

**Minutes of the Parish Council Meeting
Held on 17th March 2014 at 7.30pm in the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Terry Hunt (TH), Phil Squires (PS), Marcus Fry (MF), John Cutland (JC), Mike Webb (MW), Steve Blick (SB), James Sumner (JS), Paul Caddick (PC), Maggie Tyrell
Graham Smith (Clerk)

1. Apologies for Absence

Ann Wilkins (AW), Shirley Holloway (SH) (SGC), Chris Casey, Tony Blackmore.

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

Ivor Bryant, Youth Centre

5. Minutes and matters arising from previous meetings

5.1. Parish Council meeting of Monday 17th March 2014: -

(TH) requested that item 9.4.2, (waive of regulations) be inserted as a resolution within the minutes.

5.2. Matters Arising: - (Clerk) presented letter regarding the resident consultation relating to the installation of outdoor gym equipment and requested that this be distributed.

140317-01 – Circulate letter to residents involved in consultation re – gym equipment.

Action to Clerk

(Clerk) informed the Council that he approached Thornbury Town Council requesting advice relating to their policy for dog walking on public playing fields. Whereas the Mundy fields were available to dog walkers issues remained with regard to dog fouling and owners not clearing up. (MT) commented that as Jubilee Fields do not allow dogs to enter it would be useful to compare the policy relating to the Chantry field which, also does not allow dogs. It was suggested that as the Chantry field is monitored by voluntary responsible dog walkers groups that this avenue be investigated.

140317-02 – Investigate Dog Walker Groups and SGC Dog Walkers scheme.

Action to Clerk

5.3 Outstanding Actions: - Clerk reported progress relating to outstanding actions as detailed on the action list.

6. Agenda for Annual Parish Meeting

Wednesday 16th April 2014 at 7.30 pm. Jubilee Hall,

1. Welcome by the Parish Council Chairman

2. Reports

Jubilee Hall Management Committee
Youth Centre Management Committee
Alveston Charities (Alveston Trust)
St Helen's School Governors

3. The Community Forum

4. Parish Council Chairman's Report

5. Committee reports and question time.
Parish Budget & Finances
Planning Committee
Playing Fields & Open Spaces
Footpaths & Allotments
7. End of business

140317-03 – Contact WI requesting assistance with regard to the provision of tea & biscuits.
Action to Clerk

140317-04 – Prepare badges to issue to all councillors.
Action to Clerk

140317-05 – Send invitations to all groups.
Action to Clerk

7. Policy Documents

7.1 Code of Conduct

The Code of Conduct policy document (issue 4) were distributed and reviewed by council.
(AP) propose & (TH) second.

13084 Resolved: Issue 4 of the Code of Conduct Policy document is accepted.

7.2 Terms of Reference of Alveston Parish Council Standing Committees

(MF) proposed an addition to the document with regard to new responsibilities as a consequence of the change of policy by South Gloucestershire Council re Highway adopted land grass cutting, dog bins and flower bed contract and monitoring. (JC) seconded.

13085 Resolved: Footpaths & Allotment Committee terms of reference 7 add (g) – Oversee the management of the contract with South Gloucestershire Council relating to Highway adopted land grass cutting, empty of dog waste bins and maintenance of flower bed.

(JC) proposed item (4) under Standing Committees (Page 3) wording should be changed from “May” to “Should”. (TH) seconded.

13086 Resolved: Item (4) under Standing Committees (Page 3) wording to be changed from “May” to “Should”.

(JC) proposed item (3) under Finance & General Purposes Committee – Terms of Reference (page 4) that the time indicated should be removed. (TH) seconded.

13087 Resolved: Item (3) under Finance & General Purposes Committee – Terms of Reference (page 4) remove time indicated.

(JC) proposed item (8 – a - iv) under Playing Fields, Open Spaces & Cemetery Committee – Terms of Reference that as Alveston Parish Council relinquished the lease of the Youth Centre Car Park that this item should be deleted. (AP) seconded.

13088 Resolved: Delete Item (8 – a - iv) under Playing Fields, Open Spaces & Cemetery Committee (page 5) – Terms of Reference Youth Centre Car Park.

