

**Minutes of the Parish Council Meeting
Held on 18th July 2016 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Marcus Fry (MF), Paul Caddick (PC), James Sumner (JS), Anne Curtis (AC), Mike Webb (MW), Steve McMillan (SM). Shirley Holloway (SH), Chris Casey (CC), PC's Sean White (SW), Tony Blackmore (TB), Roley Locke (RL).
Graham Smith (Clerk)

1. Apologies for Absence

Steve Blick (SB), David Morgan (DM), Maggie Tyrrell (MT).

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

Michael Josey (Chairman JDA committee) (MJ)

5. Minutes and matters arising from previous meetings

5.1 Acceptance & signature of minutes for Parish Council Meeting 20th June 2016

16.029 Resolved: The minutes of the Parish Council meeting of Monday 20th June 2016 were accepted and signed by the chairman.

5.2 Matters Arising:

(Clerk) drew to Cllrs attention a letter received from Eco-Tricity regarding the commencement of works to install a wind turbine on land bordering Alveston and Frampton Cotterall and a request from Eco-Tricity that a Councillor be nominated to attend their progress & community consultation meetings. (AP), (MF) & (MW) agreed to be representatives and (AP) recommended that any one of the three councillors may attend the meetings and represent Alveston Parish Council.

(MF) stated to Cllrs that he had noticed a large number of Drop Kerbs being installed within the Parish and enquired whether any Cllr was aware that this work was to take place. No Cllr was aware that this work was scheduled however; (MJ) informed the Cllrs that he had spent time with SGC investigating the most practical locations for drop kerbs.

(Clerk) informed Cllrs that subject to no major objections during the public consultation process, the bus shelter upgrade within the Parish will commence in September 2016.

5.3 Outstanding Actions:

(Clerk) informed councillors that an informal meeting of Cllrs was scheduled to take place at the Ship Hotel at 19.30 on Monday 26th September. All other (Clerk) actions are on schedule.

6. Representatives Reports

6.1. **Police Matters** – PC Sean White

(SW) apologised for the fact that no Police report had been made available for the last Parish Council meeting and although a report had been prepared it had not been made available due to mis-communication.

An attempted incursion of travellers had taken place at the Rock Street Car Park in Thornbury however; they were unable to remove the Padlock. They were then followed up Thornbury Hill to Alveston where police diverted them onto the A38 and onward to Cribbs Causeway. (SW) added that this was the only visit / reportable incident with traveller encampments so far this year.

May 25th - A suspicious male was reported and chased away by Police – no arrest made.

June 14th – A rogue trader had been reported at Paddock Gardens and Police investigated. The householder was satisfied with work completed and no further money was demanded by the trader so police were unable to take any further action. The trader was not seen in the area after the report and investigation.

June 17th – A set of number plates were stolen from a car in Alveston and suspicious van reported.

There was damage done to three vehicles parked in Rudgeway close to a location where a teenager's house party was reported.

July – A suspicious man was reported asking a young girl into his car opposite the Londis shop on Down Road. CCTV outside the shop recorded the incident, number plates were identified and an arrest was made. Marlewood & St Helen's School were notified of the incident.

Police in association with SGC Trading Standards Officer identified operating rogue traders and linked them with local travellers site within the district.

The Safer Stronger Communities Group has changed structure and rebranded and now goes under the name "Community Engagement Forum". The next meeting is on Wednesday 20th July at the Methodist Hall, Alveston.

- 6.2. **South Gloucestershire Council** (SH) informed Cllrs that there had been no meetings and had no report to present.

- 6.3. **St Helens School** – Report from Chris Casey

Although there has been considerable press suggesting that schools and parents should not compare results against previous years for St Helen's School this comparison is exceptionally favourable.

Early Years – Has seen a good rate of development above the national average.

Year Six – Is significantly above S.G.C. average and above the national average on all criteria and this is reflected in the results.

Reception is full for the academic year commencing September 2016 with 5 additional children registered for the school in other years.

(TB) remarked that he presented a "Police Presentation" to the children of St Helen's School and was impressed with their interest and feedback.

Year Six will mostly be transferring to Marlwood School, three will be transferring to Castle School and one transferring to a other.

