

**Minutes of the Parish Council Meeting
Held on 20th Feb 2012 at 7.30 p.m. in the Jubilee Hall.**

Present: - Cllrs John Cutland (JC) (Chairman), James Sumner (JS), Mike Webb (MW), Marcus Fry (MF), Bernard Willcox (BW), Terry Hunt (TH), Brian Lee (BL), Allison Peters (AP), Phil Squires (PS), Hannah Richmond (HR), Mr Steven Blick, Mrs Christine Casey.

Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Hannah Richmond (HR), Maggie Tyrrell (MT) (SGC), Shirley Holloway (SH) (SGC),

2. Evacuation Procedure

The evacuation procedure was noted

3. Public Participation

Mrs Christine Casey attended the meeting to update the Council on her meeting with Jon Cooke, the Head of St Helen's School.

The Head had been pleased that the school web site was linked to the parish Community Web site although the Clerk was to investigate if it could be made more prominent. A reciprocal link on the school web site was to be added.

Jon Cooke had agreed to attend the next Parish Council meeting on March 19th and brief the Council on the school's community activities.

The school will take an active part in the community Diamond Jubilee picnic celebrations and are seeking any photos of the village in the past. This activity is being supported by members of the Alveston History Society.

Contacts have been made with the local library about some oral recordings made by residents of the parish.

The school will continue its association with the Community Forum and will include in its future programme an opportunity to have visits from the Parish Council as well as our local MP Steve Webb. Invitations will be sent. It is also hoped to have visits from local professionals like the police, doctors, opticians, etc.

Chris Casey will give further update as appropriate.

4. Declaration of Interests

None

5. Co-option of new Council member

Following confirmation from the South Glos Returning Officer that no requests had been received for an election, the Parish Council is authorised to co-opt a new member to fill the current vacancy.

Cllr. John Cutland proposed Mr Steven Blick of 25 Wolfridge Ride, Alveston.
Cllr. Terry Hunt seconded the proposal.

Resolved: Mr Steven Blick of 25 Wolfridge Ride is co-opted to the Parish Council.

The Chairman welcomed Steve to the Council and wished him a successful tenure.

6. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 16th Jan 2012

Resolved: The minutes of the Parish Council meeting of Monday 16th Jan 2012 were accepted and signed by the chairman.

6.1. Matters Arising - none

6.2. Outstanding Actions

6.2.1. **110221-2 To add an addendum to the Standing Orders to enable greater efficiency of time during Council meetings.** **Action to Clerk**
Ongoing (20/2/12)

6.2.2. **110718-3 To urge the South Glos Playbuilder project team to provide and install the proposed Limekiln Field notice board.** **Action to Clerk**
The draft signs have been authorised and ordered from the suppliers, we await delivery. Despite very regular requests, we are still not in possession of a delivery date. The sign will be delivered on Friday 24th Feb.
Ongoing (20/2/12)

6.2.3. **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**
Cllr Terry Hunt urged the Clerk to progress this action.
Ongoing (20/2/12)

6.2.4. **120116 -1 to write to Jonathan Cooke with information about the Woodland Trusts "Plant a Tree for Jubilee" scheme.** **Action to Cllr Marcus Fry**
Letter sent. Action closed.

6.2.5. **120116 -2 to request a site visit from the SG Highways engineers to discuss the road junction A38/Davids Lane.** **Action to Clerk**
Site visit held 2-Feb 2012 Action closed.

Commenting on the actions since the site visit, JC expressed his disappointment that the Council had not been given an opportunity to comment on the formal proposed changes to the road junction before SG Highways had actually completed the work. Whilst the change in the island kerb position had been completed, it appears that the Highways engineers had totally disregarded the suggestion to make a more substantial change in the size of the island as JC had suggested. It was agreed that a letter should be sent to the Highways engineers expressing the concerns.

