

Minutes of the Footpaths & Allotments Committee Meeting**Held on 3rd Dec 2012 at 8.15 p.m. in the Bush Room**

Present: - Cllrs. Hannah Richmond (HR) (Chairman), Marcus Fry (MF), Steve Blick (SB), John Cutland (JC), Terry Hunt (TH), Mrs Erika Booth (EB), Mrs Ann Wilkins (AW) Bob Phillips (Clerk)

1. Apologies for Absence

None

2. Evacuation Procedures

Evacuation procedures were noted

3. Public Participation

None

4. Declaration of interests

EB is an allotment holder and member of the Alveston Allotments Association.

5. Minutes of the previous meeting

5.1. Minutes of the previous meeting held on 1st Oct 2012

Resolved: The Minutes of the meeting held on 1st Oct 2012 were agreed and signed by the chairman.

5.2. Matters arising - None

5.3. Outstanding Actions

5.3.1. 5/10/09) Clerk to purchase “no smoking signs” and arrange fitting to all Bus Shelters.**Action to Clerk**

Cllr Terry Hunt agreed to carry out the task after the bus shelters had been cleaned.

Ongoing (11/612)

*Action held until cleaning programme under way. (1/10/12)***5.3.2. FP 110606-1 to arrange for Bus Shelters 1, 4, 5, 7 and 9 to be cleaned by local handyman.****Action to Clerk**

The local handyman has started the cleaning of the bus shelters with a trial run on the bus shelter opposite The Alveston House Hotel.

Action Closed

5.3.3. FP 110606-3 to obtain estimates for the refurbishment of Bus Shelter 2 at A38 Southbound o/s 70 Gloucester Rd. Rudgeway.**Action to Clerk**

Purchase order 12-008 sent to CY Street Furniture (27/11/12)

Action Closed.

5.3.4. FP 110606-4 to investigate with the local resident the requirement and possible position of a new litter bin at Rudgeway.**Action to Clerk**

The position of the required bin is agreed as next to the northbound bus stop on the A38 and it was agreed that the Clerk should investigate if SG Council would provide a litter bin at this location.

Ongoing (1/10/12)

5.3.5. FP 120611-1 to establish availability and costs of provision of benches in the bus shelters at Rudgeway.**Action Clerk**

Two person bench on order from Shelterstore at cost of £99.00 expected delivery 19/12/12.

Action Closed

5.3.6. **FP 120611-3 to write to landowners re. report of problems on footpaths OAN 28 and OOL 49.** **Action Clerk**

As the crops were harvested, the path is no longer obstructed. Discussion held with Lindsay Saunders, the SG Footpaths Officer who said that she has discussed this problem with the landowners before and they always instruct their contractor to leave sufficient space for the footpath but sometimes, as in this year, there is exceptional growth. It was agreed to assess the path next year.

Action Closed

5.3.7. **FP 121001-1 to seek alternative solutions to the problems of the muddy allotment access track and obtain estimates for the work. Report via email** **Action Clerk**

Trial under way see item 8.1

5.3.8. **FP 121001-2 to clarify the detail of the request for the installation of a composting loo at the allotment site and forward to the Clerk.** **Action Erika Booth**

Item postponed until after the AAA AGM in March.

Action Closed

5.3.9. **FP 121001-3 to obtain a firm estimate for pruning the allotment site apple tree and forward to the Clerk.** **Action Erika Booth**

A firm estimate of £110 was obtained and an order placed with Mr Fruit on 13th Nov.