(CC) will continue with responsibility for curriculum and standards. The Chair of the Governors is standing down this year.

2015/16 has been an exceptionally good year for St Helen's School and is a school all should be proud of.

- 6.4. **Alveston Community Forum** – No report

- 6.5. **Jubilee Hall** – (MF) informed Cllrs that the new projector and screen had been installed into the Jubilee Hall, the Stroke support Group being the major benefactor. Also a new T-Urn had been purchased. (PC) enquired whether the installation of Wi-fi is likely to happen. (MF) informed (PC) that this was an issue for JHMC consideration.

- 6.6. **Youth Centre** – (SM) informed Cllrs that he had attended the first meeting of the Youth Centre Committee and confirmed that their kitchen refurbishment was on schedule and that consideration had been given by the committee to revise rates but the conclusion was drawn to keep all rates at previous year levels.

- 6.7. **Other Representative Reports** – (PC) confirmed with Cllrs that a Community Engagement Forum meeting (SSCG) will take place on Wednesday evening 20th July at the Methodist Hall, Alveston.

7. John Dyer Award

(MJ) informed Cllrs that he had been involved with the John Dyer Award for the past 4 years having been asked by Bob Phillips (previous Clerk) to re-invigorate the award and re-boot and simplify the process. The first year in office (MJ) reported that there were 10 applicants and this then steadily decreased over the term of office until this year where no applications were received. (MJ) believes that the award does have value to the community however; judging by recent response the community sees no value in the John Dyer Award and perhaps should be consulted to see whether the award should continue or not, although care does need to be taken to ensure that in any review, recipients of the award do not feel that their recognition is devalued in any way.

There is significantly a “modern” problem with apathy with the award that is affecting its perpetuity. Arguably it may be that things have “moved on” and that there isn’t a need? The general question rises, is there still a need for recognition amongst the residents of the parish to which should be addressed or is the idea of an award outdated. The current JDA committee generally comprises of people that are lacking in the enthusiasm, motivation and / or time as all committee members have other responsibilities and commitments.

To date no thought or planning has ever been given to regeneration but the award does certainly require a “boost” as it is clear that communal energy is lacking regardless of advertising and promotion. The question of communal apathy must be considered and whether or not an energised and enthusiastic committee can be formed the question has to be asked “Is there still an appetite?” and if so consideration should be given to making more of the value of the presentation by increasing the award to trophy/cup and to consider changing the title. This will remove the historical context and introduce a new “brand”.

APC should be more involved by allocating an annual budget to support advertising, communication and further increasing the profile of the award.

Rules and regulations are due an overhaul and consideration should be given to the complexities of the process and the qualifying age, not necessarily school children (and the award should not be associated with a school) but to award youngsters for individual, out of school, achievement.

(AP) recommended that as there are time constraints within this Parish Council meeting that any councillors wishing to give this further consideration should meet outside the meeting at a pre-arranged date / time /venue and report findings back to the Parish Council along with a proposed annual budget. (MJ) informed Cllrs that although he has resigned as committee chairman that he would be prepared to sit on a sub group and assist the Parish Council moving forward.

(AP) informed Cllrs that a “Task & Finish” group be formed comprising of (AP), (MJ) and (SM) also volunteered to sit on the group.

Time and location of first meeting was arranged.

8. Review Standing Orders

(Clerk) informed Cllrs that the annual review of Standing Orders was due and that the most recent Standing Orders documentation had been included within the agenda packs for review prior to the meeting. (JS) asked if the Standing Orders were still in line with current legislation to which (Clerk) agreed to investigate.

PC160718-01: - Investigate whether any new legislation is applicable to APC Standing Orders.

Action to (Clerk)

Further to this (JS) informed Cllrs that he did not find anything untoward and (AP) proposed that the Parish Council accept the Standing Orders without change to the 2015 document pending investigation by (Clerk) that there are no updates to the legalities within the document. (JS) seconded the proposal and all Cllrs unanimously agreed.

16.030 Resolved: The APC standing orders are accepted for a further year subject to investigation of legal updates by (Clerk).

