

**Minutes of the Parish Council Meeting
Held on 17th Oct 2011 at 7.30 p.m. in The Jubilee Hall.**

Present: - Cllrs John Cutland (JC) (Chairman), Terry Hunt (TH), Brian Lee (BL), Kitty Davies (KD), Bernard Willcox (BW), Allison Peters (AP), Phil Squires (PS), Marcus Fry (MF); James Sumner (JS), Hannah Richmond (HR), Maggie Tyrrell (MT) (SGC).

Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Hannah Richmond (HR), Mike Webb (MW), Shirley Holloway (SH) (SGC),

2. Evacuation Procedure

The evacuation procedure was noted

3. Public Participation

None

4. Declaration of Interests

None.

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 19th September 2011

The minutes of the Parish Council meeting of Monday 19th September 2011 were found to be incorrect in a number of places and would be revised and re-issued.

5.1. Matters Arising

5.2. Outstanding Actions

5.2.1. **110221-1 To arrange production of an A3 colour print of the John Dyer Award recipients for mounting in a suitable frame.** **Action to Clerk**

Prices had been obtained, production of the document awaiting the 2011 awards. (21/3/11)

Ongoing 18/7/11

The Clerk has asked for some help from JS. (15/8/11)

Draft produced - Ongoing (17/10/11)

5.2.2. **110221-2 To add an addendum to the Standing Orders to enable greater efficiency of time during Council meetings.** **Action to Clerk**

Ongoing 17/10/11

5.2.3. **110718-3 To urge the South Glos Playbuilder project team to provide and install the proposed Limekiln Field notice board.** **Action to Clerk**

Emails and phone calls have been regularly made to urge the action. The delay is due to the need to make a bulk order and other councils have not yet decided on the format of their notice. The

Clerk will continue to urge. 15/8/11

SG Council are still waiting on other councils. (17/10/11)

5.2.4. **110815-1 to urge enforcement action with the fence at Oak House, Davids Lane.** **Action Cllr Shirley Holloway**

SG Enforcement team are in discussion with the site developer.

Action Closed (17/10/11)

5.2.5. **110815-5 To obtain estimates for cleaning the war memorial.****Action Clerk**

The Clerk reported on a detailed report he had found in the Parish records of an inspection made of the War Memorial in January 2008. The report and estimate by Summers Memorial Masons suggested a number of actions necessary. The first part of the quotation, to renovate the whole memorial with cleaning, re-painting and re-pointing was estimated to cost £1360 + VAT. The second part of the quote, to redress the plinth was estimated to cost a further £464 +VAT.

It was suggested that, with £2k set aside in Reserves for the War Memorial, the longer we left undertaking the work, the more it would cost.

It was agreed to progress the action and particularly ask Summers Memorials to re-quote the previous estimate.

5.2.6. **110919-1 To seek views on the need for additional street lighting on Alveston Down in the next Helmet article.****Action Clerk**

Ongoing (17/10/11)

5.2.7. **110919-2 To obtain estimates for remedial work to the Limekiln Field footpath.****Action Clerk**

Ongoing (17/10/11)

6. Recommendations from Committees

6.1. **Planning** (Meetings 19th Sept, 3rd Oct) - BL reported on the meetings as in the minutes. Of particular interest was that permission had been granted for the conversion of the old underground reservoir on Thornbury Hill into a residential dwelling.

6.2. **Playing Fields & Open Spaces** – (No Meeting)

6.3. **Footpaths & Allotments** – (No Meeting)

6.4. **Finance and General Purposes** - (No Meeting).

Members were reminded about the Budget meeting planned for Monday 24th October. It was agreed that we should initially discuss basic level budgetary and if time permitted, to begin to develop next year's budget.

7. Representatives Reports.**7.1. Police Matters -**

Report from Tony Blackmore PCSO 8752. Thornbury South & Alveston Neighbourhood Beat
The past month has seen a mixture of incidents across the Alveston and Rudgeway areas, there are no trends to these crimes and are all very different.