120220-1 To write to the SG Highways Engineers to request feedback on the site visit and why JC's suggestions had not been acted upon. **Action to Clerk**

7. Recommendations from Committees

7.1. **Planning** (Meetings 6th Feb) – BL reported on the meeting as in its minutes. BL also made specific reference to the considerations made to the Street Trading Application for a "stall" outside the shop in Down Rd where for a number of reasons the PC had objected.

7.2. **Playing Fields & Open Spaces** – (Meeting 6th Feb) – AP reported on the meeting as in the minutes.

- 7.2.1. Council Charges. - Increases to Council charges to take effect from April 1st 2012 had also been discussed at the F&GP committee meeting with the agreed recommendation that the following increases to Council charges should take effect from 1-April-2012.
Football +10%; Cricket +15%; Cemetery +10%

Resolved: The Council agreed that the following increases to the September 2011 Council charges are to take effect from 1-April-2012.
Football +10%; Cricket +15%; Cemetery +10%

- 7.2.2. Replacement Litter Bin at Cross Hands

The committee recommends the replacement of the litter bin at the Cross Hands play area at a total cost of £420.00 and to contract SGC to empty at a cost of £7.24 per month.

Resolved: To recommend the replacement of the litter bin at the Cross Hands play area at a total cost of £443.00 and to contract SGC to empty at a cost of £7.24 per month.

- 7.3. **Footpaths & Allotments** – (No Meeting)

- 7.4. **Finance and General Purposes** - (Meeting 5th Feb) – TH reported on the meeting as in its minutes.

8. Representatives Reports.

- 8.1. **Police Matters** -

Police Report - Tony Blackmore. PCSO 8752 had apologised to the Council that due to the demands of the recent tragic murder in Thornbury, he had been unable to make a report this month.

- 8.2. **South Gloucestershire Council**

No report.

- 8.3. **Jubilee Hall Management Committee**

BL reported that the Jubilee Hall charges were to be increased by 4%.

- 8.4. **Safer Stronger Communities Group**

JC reported that he had attended the most recent meeting but that there was nothing specific to the parish worth feeding back except that a member of the public had commented that the re-painting of the advisory parking restriction lines at Courville Close had been most successful.

BL reported that the next meeting of the SSCG was to be held on 25th April.

- 8.5. **Environmental Link Group**

BL reported that the next meeting of the Environmental Link Group was to be on 21st Feb but he was unable to attend. Unfortunately there were no other members able to attend in his stead.

- 8.6. **Youth Centre Management Committee**

AP reported that the Committee had secured a grant that would enable some refurbishment of the toilets although not sufficient funds to complete all the work required.
The Climbing wall was to be installed soon.

- 8.7. **Oldbury Site Stakeholders Group**

BW reported that the second reactor at Oldbury was due to be shut down prior to decommissioning at the end of February.

With the ceasing of power generation at the site, it is anticipated that the Socio-Economic Group which had been the source of many local grants including recent ones to the Youth Centre (£3k), St Helen's School (£1.5k) and the Allotments Association (£550) would be centralised. This would possibly make future local grants more difficult to obtain.

9. Community Forum

PS reported that following the success of the 2011 event it had been decided to hold a Christmas event at the Alveston Parade on Saturday 15th December 2012. It is hoped that it would be a larger event than 2011 and plans were quite advanced.

There was to be a Coffee morning on Saturday 24th March at the Methodist Hall to raise additional funds towards the erection of the Frank Barnwell Blue Plaque.

The Parade Working Group were planning to place some additional planters at the top of the slope.

They CF were hoping for a greater involvement with the schools particularly with their interest in the celebrations planned by the Aeroplane Industry at Filton.

The CF were to be involved with the Alveston Flower Show 2012.

The Community Forum AGM would be held on 4th April 2012 .

10. Allotments

The Clerk reported that the additional kissing gate had been installed.

A significant amount of woodchip had been delivered by Thornbury Town Council and would be spread along the track and entrance paths to make the surface safer.

