

**Minutes of the Parish Council Meeting
Held on 19th September 2016 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Marcus Fry (MF), Paul Caddick (PC), James Sumner (JS), Mike Webb (MW), Steve McMillan (SM), Steve Blick (SB), David Morgan (DM), Graham Smith (Clerk)

1. Apologies for Absence

Cllrs Anne Curtis (AC), Shirley Holloway (SH), Maggie Tyrrell (MT), PC's Sean White (SW), Tony Blackmore (TB), Chris Casey (CC).

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

None

5. Minutes and matters arising from previous meetings

5.1 Acceptance & signature of minutes for Parish Council Meeting 18th July 2016

16.041 Resolved: The minutes of the Parish Council meeting of Monday 18th July 2016 were accepted and signed by the chairman.

5.2 Matters Arising:

(SM) informed Cllrs that the action for the sub-committee to meet to discuss the future of the John Dyer Award had not been completed. Members of the sub-committee agreed that this would be completed in the near future.

5.3 Outstanding Actions:

(Clerk) informed councillors that all (Clerk) actions are on schedule (AP) commented that action PC160321-05 remained outstanding and would be completed as soon as possible.

6. Review and Recommendations from Committees

6.1. **Planning**– (Meeting – 5th September) Cllr Mike Webb reported on the meetings as detailed within the Planning meeting minutes.

(SB) commented that there was an error in the minutes as he had been marked as absent but was in fact present. (Clerk) agreed to rectify the error.

(MW) requested that (Clerk) chase SGC with regard to the damaged road sign at Rudgeway Park.

6.2. **Playing Fields & Open Spaces** – (Meeting – 5th September) Cllr James Sumner reported (in the absence of (AC)) on the meeting as detailed within the Playing Fields & Open Spaces meeting minutes.

6.3. **Footpaths & Allotments** – (Meeting – 5th September) Cllr Marcus Fry reported on the meeting as detailed within the Footpaths and Allotments meeting minutes.

6.4. **Finance and General Purposes** - (Meeting – 5th September) (JS) reported as detailed within the Finance & General Purposes meeting minutes.

(JS) requested that Cllrs ratify the decision of the F & GP committee for resolution 16.040 and proposed that the Parish Council approve insurance arrangements through Came & Co for Hiscox insurance (the cheapest of the three quotations) for one year 2016/17 commencing 1st October 2016. (AP) seconded the proposal and all Cllrs agreed unanimously.

16.042 Resolved: The Parish Council accepted and approved the insurance arrangements through Came & Co to use Hiscox as insurers for one year commencing 1st October 2016.

(JS) updated Cllrs on the progress relating to actions with regard to the Green Space development committee and the cost and effectiveness of additional planting and recommended that this would not be a cost effective alternative to the installation of boulders and proposed that Cllrs accept the decision to install boulders in order to protect the Down Road green space from vehicular incursions. (MF) reminded Cllrs of a prior F & GP committee resolution not to spend in excess of £7,500 and to question why the committee have deviated from the original resolution and to remind Cllrs whether the residents agree to accepting the cost of installation. Cllrs agreed that they had received a clear mandate through the public meeting that residents request that a deterrent be installed and after many meetings of the sub-committee agree that the boulder solution be the best alternative. (AP) proposed that the Parish Council agree to approve the installation of boulders using SGC as contractors and requested that (Clerk) report back to the F & GP committee the cost and legality relating to due process. (JS) seconded the proposal and Cllrs voted 4 in favour and one against.

16.043 Resolved: The Parish Council approve the installation of boulders at the Down Rd Green Space using SGC as contractor for the complete process subject to approval of cost from the F & GP committee and confirmation that due process has been correctly adhered to.

PC160919-01: - Investigate due process relating to resolution 16.043

Action to (Clerk)

(JS) & (Clerk) confirmed that they would attend the Frampton Cotterall Parish Council meeting where representatives from Ecotricity (relating to Parish council Grant) would be in attendance.

(AP) proposed that the Parish Council accept resolution 16.037 to close the Co-op current account and transfer the balance to the Bank of Ireland current account. (PC) seconded the proposal and all Cllrs agreed.

16.044 Resolved: The Parish Council approve the closure of Co-op current account and to transfer the balance to the bank of Ireland.

(JS) informed Cllrs that a proposal had been made to adopt new financial regulations and required review. (MF) agreed to review with (JS) and present at a future F & GP meeting.