Action Closed

5.3.10. **FP 121001-4 to modify the allotment plot licence agreement to accommodate "half-plots" and in consultation with the AAA create a number of formal "half-plots"** **Action Clerk**

Ongoing (3/12/12)

5.3.11. **FP 121001-5 to clarify the detail of Parish footpath wardens.** **Action Clerk**

Ongoing (3/12/12)

6. Bus Shelters

6.1. Report

Polycarbonate

1	A38 northbound opposite Rudgey Park	Clean required
2	A38 southbound o/s 70 Gloucester Rd. Rudgey	Order for re-paint sent. <i>Clean polycarbonate sheets required</i>
3	A38 northbound opposite the Masons Arms, Rudgey	Clean required
4	A38 southbound opposite Alveston House Hotel, Alveston	Initial cleaning undertaken – more to do
5	A38 northbound lay-by opposite Church Rd. Rudgey	Clean required
7	Thornbury Rd. o/s Thornbury Cricket Club	Clean required
9	Greenhill Down. Alveston. opposite Greenhill Parade	Clean required

Stone Built

1	A38 northbound o/s The Old Vicarage, Gloucester Rd. Alveston	<i>Clean walls & possible paint required</i>
2	Thornbury Rd. o/s Merrymead. Opposite The Ship Hotel	<i>Clean walls & possible paint required</i>

FP 121203-1 to seek local person to clean and possibly paint the internal walls of both stone built Bus Shelters. **Action Clerk**

7. Street Scene

7.1. Dog & Litter Bins

Litter Bins – no comment

Dog waste Bins – no comment

7.2. Notice Boards

1	Greenhill Parade	<i>Storm damage to roof has been temporarily repaired. The notice board needs a complete renovation including re-roof; repair work on one of the main support timbers and a re-paint. (3/12/12)</i>
2	Jubilee Hall	<i>Currently under repair off-site. (3/12/12)</i>
3	Rudgeway Park	<i>Requires a repaint. (1/10/12)</i>

FP 121203-2 to inspect and determine the actions required to renovate the notice board at Greenhill Parade prior to the next committee meeting on 4th March 2013. Action Clerk

7.3. Other Streetscene - None

8. Allotments

8.1. Site

Deed of Variation – Completed at a total cost of £1,250

Excess Water – To help alleviate the amount of surface water on-site, the landowner has agreed to fund some ditch clearing works along the entire edge of the woods.

Access Track – *A trial repair is to be undertaken very soon. The Clerk plus working party of allotment holders will lay a short section of geogrid and gravel.*

Allotment Inspection – The Autumn inspection has not yet taken place and will be delayed until ground conditions improve.

8.2. Other - None

9. Footpaths

9.1. Footpaths Report

OAN25 Footpath off Forty Acre Lane – multiple reports received about the impassable path between kissing gate on Forty Acre Lane and further kissing gate leading to fields near allotments.

Following agreement from the landowner, the SG PROW team are planning to carry out work on this section of path early in the New Year.

9.2. Footpaths Walks Revision Project

An action plan is required with the following possibly included:

- Special launch meeting
- Agree process and plan.
- Co-ordinate information gathering
- Consolidate walk information and write text
- Produce map
- Arrange media – Web, print, Helmet.....etc.
- Construct a Continuous Improvement Plan.

9.3. Footpaths Wardens

The Clerk had received offers of help from five local residents.

- What is the purpose of Footpath Wardens? (see appendix)
- Meetings/communication

FP 121203-3 to organise a meeting in January 2013 of people interested in becoming Footpath Wardens. ***Action Clerk***

10. Correspondence

None.

11. Any other business

Cllr Hannah Richmond in explaining her current excessive work and family commitments has discussed with the Parish Council chairman taking a break from all her Council duties for a period. HR hopes that this is only a temporary situation and is planning to be able to resume her involvement in Council affairs soon after April 2013. She asked for the support of the committee in this matter and hoped that another member would assume her chairman role for this period.

The committee fully supported their chairman and agreed that this was a preferred option to HR resigning.

Cllr Marcus Fry offered to temporarily undertake the chairmanship of the Footpaths and Allotments Committee.

Resolved: That Cllr Marcus Fry takes over from Cllr Hannah Richmond as chairman of the Footpaths & Allotments Committee until April 2013.

The meeting ended at 9.00 pm.

**The next meeting of the Footpaths & Allotments Committee is on
Monday 4th March 2013 at 8.15pm.**