The meeting was closed at 20:10.**

A handwritten signature in cursive script, appearing to read 'A. Buller', followed by a horizontal line.