7. Representatives Reports

7.1. **Police Matters** – (Clerk) reported in the absence of PC's (SW) & (TB)

July:

23rd – An assault occurred in the early hours of the morning on Thornbury Road, one adult male was arrested at the scene.

24th – Report of a car speeding on the A38 at Rudgeway, car stopped and the driver was dealt with for no insurance.

26th – Damage caused to a flower display on Greenhill Parade. CCTV was reviewed. The children involved returned apologised and paid for the damage.

August:

4th – A power drill was stolen from a utilities van during the day whilst unattended in Underwood Close.

8th – Three goals were damaged in St Helens School grounds, unfortunately there was no CCTV/witnesses.

9th – A phone was stolen from a restaurant on Greenhill Parade, early evening, CCTV available, but identity of offenders not known.

16th – Report of males trying car door handles at The Ship/Premier Inn car park in the evening, no cars entered though and nothing stolen.

17th – CCTV cameras and a fence were tampered with at Alveston Wind Farm site, at Earthcott Green, Police attended, offenders had left the scene.

19th – A pair of car number plates were stolen from Quarry Road overnight. Nothing seen or heard though.

28th – An adult male was arrested for criminal damage to a window in Greenhill Gardens during the evening.

29th – A motorbike was stolen overnight on Quarry Road. No CCTV and nothing seen or heard. Bike not yet recovered.

September:

9th – A shed was broken into and a petrol lawn mower was stolen from St Helens Vicarage.

10th – Two properties were broken into between 10:00-11:00pm, one was empty, the other unoccupied. Entry via windows, jewellery and similar items were stolen. A Blue Ford Transit van was seen nearby. Currently still being investigated.

12th – Road traffic collision at Earthcott Green, car and motorbike, minor injuries only.

14th – Several calls for nuisance and persistent cold callers around the village, Police attended and checked identities and moved them on.

7.2. **South Gloucestershire Council** – No report

7.3. **St Helens School** – No report

7.4. **Alveston Community Forum** – No report

7.5. **Jubilee Hall** – No report

7.6. **Youth Centre** – No report

7.7. **Other Representative Reports** – No report

8. Correspondence

8.1. Correspondence for Information
(Appendix A)

8.2. Correspondence for Discussion / Action
None

9. Authorisation of Payments

9.1. Payments authorisation by James Sumner & Mike Webb 2nd August 2016 (F & GP meeting was not held).

Details	Chq. no	£
Grounds Maintenance Contract - July	2716	1,212.20
Room Hire June / July	2717	73.13
Gravel for allotment path	2718	120.00
Total Payments		£1405.33

9.2. Payments authorisation by James Sumner & Mike Webb 15th August 2016 (Parish Council meeting was not held).

Details	Chq. no	£
Salary – Inspection / Clean	2719	194.40
Clerk – Salary & Expenses	2720	1221.79
Qtrly Line Rental, Broadband & Calls	2721	193.95
Litter Bin Empty	2722	66.10
Bi-annual bus shelter clean	2723	252.00
Photocopy & Print	2724	12.05
Total Payments		£1,940.29

9.3. Payments authorisation 5th September 2016 by Cllrs James Sumner & Marcus Fry

Details	Chq. no	£
Grounds Maintenance Contract - Aug	2725	1212.20
Cemetery – Water Usage	2726	21.60
Total Payments		£1,233.80

9.4. Payments authorised by Cllrs Mike Webb & James Sumner

Details	Chq. no	£
Salary–Inspection/Clean	2727	332.60
Clerk – Salary & Expenses	2728	1232.99
Poppy Wreath – S137 payment	2729	75.00
Total Payments		£1,640.59

9.5. Recent Receipts

Details	Ref.	£
Gross Interest	T/fer	4.70
Annual Interest	T/fer	341.63
Gross Interest	T/Fer	4.63
Memorial Stone	Inc 2698	90.00
Allotment Plot 29	Inc 2699	17.00
Total Receipts		£457.96

16.045 Resolved: That all receipts and payments presented to the PC meeting on 19th September 2016 were accepted.

12. Website / Helmet

None

13. Any Other Business

(Clerk) informed Cllrs that he would be unavailable for work between Wed 21st September (PM) to Monday 26th September

Meeting closed at 20.20 pm

**The next Council Meeting is on
Monday October 17th 2016 at the Jubilee Hall**