

**Minutes of the Parish Council Meeting  
Held on 20<sup>th</sup> June 2016 at 7.30pm at the Jubilee Hall.**

**Present:** - Cllrs Marcus Fry (MF) (Chairman), James Sumner (JS), Anne Curtis (AC), Mike Webb (MW), Steve McMillan (SM), Shirley Holloway (SH), Graham Smith (Clerk)

**1. Apologies for Absence**

Alison Peters (AP), Paul Caddick (PC), Steve Blick (SB), Maggie Tyrrell (MT), PC Sean White (SW), Chris Casey (CC).

**2. Evacuation Procedure**

The evacuation procedure was noted

**3. Declaration of Interests**

None

**4. Public Participation**

Janet Williams

**5. Minutes and matters arising from previous meetings**

5.1 Acceptance & signature of minutes for Parish Council Meeting 16<sup>th</sup> May 2016

**16.021 Resolved:** The minutes of the Parish Council meeting of Monday 16<sup>th</sup> May 2016 were accepted and signed by the chairman.

6.2 Matters Arising:

(JS) requested that (Clerk) investigate with Cromhall Media improved links for Police information on Alveston.org

**PC160620-01:** Investigate with Cromhall Media improved links for Police information on Alveston.org.

**Action to (Clerk)**

6.3 Outstanding Actions:

(Clerk) informed councillors that all (Clerk) actions are on schedule.

**6. Review and Recommendations from Committees:-**

6.1. **Planning**– (Meeting – 16<sup>th</sup> May / 6<sup>th</sup> June) Cllr Mike Webb reported on the meetings as detailed within the Planning meeting minutes.

6.2. **Playing Fields & Open Spaces** – (No Meeting) – Cllr Anne Curtis reported to Cllrs that an unsatisfactory repair had been made to the platform on the play equipment in the Lime Kiln play area. A hole had appeared due to a mix of corrosion and vandalism and it was deemed necessary to make good the whole platform area, however the repair made was deemed unsatisfactory but did bring to light that a metal panel covering the hole would prove to be satisfactory and (Clerk) instructed a further repair which is now fit for purpose.

6.3. **Footpaths & Allotments** – (Meeting 6<sup>th</sup> June). Cllr Marcus Fry reported on the meetings as detailed within the Footpaths & Allotment meeting minutes and requested that Cllrs approve the proposed upgrades to the Bus Shelters as described by SGC within the consultation document and recommended by the committee. (AC) seconded and all Cllrs approved unanimously.

**16.022 Resolved:** The Parish Council approve the proposed upgrades to the Bus Shelters as described by SGC within the consultation document.

6.4. **Finance and General Purposes** - (Meeting 6<sup>th</sup> June) (JS) reported as detailed within the F & GP minutes.

Re-investment of the Council reserves currently held with the co-op matures on the 24th June and (JS) proposed that the Parish Council approve the Finance Committee recommendation that all investments and accrued interest remain within the co-op investment account for a further year. (SM) seconded the proposal and all members unanimously agreed.

**16.023 Resolved:** The Parish Council approve all investments and accrued interest remain within the co-op investment account for a further year.

(Clerk) informed Cllrs that the bank mandate for both co-op accounts required updating and as these were investment accounts requested that the signatories be that of the Finance & GP committee. Cllrs signed and approved the mandate.

**16.024 Resolved:** The Parish Council approve the new bank mandates for both co-op investment accounts.

## 7. Representatives Reports

7.1. **Police Matters** – No Police report was available

7.2. **South Gloucestershire Council** (SH) informed Cllrs that a meeting of Thornbury Town council was to take place at the Thornbury Town Council chamber with regard to the planning application for a “Garden Village” development proposal located at Buckover / A38.

7.3. **St Helens School** – No report was available. (MF) reminded Cllrs that the St Helens School Summer Fair will take place on the 25<sup>th</sup> June and this will be a re-running of the 50<sup>th</sup> Anniversary Exhibition.

7.4. **Alveston Community Forum** – (MF) informed Cllrs that the Lime Kiln field will be used by the Scouts on Saturday September 3<sup>rd</sup> for a social get together for residents organised by the Scouts.

7.5. **Jubilee Hall** – No report.

7.6. **Youth Centre** – (JS) informed Cllrs that the change of Parish Council representative had been communicated to the Youth Centre Committee and that (SM) will be attending the next meeting.

7.7. **Other Representative Reports** – (JS) reported the progress of the Green Space Development Committee as detailed in the Minutes of Meeting 13<sup>th</sup> June 2016. The committee is awaiting the results of the Atkins survey before any further decisions can be taken. Representatives from South Gloucestershire Council Streetcare Division attended the meeting and their input and advice was extremely useful for members of the committee.