7.3 Grant Aid Policy

The Grant Aid policy document (issue 1) were distributed and reviewed by council.
(AP) propose & (MW) second.

13089 Resolved: Issue 1 of the Alveston parish Council Grant Aid Policy document is accepted.

8. Review and Recommendations from Committees:-

- 8.1. **Planning** (Meeting 17th February) – (MW) reported as detailed within the Planning meeting minutes.
- 8.2. **Playing Fields & Open Spaces** (No meeting)
- 8.3. **Footpaths & Allotments** – (Meeting 3rd March) – Cllr Marcus Fry reported on the meeting as in the minutes dated 3rd March:
(JC) requested that the price increase relating to half plots be included in the minutes.
- 8.4. **Finance and General Purposes** - (Meeting 3rd March) – Cllr Terry Hunt reported on the meeting as in the minutes dated 3rd March:

9. Representatives Reports

- 9.1. **Police Matters** - Report emailed by PCSO Tony Blackmore.

February

Sunday 23rd – Male found of possession of Cannabis, Vattingstone Lane, arrested and dealt with by way of a caution.

Monday 24th – Attempt burglary, Bridleway. Resident heard a bang on his front door, did not investigate this. Noticed some days later that his door had some jemmy marks on it, a sharp implement believed to have been used, nothing seen or heard by neighbours.

March

Sunday 2nd – Theft of motorbike from Down Road, cctv in the area checked but too distant to identify offenders. Nothing seen or heard by neighbours.

Monday 3rd – Theft of a mobile phone at Marlwood School from a desk. A pupil has been arrested and dealt with for this offence.

Sunday 9th – Attempt burglary, Rudgey Park, again jemmy marks left, this time on front and back windows. No cctv covering area, nothing seen or heard by neighbours.

- 9.2. **South Gloucestershire Council** – Maggie Tyrell reported

Communication relating to the new policy of green waste collection and re-cycling is underway. The decision to implement charges was not taken lightly by South Gloucestershire Council and a great deal of time was spent looking into the impact of this and suitable potential alternatives. The conclusion being that the council are committed to having to cut costs and the green waste bins being a logical choice as a provision was being made to many residents who did not take advantage of the facility.

(PS) raised the issue of fracking and South Gloucestershire Council's policy on this to which (MT) stated that SGC will be looking at this but as yet there is no policy or debate on fracking as the council are concentrating on matters arising with the advent of the new power station.

With many retrospective planning applications being granted recently Alveston Parish Council are concerned that any planning decision relating to fracking will be "fait au complis" and without sufficient consultation. (MT) assured the council that there will be significant debate on the issue when and if it arises.

140317-06 – Write a formal letter to South Gloucestershire Council to establish thoughts with regard to their approach to fracking in the area.

Action to Clerk

(MT) reported that a meeting had been held with John Cooke and a St Helens School governor with regard to traffic speeding and parking issues outside the school, (the small budget officer had also investigated but reported that no money was available). Safer, Stronger Communities Group had discussed the subject at their meeting whereby it was decided that this issue be referred to SG Highways where a budget for investigation & design was available and this would be treated as a top priority, once completed a more formal consultation will be administered. An email had been received from Mr Spens, Headmaster at St Helens School advising that money may be available from an Avon & Somerset Police Grant and (MT) reported that a sum of money from the sale of homes to Merlin Housing, which must be spent by the end of 2014/15 financial year may be made available for this purpose.

9.3. **St Helen's School Community Governor's Report** - Report emailed by Chris Casey.

The Head with a team of interested pupils are working on a new school website. The links to Alveston.org have been mentioned and the contact details of the clerk been given.

The week commencing 10th March see the governors involved in a Governors Day. This will involve a learning walk with the Head and another Head from an outstanding school. A meeting with the governors of Almondsbury school to learn about their preparation for their recent Ofsted visit is also being organised.