Weds 21st Sept - four garden fence panels were found to have been damaged on Old Gloucester Road. Unfortunately nothing was seen or heard by neighbours and there was no scope for our crime scenes officer at the scene.

Fri 30th Sept - At 10:00pm a white Ford Transit was seen parked on a resident's driveway on Shellards Lane, when approached by a neighbour it drove off towards Itchington direction. Police searched the area within minutes of the call, but the van could not be seen. Members are reminded to continue to be vigilant with regards to suspicious vehicles.

Sunday 2nd Oct - unknown offender/s in Quarry Mead caused damaged to a car with a fluid being poured over it. It was believed to be woodstain. Nothing was seen or heard by neighbours but a tin lid has been recovered nearby and will be checked for fingerprints by our crime scenes officers.

Mon 10th Oct - A large inflatable Father Christmas was stolen from The Masons Arms. Enquiries are ongoing to establish the offender/s identity and CCTV is also being checked.

Saturday 15th October - At approx 12:40pm a white and black Ford Transit tipper was stolen from an address on Greenwood Drive, Alveston. Unfortunately the driver had left the vehicle unlocked and the keys inside the vehicle. The victim's wallet, house keys and mobile phone were also taken as they were left in the vehicle. Enquiries with neighbours and observations for this vehicle are ongoing with bordering Police also alerted for observations.

Please make sure that you lock, secure and remove any valuable objects from view in your vehicles, never leave them unlocked with the keys in the vehicle, even if you are only going to be thirty seconds. As this incident proves, it only takes seconds for someone to steal your vehicle.

The members are advised of the more pro-active side of Policing, which many of you will not be aware of. On Weds 5th October, local Police attended an address in Alveston and arrested a male who was wanted for failing to appear in court, a local Magistrates Court had issued a warrant for his arrest which was swiftly carried out.

With Halloween and bonfire night fast approaching I would like to reassure you that your local Police will be providing high visibility patrols in the area to deter any incidents of anti-social behaviour. Any offenders will be dealt with swiftly and positively.

The next Safer Stronger Community Group meeting will be held in Alveston at 7:30pm on Weds 30th of November at Alveston Methodist Hall.

The next few Police beat surgeries will be held between 10:00-11:00 on Thursday 3rd November and Thursday 15th December, please come along to discuss any issues or concerns you may have.

7.2. South Gloucestershire Council

7.2.1. Haddrell Court - MT reported that Merlin Housing Society is still consulting on the long term plans of a number of their supported premises including Haddrell Court. The CEO of Merlin was to attend the SG Community Care Committee in November to discuss the strategy. Both SH & MT would closely monitor the plans and try to ensure all who were involved would be kept informed.

7.2.2. Oak Farm, Davids Lane – Several members expressed their concern that the SG Enforcement team seem to be being manipulated by the developer. There has been no feedback from the department although the developer has now moved the fence back a metre and left what appears to be a planting area between the fence and wall. MT expressed her frustration with the situation but explained that in most cases, the Enforcement team are only able to get the best result by compromise and persuasion as firmer actions would prove far too expensive. MT expected that the detail of the landscaping along the road boundary would be in the hands of the Enforcement team.

7.2.3. South Glos Core Strategy – MT was not aware of the current position but would try and establish more detail for the next meeting.

7.3. Jubilee Hall management Committee

BL reported: The management committee are still dealing with the cleaning problem but have now decided to change the contractor.

7.4. Environmental Link Meeting

BL reported:

7.4.1. All Parish Councils will be receiving a map of local orchards in existence in 1915 and will be asked to establish what has changed. Apparently, an orchard is any site with more than 5 fruit trees.

7.4.2. The Spring Clean 2012 has been announced.

7.4.3. There is an Environment Grant available up to a maximum of £2k. Details can be found on the SG web site. A brochure was filed.