9. SGC – Special Expenses Consultation

(Clerk) informed Councillors of an untimely consultation relating to SGC Special Expenses which requires a resolution from Alveston Parish Council prior to the next full Parish Council meeting on 19th September. (Clerk) had distributed details of the consultation with the agenda packs and explained to Cllrs the details of the financial impact of the proposals upon the residents of the Parish. (JS) commented that as the revision to Special Expenses would have a negative financial impact upon the residents of the Parish that he proposed to respond by highlighting option 1 as the only option to consider and as a result all other questions within the consultation become irrelevant. (AP) seconded and all Cllrs agreed unanimously

16.031 Resolved: The Alveston Parish Council agreed that there should be no change to the existing SGC Special Expenses process.

10. Review and Recommendations from Committees:-

10.1. **Planning**– (Meeting – 4th July) Cllr Mike Webb reported on the meetings as detailed within the Planning meeting minutes.

(MW) informed Cllrs of an untimely SGC consultation relating to their PSP plan whereby a response is required prior to the next Parish Council meeting and that the details of the consultation have yet to be released (24th July). (MW) requested that the Planning committee make comments to SGC and that the council be informed retrospectively at the next Parish Council meeting. (AP) proposed that the Planning Committee respond to the SGC consultation due to its untimely issue. (PC) seconded the proposal and all Cllrs unanimously agreed.

16.032 Resolved: The Alveston Parish Council approve that the Planning Committee respond to the SGC PSP plan consultation on behalf of the Parish Council.

(AP) requested that (SH) inform SGC of the Alveston Parish Council's dissatisfaction with regard to the timings relating to both recent and exceptionally important consultations.

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

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

(PC) informed Cllrs that an allotment inspection had taken place and was disappointed to report that the standards of some allotments had fallen considerably and particularly that of plot 7.

(PC) requested that (Clerk) arrange with the AAA the purchase of gravel for covering the recently purchased eco-grid.

PC160718-02: - Organise the purchase of gravel with AAA.

Action to (Clerk)

10.4. **Finance and General Purposes** - (Meeting 4th July) (JS) reported as detailed within the F & GP minutes.

(JS) requested that Cllrs ratify the decision of the F & GP committee for resolution 16.028. (PC) commented that the Parish Council are obliged to commit to some form of deterrent although costs do appear to be a setback. Cllrs considered that further consideration is required prior to ratifying the resolution and (AP) recommended that a further working group meeting be organised to consider further alternative options. Cllrs agreed to a meeting to take place 12th September 19.30, venue TBA.

PC160718-03: - Arrange venue for Green Space meeting.

Action to (Clerk)

11. Correspondence

11.1. **Correspondence for Information**
(Appendix A)

11.2. Correspondence for Discussion / Action -

(Clerk) informed of and distributed to Cllrs a form which is to be completed in order to progress the mandate application for the Co-operative Bank. (JS) considered that the form required too much personal information and requested that (clerk) consult with Co-op regarding the necessity of the form.

PC160718-04: - Consult with Co-op bank to discuss the necessity of personal mandate forms.

Action to (Clerk)

12. Authorisation of Payments

12.1. Payments.

Payments authorisation 4th July 2016 by Cllrs James Sumner and Marcus Fry

Details	Chq. no	£
Grounds Maintenance Contract - June	2710	1212.20
Underpayment – Bus Shelter Paint	2711	30.12
Total Payments		£1,242.32

12.2

Payments authorised by Cllrs James Sumner & Mike Webb

Details	Chq. no	£
Salary–Inspection/Clean	2712	188.60
Clerk – Salary & Expenses	2713	1248.92
Invoice 38306 – Photocopy Print	2714	10.78
Quarterly Tax & NI Payment	2715	638.84
Total Payments		£2,087.14

12.3 Income Received

Recent Receipts

Details	Ref.	£
Gross Interest	T/Fer	5.54
Balance – 2015/16 Season	Inc2697	169.00
Total Receipts		£174.54

16.033 Resolved: That all receipts and payments presented to the PC meeting on 18th July 2016 were accepted.

12. Website / Helmet

JDA – Discussions
Greenspace Policy
Wind Turbines

13. Any Other Business

None

Meeting closed at 21.20 pm

**The next Council Meeting is on
Monday September 19th 2016 at the Jubilee Hall**