11. Queens Jubilee 2012

AP reported that the planning was now well established for the Alveston Jubilee Celebration Picnic to be held on the Jubilee/Limekiln Playing Fields on Saturday 2nd June from 11.am until 2.00pm.

A number of local groups had been contacted and ideas exchanged. Further detail would emerge as activities are firmed up.

12. Correspondence

12.1. Correspondence for Information

A list of correspondence received is available from the Parish Office

12.2. Correspondence for Action

None

13. Authorisation of Payments.

13.1. Payments.

13.1.1. Payments recently authorised by Cllrs Brian Lee & Alison Peters

Details	Chq. no	£
Annual fee	2018	118.80
Indigo Starfish - antivirus software	2019	13.97
Annual Inspection	2020	192.00
John Lewis – John Dyer Award frame	2021	30.75
Funeral Services – plot 71	2022	85.00
Water Rates – cemetery	2023	19.94
Broadband to 29 th Feb	2024	26.40
Halfords – Football net pegs	2025	5.98
Photocopy services	2026	17.92
Grounds Mtce	2027	978.00
Total expenditure		1488.76

13.1.2. Payments authorised by Cllrs. Mike Webb and Brian Lee

Details	Chq. no	£
Room Hire to 16/1/12	2028	59.76
Litter bin emptying Dec-Jan12	2029	34.75
Telephone to May12	2030	76.81
Cemetery & Allotment Gates	2031	605.00
Salary & expenses	2032	1,105.59
Salary - Cemetery caretaker	2033	86.92
Salary - Inspect/daily sweep	2034	145.80
Total expenditure		2,114.63

13.2. Income Received

13.2.1. Recent Receipts

Details	Chq. no	£
Interment & Funeral Services Plot 71	Inc 2021	193.00
Memorial Plot 52	Inc 2022	65.00
Capital Grant – Allotment Water supply	Inc 2023	2600.00
Total income		2858.00

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

14. Any Other Business

14.1. John Dyer Award 2012.

With great regret and because of ill health, John Head has had to step down from chairman of the John Dyer awards committee.

BW proposed that, notwithstanding the lack of a chairman, there was now insufficient time to carry out the selection process and that the Council should not make an award this year but look to maintaining the same committee and start next year's selection process much earlier. Clearly the Council should urgently seek a new chairman.

Resolved: There was insufficient time left before the Annual Parish Meeting to allow proper consideration for the John Dyer award 2012. Because of this, no award will be made in 2012.

120220-2 To apologise to Betty Dyer that no John Dyer award would be made in 2012. Action to Clerk

120220-3 To seek a new chairman of the John Dyer award committee.

Action to Cllr John Cutland

14.2. Replacement Mandate for Bank of Ireland

The following resolution is a requirement of the new Bank of Ireland Mandate.

Resolved: The Council adopts the following mandate.

1) For the purposes of this Resolution the term "the Account Holder" shall where the context so permits or requires include any Not for Profit Organisation named as the Account Holder in the Mandate.

2) Bank of Ireland UK (the "Bank") is hereby requested to continue one or more accounts, in the name of the Account Holder, at any branch (es) or department of the Bank.

3) The Bank is hereby authorised to honour and negotiate all cheques and other negotiable instruments drawn, made, endorsed or accepted on behalf of the Account Holder and to act on all instructions relating to the accounts affairs or transactions of the Account Holder, notwithstanding that such action may lead to borrowing or cause any of the accounts to be overdrawn or any overdraft to be increased provided that they are signed on behalf of the Account Holder in accordance with the Mandate.

4) The Bank be supplied with a list of the officials authorised to sign in accordance with the Mandate, together with their specimen signatures and the Bank be given notice in writing, signed by the then Chairperson or Secretary and any one of the Authorised Signatories (set out overleaf), of any change which may occur from time to time in the list of Authorised Signatories and of any changes which may occur from time to time to the Council Members of the Account Holder.

5) The Bank is hereby requested to grant accommodation from time to time by way of overdraft, loan or otherwise for the purposes of the Account Holder, on such terms and conditions as are then current or may be stipulated by the Bank from time to time.