7.5. Oldbury Stakeholder Group

BW explained that he would be unable to attend the next meeting on 2nd Nov and asked if any other member would like to attend. The agenda would include a video about the closure of Oldbury PS and a buffet. The meeting was at The Gables Hotel at 12.00pm for 1.00pm.

8. Community Forum

PS reported as follows:

On Saturday afternoon 17th December the Community Forum will be organising a Christmas occasion at Greenhill Parade with Carols, mince pies and other seasonal activities.

The Parade Project is planning a floral display on the sloping bank to commemorate the Queens Diamond Jubilee.

9. Allotments

With the contract work under way to install the water supply, Cllr Terry Hunt re-iterated his view that the Council should have a formal arrangement made with the landowner for an easement for the supply across her land.

111017-1 To obtain a formal arrangement with the allotment site landowner for an easement for the water supply pipe across her land. ***Action Clerk***

10. Playbuilder Project

None

11. Queens Jubilee 2012

Several ideas were discussed including a Diamond Jubilee Trail (suggested by Rosemary Clark), a bonfire or other community event and a beacon.

No firm decision was taken on whether the Council would lead or be involved in an event.

111017-2 MF to write a short article for Helmet based on the Diamond Jubilee Trail asking for resident's views/involvement. ***Action Cllr Marcus Fry***

111017-3 KD and AP to discuss some ideas to try and establish the community's enthusiasm for a Queens Jubilee event and gather some ideas of what may be popular. ***Action Cllrs Kitty Davies & Alison Peters***

12. Correspondence

12.1. Correspondence for Information

Listed in Appendix A

12.2. Correspondence for Action

None

13. Authorisation of Payments.

13.1. Payments.

13.1.1. Payments recently authorised

Payee	Details	Chq. no	£
Mazars	External Audit	1948	504.00
CRK Garden Manicures	Grounds Maintenance	1949	978.00
R Phillips	(Discount Locks) Padlocks	1950	55.57
Masters Pipeline Services	Allotment - Install water pipe	1951	744.00
Bristol Water	Allotment – Connect Water Pipe	1952	1,796.40
	Total expenditure		4,077.97

13.1.2. Payments authorised by Cllrs Alison Peters and Kitty Davies

Payee	Details	Chq. no	£
South Gos Council	Cemetery Rates	DD	51.00
CFS	Photocopy Services	1953	21.92
Virgin Media Business	Broadband to 30-Oct-11	1954	26.40
South Gos Council	Litter Bin Emptying June-July	1955	34.75
Bristol Water	Water Rates – Jubilee Field	1956	17.31
ADD Plant	Allotment – Install water pipe	1957	2,460.00
Alveston JHMC	Room Hire	1958	70.53
HM Revenue & Customs	Tax & NI Payments	1959	2,106.34
York Fencing	Install Skate Park Signs	1960	153.00
D Biddle	Salary – Cemetery caretaker	1961	86.83
B Painter	Salary Inspect/daily sweep	1962	146.00
R Phillips	Clerk Salary & Expenses	1963	1,109.20
	Total expenditure		6,283.28

13.2. Income Received

13.2.1. Recent Receipts

Payee	Details	Chq. no	£
L & J Gulwell	Interment Plot 42	Inc 1972	68.00
R Meredith	Allotment Rent Plot 16	Inc1973	50.00
Summers Memorial	Memorial – remains plot 62	Inc 1974	62.00
D Morgan	Allotment Rent Plot 33	Inc 1990	25.00
C Viner	Allotment Rent Plot 34	Inc 1991	50.00
	Total expenditure		255.00

Resolved: That all receipts and payments presented to the meeting were accepted.

14. Any Other Business

14.1. Frank Barnwell plaque – proposal from Community Forum.

It was agreed that any funding to be provided to this project by the Parish Council should be included in the Grant Aid process. PS agreed to inform the organiser of the need to submit an application form.

14.2. Lodge farm - Sustainable Thornbury Brochure outlining proposal for Lodge Farm

The discussion at the meeting held on 19th Sept was reported.