## 8. Grant – Green Britain Foundation

(SH) informed Cllrs the Ecotricity had offered to fund a grant to local communities and charities which equates to a proportion of the Kilo Watt output from wind turbines which are soon to be installed at the Alveston Parish Council / Frampton Cotterell boundaries, the total amount being £6,900 PA for 25 years split between the two parishes.

Ecotricity specifically state that the grant is available to support projects relating to a greener Britain, wildlife and natural habitats and applicants must provide evidence that their project will meet the criteria. Registered Charities or community groups may apply for the grant through a specific application process and an application form will be available online at Alveston.org.

Thought is to be given from Cllrs as how best to communicate this to local groups and charities and (Clerk) should liaise with (SH) to discuss the best way forward and how to implement the process.

**PC160620-02:** Discuss with (SH) a method of communicating and implementing the grant process.  
*Action to (Clerk)*

## 9. Seed Planting – Parish Council Land

Janet Williams from Alveston Guide Group requested that Cllrs consider allowing the Guides to scatter wild flower seeds at allocated locations within the Alveston Parish. The Guide group have

received packets of wild flower seeds from the “Grow Wild” campaign organised by Royal Botanical Gardens, Kew and are looking to do this activity in the summer term. (June / July).

(Clerk) informed Cllrs / Ms Williams that even though the seeds are for “wild” flowers that in order to ensure the seeds take, ground has to be prepared and “competition” removed (area should be weed free). (MW) informed Cllrs that ground preparation and seed planting should take place in Spring and ideally March as the ground begins to warm.

(JS) confirmed that Cllrs were in favour and proposed that this be placed as an agenda item for the Playing Fields & Open Spaces Committee on September 5<sup>th</sup> where timings and locations can be discussed in preparation for Spring / Summer 2017

## 10. Correspondence

### 10.1. Correspondence for Information

(Appendix A)

### 10.2. Correspondence for Discussion / Action -

(Clerk) read to Cllrs an email from NALC advisor stating that a public consultation relating to the proposed increase in grounds maintenance fees as a result of placing boulders on the Down Road green space did not need to go to public consultation although it is advisable to keep public updated. (Clerk) confirmed that this was being done via both Website and Helmet.

## 11. Authorisation of Payments

### 11.1. Payments.

Payments authorisation 6<sup>th</sup> June 2016 by Cllrs James Sumner and Anne Curtis

Details	Chq. no	£
Grounds Maintenance Contract - May	2696	1272.14
Water – Jubilee Hall Playing Field	2697	20.01
Water – Allotments	2698	28.13
Internal Audit	2699	268.80
123 reg – email domain renewal	2700	16.78
Internments & Flowers	2701	200.00
Utilities Search	2702	282.00
Litter Bin Empty	2703	66.10
Room Hire	2704	94.58
Repair to platform – 16-001	2705	162.00
Total Payments		£2,410.54

### 11.2

Payments authorised by Cllrs James Sumner & Mike Webb

Details	Chq. no	£
Salary–Inspection/Clean/BS Paint	2706	331.28
Clerk – Salary & Expenses	2707	1277.74
Invoice 38085 – Photocopy Print	2708	11.62
Quarterly localism charges	2709	1297.59
Total Payments		£2,918.23

## 11.3 Income Received

## Recent Receipts

Details	Ref.	£
Precept	T/Fer	26629.50
LCTR	T/Fer	564.00
Allotment Rent – Plot 1A	Inc2693	17.00
Allotment Rent – Plot 31	Inc2690	28.35
Gross Interest	T/Fer	3.46
Allotment Rent – Plot 33	Inc2695	28.35
Allotment Rent – Plot 25	Inc2695	28.35
Allotment Rent – Plot 2	Inc2694	28.35
Total Receipts		£27,327.36

**16.025 Resolved:** That all receipts and payments presented to the PC meeting on 20<sup>th</sup> June 2016 were accepted.

**12. Website / Helmet**

Agenda item – 8

(JS) recommended that a “Call for Ideas” be placed on the website for improvements to park areas and ideas for new play equipment.

**13. Any Other Business**

(MW) informed (Clerk) that the road sign on the A38 which points to Rudgeway Park had been hit and was pointing in the wrong direction.

(MF) informed Cllrs that he had been interviewed on Radio Bristol on the 11th June. (JS) enquired if it were possible to obtain a “pod cast” of the interview and place this on the website.

Meeting closed at 20.30 pm

**The next Council Meeting is on  
Monday July 18<sup>th</sup> 2016 at the Jubilee Hall**