9.4. **Other Representative Reports**

None

9.5. **Jubilee Hall**

None

9.6. **Youth Centre**

Ivor Bryant presented to the Council proposed plans relating to the construction of a replacement porch outside the Youth Centre. (AP) proposed and (TH) seconded that the Parish Council support the designs as submitted pending any potential planning permission and approval from the Jubilee Hall management committee.

13090 Resolved: The Parish Council support the aspirations of the Youth Centre Management Committee relating to the construction of a replacement front porch.

9.7. **Alveston Trust**

(JC) reported that the next meeting is on the 7th of April which he will attend and asked the Parish Council to note his intention to continue as representative for 2014/15.

9.8. **John Dyer Award –**

(Clerk) reported that a presentation will be made at the Annual Parish Assembly and that it is the intention of the John Dyer Award committee to request that Adrian Dyer present the award (subject to availability).

9.9. **Safer Stronger Community Group**

None.

10. Community Forum – (PS) reported:-

The AGM took place on Wednesday 5th March 19:30PM at the Ship Hotel where the dissolving of the Forum was discussed as many felt that the organisation had completed its original objectives. It was decided however, that the Forum should continue to exist in a less active state so it may be reactivated if required in the future. A new Chairman and Secretary were elected and the treasurer was elected to continue for a further year. The forum will continue to be involved with the Alveston Parade and a Christmas Show.

11. Correspondence

11.1. **Correspondence for Information**

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

11.2. Correspondence for Action

None

12. Authorisation of Payments

12.1. Payments.

12.1.1. Payments authorised at the F&GP meeting 3rd March

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs Alison Peters & John Cutland

Details	Chq. no	£
Grounds Maintenance Contract-Feb	2384	1038.20
SLCC Annual Subscription	2385	165.00
Honours Board – Lettering	2386	65.00
Repairs - Park Equipment H & S report	2387	318.00
Cemetery – Water Services	2388	21.01
Total Payments		£1607.21

12.1.2. Payments authorised by Cllrs John Cutland & James Sumner & Alison Peters

Details	Chq. no	£
Broadband Supply	2389	26.40
Photocopies & printing	2390	17.87
Annual Subscription NALC & ALCA	2391	477.77
Councillors Expenses	2392	6.00
Dog bin empty (9 weeks @ £9.18)	2393	99.14
Litter bin empty (2 months @ £27.54)	2394	66.10
IT migration of phone, email, domain	2395	94.50
Monthly Salary / Mileage / Expenses	2396	1213.51
Monthly Salary	2397	296.65
Monthly Salary	2398	89.93
Total expenditure		£2387.87

12.2. Income Received

12.2.1. Recent Receipts

Details	Chq. no	£
HM Revenue & Customs	N/A	2432.60
Thornbury Falcons FC	Inc2371	202.80
Total Receipts		£2635.40

13.091 Resolved: That all receipts and payments presented to the PC meeting on 17th March 2014 were accepted.

13. Any Other Business

- 13.1. (PS) requested that the location of the Twinning Association Hog Roast be positioned by the Boules Court at the Lime Kiln Field.
- 13.2. (MF) requested that, although outside the Parish boundaries, that Marlwood School be approached in order to involve the school in Parish initiatives.

140317-07 – Write a letter to Mrs. Warns in order to initiate discussions.

Action to Clerk

- 13.3. (JC) Requested an update with regard to 20MPH speed limits being introduced within the Parish. (MT) responded by stating that this initiative is not yet underway however, the processes involved in reducing the speed limit from 40MPH to 30 MPH at Strode Common is underway.
- 13.4. (AP) confirmed that an informal meeting of councillors will take place at the Bush Room on Monday 28th April at 19.30PM.
- 13.5. (Clerk) informed all council members that the next meeting will be at the Alveston House Hotel.
- 13.6. (AP) informed councillors that this meeting is the last Parish Council meeting that Mr John Cutland will attend in the position as councillor and thanked John for his length of service and dedication throughout. Mr Cutland replied by stating that he had enjoyed working on the Parish council and wished the best for the future

Meeting closed at 9.00 pm.

**The next Council Meeting is on
Monday April 14th 2014 at the Alveston House Hotel**