TH suggested that whatever arrangement was decided in the end, SG Council would be looking to maximise the value of the land and from his experience, would possibly be looking for £12-£13k per year. He was confident that the District Council would prefer to have the Parish Council's involvement possibly as the holder of the lease as this would ensure continuity if the organisation operating a Community enterprise ran into difficulties.

Several members expressed concerns over the proposal as:

- We had no clear view of what the community thought of the idea
- There was no widespread knowledge of the idea in the community.
- The site is outside the area where most residents live..
- No easy access facilities for local people, no bus and cycling or walking involves dangerous roads, the site is almost totally reliant on access by cars.

Although by no means a large majority view, it was agreed that the Parish Council should support the proposal in principle and agree to take part in the next stages of discussion. It was further agreed that on no account would any outcome that involved cost to the Parish Council be supported.

111017-3 To write to Sustainable Thornbury with the PC's response to the Lodge Farm proposal. ***Action Clerk***

14.3. Membership of Footpaths and Allotment Committee

No volunteers, the committee would continue under the constraints of just two members plus JC, TH and a co-opted member of the AAA until a volunteer could be found.

14.4. Filton Airfield - Request from Filton Town Council to support their campaign to ensure positive consideration is given to developing an "Aerospace Park" when Filton Airfield Closes. (see article, "The Future of Filton Airfield" from Save Filton Airfield Campaign.

Following some discussion it was agreed to support Filton Town Council's campaign.

111017-3 To write to Filton Town Council with the Council's support to their Save Filton Airfield Campaign. ***Action Clerk***

14.5. SG Sustainable Community Strategy – Consultation on draft Strategy. (Copy distributed) No comments were offered.

14.6. New Bench at Alveston Down – response from SG

SG Council had said that there is no available funding for additional benches on Alveston Down and if required, the Parish Council would need to source funding from elsewhere.

A bench on Alveston Down, in the area requested had been removed at some cost to the Council a few years ago following some resident complaints and incidents of anti-social behaviour. With no additional support for a bench, it was agreed not to progress the idea.

Meeting closed at 9.05pm.

Appendix A

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
08-Sep-11	L	Russ King	Allotment agreement/rent - Plot 7	Clerk Action	20-Sep-11	Y
08-Sep-11	L	SG Planning	Notice of Sites Inspection Committee	Clerk Action	08-Sep-11	N
08-Sep-11	L	SG Planning	Permit - Hayfields, The Street, Alveston	Clerk Action	19-Sep-11	Y
09-Sep-11	L	Kate Cannell	Allotment agreement/rent - Plot 20	Clerk Action	20-Sep-11	Y
10-Sep-11	E	NALC	DISExtra - issue 764 - 29 July 2011	Dist'n & File	19-Sep-11	N
10-Sep-11	E	NALC	DISExtra - issue 767 - 9 Sept 2011	Dist'n & File	19-Sep-11	N
10-Sep-11	L	SG Planning	Application - Whitehouse Farm, Earthcott Green	Clerk Action	19-Sep-11	Y
10-Sep-11	L	SG Planning	Application - Whitehouse Farm, Earthcott Green	Clerk Action	19-Sep-11	Y
11-Sep-11	L	Bryan Painter	Inspection certificate	Clerk Action	19-Sep-11	N
11-Sep-11	L	Trevor Hayes	Allotment agreement/rent - Plot 1	Clerk Action	20-Sep-11	Y
11-Sep-11	L	Gill Allford	Allotment agreement/rent & Request to reconsider rent (smaller plot)	Clerk Action	20-Sep-11	Y
11-Sep-11	L	Diane & Nick Barnard	Allotment agreement/rent & Request to erect a shed - Plot 3	Clerk Action	20-Sep-11	Y
14-Sep-11	L	Alison & Gareth Rees	Allotment agreement/rent - Plot 24	Clerk Action	20-Sep-11	Y
14-Sep-11	L	SG Planning	Permit - 11 Greenhill Gardens	Clerk Action	19-Sep-11	Y
14-Sep-11	L	SG Planning	Application - Mulberry House, Church Rd. Rudgeway	Clerk Action	19-Sep-11	Y
15-Sep-11	L	Landcare Tree Nurseries	Catalogue 2011-2012	Dist'n & File	19-Sep-11	N
15-Sep-11	L	Ransome Memorials	Application to erect memorial - Grave plot 50	Clerk Action	20-Sep-11	N
15-Sep-11	L	Summers Memorial Masons	Application to erect memorial - Remains plot 61	Clerk Action	20-Sep-11	N
15-Sep-11	L	Summers Memorial Masons	Application to erect memorial - Remains plot 53	Clerk Action	20-Sep-11	N
15-Sep-11	L	Ivor Clark	Allotment agreement/rent & Request to erect a shed - Plot 17	Clerk Action	20-Sep-11	Y
15-Sep-11	L	Lynn & Tom Pye	Allotment agreement/rent - Plot 21	Clerk Action	20-Sep-11	Y
15-Sep-11	L	Jerry & Val Harding	Allotment agreement/rent - Plot 32	Clerk Action	20-Sep-11	Y
15-Sep-11	L	Greenway Centre	Skills for Life & Wellbeing Event 14th Oct	Dist'n & File	19-Sep-11	N
19-Sep-11	L	Bryan Painter	Inspection certificate	Clerk Action	19-Sep-11	N
19-Sep-11	E	NALC	Legal Topic Notes 6, 79, 34, 22	Dist'n & File	19-Sep-11	N

