

**Minutes of the Parish Council Meeting
Held on 15th April 2013 at 7.30p.m. in the Jubilee Hall.**

Present: - Cllrs John Cutland (JC) (Chairman), Allison Peters (AP), Marcus Fry (MF), Mike Webb (MW), Bernard Willcox (BW), Phil Squires (PS), Brian Lee (BL), Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs Terry Hunt (TH), James Sumner (JS) Steven Blick (SB), Maggie Tyrrell (MT) (SGC), Shirley Holloway (SH) (SGC),

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

4. Public Participation

Graham Smith, the candidate chosen to be the new Parish Clerk & RFO was in attendance and was introduced to all members present.

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 18th March 2013

13.003 Resolved: The minutes of the Parish Council meeting of Monday 18th March 2013 were accepted and signed by the chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. **130218-2 to request SGC for a tree inspection is performed on the tree outside St Helen's church.** **Action to Clerk**

Work appears to be undertaken. Action Closed.

6. Recommendations from Committees

6.1. **Planning** (Meetings 18th March, 8th April) – Cllr Brian Lee reported as in the meeting minutes.

The main item on recent agendas has been the repeat application to enlarge the Memorial Woodlands. On two occasions the meetings have been well attended by local residents and on the latest meeting the owner of the site addressed the committee. The consultation response was an objection to the application on a number of points mostly in support of those expressed by the local residents.

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

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

6.3.1. Allotment Access Track

The Clerk requested that the Council confirms the amount approved to fund the purchase of materials for the Allotment Access track.

13.004 Resolved: The Council authorises a sum of up to £1,500 for the purchase of materials to renovate the Allotment Access Track.

6.4. **Finance and General Purposes** - (Meeting 8th April) JH reported on the meeting as in the minutes.

6.4.1. Accounts & Financial Statement to 31st March 2013

The draft document was discussed and members made comment for corrections and adjustments to be made. In particular, it was felt more clarity should be made in the explanation of the Ear-marked Reserves and a specific account should clearly explain the "capital loan" made from the ear-marked Reserves to fund the allotments.

The revised documents for approval are presented.

13.005 Resolved: The Accounts & Financial Statement to 31st March 2013 are approved.

6.4.2. Annual Return 2012/13

The F&GP committee recommends approval of the Accounting Statement and Annual Governance Statement 2012/13

13.006 Resolved: The Accounting Statement and Annual Governance Statement 2012/13 is approved.

7. Representatives Reports

7.1. **Police Matters** - Report emailed by PCSO 8752 Tony Blackmore.

March:

Five calls from resident of Alveston over the past month claiming to have been burgled and other similar claims; officers have investigated each claim and found no evidence. Resident suffers from certain issues and is well known to local Police.

19th – Rudgeway, a female was out walking her dog when a male shouted threats to shoot her dogs for being in the field, was found to be on public right of way, male has since been advised by Police.

19th – Report of suspicious males knocking on doors in Alveston trying to sell double glazing, males were very pushy, would not take no for an answer, victim was elderly. Police searched area but nobody was seen in the area.

20th - Resident called Police with regards to cold callers in Alveston in the early evening, Police attended and stopped five people, both people and vehicles nearby checked, company and persons were found to be genuine after identity checked. Caller re-called and thanked.

24th – Report at Earthcott Green that a loose dog was scaring cows, unfortunately one cow suffered severe injuries trying to escape from dog and had to be later put down by vet. Owners located nearby and settlement being reached between both parties.

26th- Corrosive fluid was poured over a car in David's Lane, Alveston overnight, enquiries were made but proved negative with residents, with nothing seen or heard, no Cctv covering area either.

27th – 3rd April – Lead was stolen from a garage roof in The Square, Alveston, unfortunately due to the time frame, house to house enquires proved negative and crime there was found to be no scope for crime scenes officer.

April:

4th – A suspicious Ford Transit van, white in colour was seen in and around Alveston, occupants were seen paying attention to livery yards & stables. Checks were made on registration of the van, which shows a keeper in Yorkshire.

5th – A van was stopped in Alveston by Police and a search was conducted of the driver and vehicle as drugs could be smelt. An amount of cannabis was found and the male has been dealt with for the offence.

- 6th – On the A38 a passing Police officer found a male self-harming himself with significant blood loss, passing residents assisted officer treat the male until he was conveyed from the scene by an ambulance.
- 8th – A resident of Quarry Mead was concerned by a passing male enquiring about a campervan for sale; this was because of the cul-de-sac location.
- 8th – A group of youths/young adults were found by staff to be loitering in the car park of The Ship, no damage was caused and nothing stolen, passing attention by Police but no further sightings.
- 9th – Charity bags which had been placed out for collection were seen by resident in The Square to be taken by occupants of a grey van, the van had no sign writing on it and no registration number was seen. A short while after, the genuine charity van arrived to collect the bags, which appeared to have been stolen. Enquiries are on-going.