6) The Bank is authorised to act on any instruction to countermand or revoke any cheque, draft or order to pay before it is affected provided that the same is signed on behalf of the Account Holder in accordance with the Mandate set out overleaf.

7) The Bank is hereby authorised in respect of any information and/or copy documents supplied to the Bank to enable the Bank to comply with its obligations to establish the identity of the Account Holder in accordance with the UK money laundering legislation, at any time, to its close to, transfer to, or send copies thereof to any branch, any other member of the Bank of Ireland Group or persons so authorised under UK legislation who may at any time provide or be requested to provide any services to the Account Holder.

8) Any information and/or copy documents which have been supplied to any member of the Bank of Ireland Group or any branch of the Bank to enable it to comply with its obligations to establish the identity of the Account Holder in accordance with the UK money laundering legislation may at any time be disclosed or transferred to, or copies thereof sent by such member or branch to the Bank or another branch of the Bank so as to enable the Bank to comply with its obligations under UK legislation. For the benefit of any such member of the Bank of Ireland Group, the Account Holder confirms that such member may act on this authorisation as if it were specifically addressed to such member.

9) The Bank is hereby authorised in respect of any information supplied to the Bank relating to the identity of the Account Holder or in any connection with any matter arising from any application made to the Bank to make all and any enquiries the Bank considers appropriate or disclose any information contained in this form or any such application to, any third party providing a credit reference service and the Account Holder confirms that the Bank may disclose information relating to any account (if opened) and its operation to any credit reference agency.

14.3. Attendance at South Glos Council Event 19/3/12 – Neighbourhood Planning for Parish & Town Councils.

The members were reminded of the event.

14.4. Dog Fouling at/near cemetery

Recent problems have been reported with dog-fouling at the cemetery. It appears that we have a number of different problems.

1. Several recent incidents of people walking their dog down the concrete paths in the cemetery.
2. People walking their dog down the footpath at the side of the cemetery and then dropping the dog waste bag over the fence into the cemetery.
3. Same as (2) but throwing the dog waste bag into the bushes.
4. Dog mess/waste bags left at the entrance to the cemetery.

The following actions were considered, to install a Dog Waste bin in the locality. (Cost of bin approx £200 + install then £4.50 per month), install additional notices specifically pointing out "Dogs not allowed" or do nothing.

Resolved: To install additional "Dogs not Allowed" notices at the cemetery.

120220-4 To install additional "Dogs not allowed" notices at the cemetery.

Action to Clerk

14.5. Communications

BW expressed disappointment that a recent political circular delivered to every house in the Parish had given the impression that the installation of the new pedestrian crossing in Down Road had been as a result of District Councillors actions with no acknowledgement of the Parish Council's very long period of lobbying for the crossing.

BW felt that this was not the first time this had happened and thought something should be said especially as the district councillors are ex-officio members of the Parish Council.

There was general agreement to BW's views but it was agreed that a personal approach should be made to make the point rather than to formalise any objections. It was agreed that our good relationship with the District Councillors was very important and should be stressed but the members were very disappointed with this issue.

14.6. War Memorial

The Clerk reported that the contract to renovate the War Memorial in the Churchyard was now complete but suggested that to give a better finish to the job, a small amount of landscaping should be undertaken to raise the level of grass to cover the concrete foundations. This was agreed.

120220-5 to obtain estimates for minor landscaping around the War Memorial.

Action to Clerk

14.7. Rudgeway verge damage

PS asked if the Council could take action to stop the excessive parking of cars on the A38 verges and particularly near the junction with Church Rd. The grass verge was badly damaged and rutted as a result of the number of cars regularly left "for sale". Car trading was not restricted to this area but also on other wide verges along the A38.

It was agreed to make a report of the problem to SG Streetcare.

120220-6 to report the verge damage problems along the A38 to SG Streetcare.

Action to Clerk

Meeting closed at 8.50pm.