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
19-Sep-11	E	NALC	Whatever, yeah? Local Councils and Youth Provision	Dist'n & File	19-Sep-11	N
21-Sep-11	E	South Glos	Consultation Draft - South Glos Sustainable Community Strategy	Clerk Action	21-Sep-11	Y
21-Sep-11	L	SG Planning	Refuse - Ship Inn, Thornbury Rd	Clerk Action	21-Sep-11	Y
21-Sep-11	L	Co-operative Bank	Statement	Clerk Action	21-Sep-11	Y
21-Sep-11	L	CPRE	Letter & Avonside Voice	Dist'n & File	21-Sep-11	N
20-Sep-11	L	Jenny Pinkard	Letter requesting to erect a shed & allotment rent Plot 29	Clerk Action	21-Sep-11	Y
20-Sep-11	L	Zoe Nicholls	Allotment agreement/rent - Plot 6	Clerk Action	21-Sep-11	Y
20-Sep-11	L	SG Planning	Application - Barns to the south of Street Farm, The Street, Alveston	Clerk Action	21-Sep-11	Y
22-Sep-11	L	SG Planning	Referral to Dev Control (West) - application at Alveston Hill	Clerk Action	23-Sep-11	Y
22-Sep-11	L	Mazars	Annual Return 2010/2011 Certificate & Invoice £504.00	Clerk Action	23-Sep-11	Y
26-Sep-11	L	SG	Filton Airfield exhibitions	Dist'n & File	26-Sep-11	N
26-Sep-11	L	Annette Madge	Allotment agreement/rent - Plot 2	Clerk Action	26-Sep-11	Y
26-Sep-11	L	C Mealing	Allotment agreement/rent - Plot 35	Clerk Action	26-Sep-11	Y
26-Sep-11	L	Bryan Painter	Inspection certificate	Clerk Action	26-Sep-11	N
23-Sep-11	L	Michelle Davies	Allotment agreement/rent - Plot 11	Clerk Action	26-Sep-11	Y
26-Sep-11	L	Bank of Ireland	Statement	Clerk Action	26-Sep-11	Y
23-Sep-11	L	Jenny Pinkard	Allotment agreement - Plot 29	Clerk Action	26-Sep-11	N
26-Sep-11	L	SLCC	Letter - re. potential savings on utility bills	Dist'n & File	26-Sep-11	N
29-Sep-11	L	Bank of Ireland	Cheque book	Clerk Action	29-Sep-11	N
28-Sep-11	E	CRK Garden Manicures	Invoice £978.00	Clerk Action	29-Sep-11	Y
03-Oct-11	E	Southern Brookes Community Partnership	Empowering Women Event	Dist'n & File	03-Oct-11	N
30-Sep-11	E	Strategic Planning SG	Invitation to Councillor Consultation Event - draft Sustainable Community Strategy	Dist'n & File	03-Oct-11	N
30-Sep-11	E	Cllr Kitty Davies	Resignation from Footpaths & Allotments Committee	Clerk Action	03-Oct-11	Y
03-Oct-11	L	Darryl W Collins vice chair, Filton Town Council	Filton Airfield Closure - Consider supporting Filton Town Council in their campaign to ensure positive consideration is given to developing an "Aerospace park"	Clerk Action	03-Oct-11	Y
03-Oct-11	L	Bryan Painter	Inspection certificate	Clerk Action	03-Oct-11	N