7.2. South Gloucestershire Council

Alveston to Old Down Footway

It has been reported from SG that the completion of the footway between Alveston and Old Down will take place in July this year as soon as the school term ends. The Down Road will be closed intermittently with diversions operating.

7.3. Jubilee Hall

BL reported that the committee were progressing, albeit slowly their fact finding and determination of possible actions re. the Youth Centre Car Park. It was not an easy problem to resolve.

BL also reported that the Jubilee Hall income had been less than the previous year by approx. £5k.

7.4. Alveston Trust

BW, as the retiring representative trustee, reported that he was pleased with the changes that had been made to the trust during his tenure with the purchasing power of the assets now released and the trust was now on a much firmer footing with its longevity more assured. The greatest issue they probably faced in the immediate future was to modernise the awards process. BW wished his successor representative every success in continuing the good management of the Trust. The Chairman thanked Bernard Willcox for the key part he had played in the changes instigated in the way the trust was operating.

8. Community Forum

PS reported that the Community Show in September was currently the main focus of the Forum's activities.

A Community Breakfast has been organised for 30th April at The Masons Arms, Rudgeway, all are welcome.

A Coffee morning is to be run at the Methodist Hall on Saturday 15th June. Please encourage people to attend as it's a key community event and money raiser.

9. Correspondence

9.1. Correspondence for Information

A list of correspondence received is available from the Parish office.

9.2. Correspondence for Action

Street Light in Church Rd. Rudgeway

The Clerk reported that he had received a communication from a resident in Church Road asking if his street light could be left on all night. Apparently he had been referred to the Parish office by

South Glos Council. The Clerk had discussed the response the resident had received from SG with the Street Lighting manager who had apologised and confirmed that all such applications should be sympathetically investigated in the first instance by SG and only if thought necessary should the Parish Council be drawn into the discussion. New guidelines had been issued to the SG Front Office staff.

Phone calls had been made and a letter had been sent to the resident explaining the policies in operation and he appeared to be resigned to the street light being switched off under the part-night lighting scheme. An email of thanks had been received from the resident's daughter.

10. Authorisation of Payments

10.1. Payments.

10.1.1. Payments authorised at the F&GP meeting 8th April

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs John Cutland and Brian Lee 3-Apr-2013

Details	Chq. no	£
Cartridge Save – Printer cartridges	2236	84.62
Litter Bin emptying March 2013	2237	27.22
Dog Bin emptying to 31/3/13	2238	81.79
Staples – Stationery	2239	61.45
Gardiner Haskins – Cleaning Equip	2240	17.97
Photocopy Services	2241	40.01
Grounds Maintenance	2242	1,038.20
Total Expenditure		1,351.26

10.1.2. Payments authorised by Cllrs Brian Lee and John Cutland

Details	Chq. no	£
LCR Subscription	2243	16.00
B&Q - Bus Shelter Paint	2244	52.14
Broadband	2245	26.40
Room Hire	2246	73.32
Tax & NI Payments	2247	1,578.70
Post Office - Stamps	2248	20.40
Room Hire	2249	20.50
Salary - Cemetery Caretaker	2250	88.39

Details	Chq. no	£
Salary - Inspect/sweep	2251	173.50
Salary & Expenses - Clerk	2252	1,241.73
Water Services - Allotment	2253	58.65
Total Expenditure		4,387.93

10.2. Income Received

10.2.1. Recent Receipts noted

None

13.007 Resolved: That all receipts and payments presented to the PC meeting on 15 April 2013 were accepted.

11. Any Other Business

11.1. Consultation on changes to Highway & Streetscene services in South Glos.

It was agreed to invite Mark King the Street Services manager to a PC meeting to explain the detail of the consultation proposals specific to Alveston Parish.

11.2. Annual Parish Assembly

All those giving reports had confirmed their attendance and in most cases had provided a copy of the report to the Clerk. The WI had agreed to provide refreshments.

11.3. Appointments Panel for New Clerk

The Chairman thanked all members who had taken part in the selection process for the new Clerk and particularly Cllr Alison Peters who had led the selection and even provided the venue for the interviews.

Meeting closed at 8.10pm.

**The next Council Meeting is on
Monday April 15th 2013 in the Jubilee Hall**