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
01-Oct-11	T	Bryan Painter	Fault report - Birds nest cantilever spring	Clerk Action	03-Oct-11	Y
01-Oct-11	L	Highways Agency	Consultation - M4 J19-20 & M5 J15-17 variable mandatory speed limits	Clerk Action	03-Oct-11	Y
01-Oct-11	L	Boxap	Brochure	Dist'n & File	03-Oct-11	N
30-Sep-11	L	National Grid	Hinkley Point C. Connection Option	Dist'n & File	03-Oct-11	N
30-Sep-11	L	SG Planning	Application - 24 The Square, Alveston	Clerk Action	03-Oct-11	Y
30-Sep-11	L	L & J Gulwell	Interment of ashes Plot 42 + cheque £68.00	Clerk Action	30-Sep-11	N
04-Oct-11	L	SG Planning	Permit - Alveston Hill	Clerk Action	04-Oct-11	Y
05-Oct-11	L	CFS	Invoice £21.92	Clerk Action	05-Oct-11	Y
05-Oct-11	L	SG Planning	Application - Thornbury Cricket Club	Clerk Action	05-Oct-11	Y
05-Oct-11	L	Virgin Media	Invoice £26.40	Clerk Action	05-Oct-11	Y
05-Oct-11	E	NALC	Legal Briefing L9-11	Clerk Action	05-Oct-11	N
10-Oct-11	L	SG Council	Invoice £34.75 - Litter Bins	Clerk Action	10-Oct-11	Y
10-Oct-11	L	Bristol Water	Receipt for £1,796.40 payment	Clerk Action	10-Oct-11	N
10-Oct-11	L	Bryan Painter	Inspection certificate	Clerk Action	10-Oct-11	N
07-Oct-11	L	The Queens Diamond Jubilee Beacons	Guide to taking part & Info re purchase of Church Tower Beacon	Clerk Action	10-Oct-11	Y
07-Oct-11	L	Summers Memorial Masons	Application to erect memorial - Remains plot 53	Clerk Action	10-Oct-11	N
07-Oct-11	L	Roy & Rebecca Meredith	Allotment agreement/rent - Plot 16	Clerk Action	10-Oct-11	N
12-Oct-11	L	SG Planning	Application - Cedarstone, Rosewood Ave	Clerk Action	12-Oct-11	Y
12-Oct-11	L	SG Planning	Application - Willis Brake, 25 Gloucester Rd, Rudgeyway	Clerk Action	12-Oct-11	Y
12-Oct-11	L	Oldbury SSG	Meeting notice 2/11/11	Clerk Action	12-Oct-11	N
12-Oct-11	L	Greenfields Garden Services	Brochure	Dist'n & File	12-Oct-11	N
12-Oct-11	L	Bristol Water	Invoice £17.31 water rates, Jubilee Field	Clerk Action	12-Oct-11	Y
12-Oct-11	E	Shirley Whyte	Thanks re. Litter Pick 8th Oct	Dist'n & File	12-Oct-11	N