

**Minutes of the Parish Council Meeting
Held on 21st March 2011 at 7.30 p.m. in The Jubilee Hall.**

Present: - Cllrs John Cutland (Chairman), Terry Hunt, Brian Davis, Bernard Willcox, Mike Webb, Allison Peters, Brian Lee, Hannah Richmond, Phillip Squires, Kitty Davies, Maggie Tyrrell (SGC).

Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Peter Taylor (Holiday), Shirley Holloway (SGC),

2. Evacuation Procedure

The evacuation procedure was noted

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 21st Feb 2011

Resolved: The minutes of the Parish Council meeting of Monday 21st Feb 2011 were accepted and signed by the chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. **(21/9/09) Clerk to obtain costs for replacement litter bin.
F100510-1 The Clerk to prepare Litter/Dog Bin Survey Packs.**

**Action to Clerk
Action to Clerk**

Ongoing 21/211

Time expired – action closed.

5.2.2. **100719-1 To draft a response to SG Core Strategy and circulate to members for comment.**

Action to Clerk

Consultation on the Pre-Submission Publication Draft Core Strategy ended on Friday 6th August 2010.

South Glos Council must now decide what changes to the Draft Core Strategy are required as a result of the received representations. The Council will consider the changes to the Core Strategy and its response to representations at the Cabinet meeting on 13th December and the Full Council meeting on 15th December 2010. The Core Strategy will be submitted for independent examination in spring 2011. .

17/1/11 – It was agreed that a letter should be written to the SG Core Strategy team to confirm that the Council had agreed the strategy.

5.2.3. **101115-2 To request that SG Highways consider applying parking restrictions to the junction of Davids Lane and Paddock Gardens.**

Action to Clerk

Ongoing 21/2/11

Request included in consultation response to road changes for A38/Davids Lane junction.

21/3/11 – The Clerk was asked to end another communication to SG.

- 5.2.4. **110117-2 To seek clarification from the SG Planners on the confusing new TPO's in West View and report back.** **Action to Cllr Maggie Tyrrell**
 Cllr Maggie Tyrrell confirmed that the SG tree officers had reverted to their previous procedures and that the existing TPO's would remain in force. There appeared to be no plan to review all the existing TPO's and the confusion had been caused by some over-zealous attitudes in the department.
 Action closed
- 5.2.5. **110117-3 To take action to remove/re-paint the graffiti in the bus shelter opp. The Ship.** **Action to Clerk**
 The work had been agreed with Bryan Painter who would carry it out as soon as possible.
 Action Closed
- 5.2.6. **110117-4 To help members understanding, the Clerk to circulate a paper that describes the Budget process and calculations.** **Action to Clerk**
 Ongoing 21/3/11
- 5.2.7. **110221-1 To arrange production of an A3 colour print of the John Dyer Award recipients for mounting in a suitable frame.** **Action to Clerk**
 Prices had been obtained, production of the document awaiting the 2011 awards. (21/3/11)
- 5.2.8. **110221-2 To add an addendum to the Standing Orders to enable greater efficiency of time during Council meetings.** **Action to Clerk**
 Ongoing 21/3/11
- 5.2.9. **110221-3 To write a letter to Wayne Reece, the chairman of the Greenhill Parade Management Committee urging the shop keepers to complete the uplift to their properties as had been agreed with the Parade Project Team.** **Action to Clerk**
 Confirmation of the appropriateness of this action required.
- 5.2.10. **110221-4 To deliver to each member an election pack and nomination papers and to co-ordinate the collection and delivery of the nomination papers.** **Action to Clerk**
 Completed
- 5.2.11. **110221-5 To write to SGC asking that the Parish Council be kept involved with any community developments at Lodge Farm.** **Action to Clerk**
- 5.2.12. **110221-6 To respond to the SGC consultation re. the Davids Lane/A38 road junction confirming the Parish Councils recommendation to adopt option 2.** **Action to Clerk**
 Completed

6. Rural Youth Work

Rural Youth Work – The Council was briefed by Trace Hindle (SG Severnvalle youth worker) about her role and the plans to include Alveston in the schedule of regular Youth-bus visits to the Youth Centre car park. Based at the Youth Centre in Thornbury, the out-reach group would be working across the Severnside area to engage with young people (primary age range 13 – 16yrs) and encourage visits to the Thornbury facility.

The Council were unanimous in their support to the project and wished to be kept fully informed of progress.

7. Recommendations from Committees

- 7.1. **Planning** (meetings held 7th Mar) - Cllr Brian Lee reported on the meeting as in the minutes. Again the problem of the fence at Oak House, Davids Lane was highlighted.
- 7.2. **Playing Fields & Open Spaces** – (no meeting).
- 7.3. **Footpaths & Allotments** – (meeting 7th Mar) – Cllr Brian Davis reported on the meeting including the status with the Allotments and the need to re-focus attention on the footpaths as soon as possible.
- 7.4. **Finance and General Purposes** - (meeting held 7th Mar) – Cllr Terry Hunt reported on the meeting as in the minutes.

Grounds Maintenance Contract

The committee had resolved to recommend that the tender from CRK Garden Manicures for Grounds Maintenance Services be accepted on the basis that it offers “best value” and “greatest confidence” to the Council.

Resolved: The Council accepts the tender for Grounds Maintenance Services from CRK Garden Manicures.

7.4.1. Allotments Lease

Concern was expressed about Para 6.1 which describes that the Landlord having”the power to re-enter and determine this lease on non-payment of rent for 21 days after it has become due, whether demanded or not...”

Although it is accepted that these are probably standard paragraphs, the Council wishes confirmation of whether there is a risk of a landlord using para 6.1 to evict the Council if the rent (one peppercorn, not necessarily demanded) is not paid.

Resolved: The Council agrees that subject to agreeable clarification of the concern re. para 6.1, the lease is approved and should be signed.

8. Representatives Reports.

8.1. **Police Matters** - see item 3

PCSO Tony Blackmore had sent a report as he was unable to attend. The report was read out.

There has been a mixture of crime over the past month in Alveston, but in general crime remains low.

A reminder for residents to always lock their vehicles when not in use, as two vehicles were entered (while unlocked) overnight in the past month with some items stolen, please also always keep mobile phones, satellite navigation devices, cash etc. out of sight if you have to leave in vehicles, obviously removing them removes any temptation by thieves. Although these two thefts were believed to have occurred at around four o'clock in the morning, please always report anything suspicious to Police, no matter what time of the day or night.

There was an incident in Alveston recently where a resident opened her door to two male callers at around seven o'clock in the evening. The resident was distracted by the males and had cash stolen from her handbag as a result, house to house enquiries have proved negative, but finger and footprints and DNA have been taken by crime scenes officer from the scene. Please remember to always look to see who is at the door before opening it, always use a door chain if you have one and be sure to ask and check for identity of callers. If you are suspicious of the caller then please call Police immediately and alert neighbours where possible.

Police have recently been working closely with Trading Standards and conducted several roadside checks for Heavy Goods Vehicle drivers ignoring weight restrictions and using roads such as the B4461 Alveston to Aust Road. Vehicles have been stopped, three drivers have recently been taken to court, found guilty and been heavily fined. Companies have been phoned and managers advised, warning letters have also been sent to companies advising that their drivers may be

prosecuted if they persist in ignoring these restrictions, as they are in place in the interest of the public's safety.

I am pleased to report that Police speed checks at various locations in Alveston have shown that a large proportion of drivers drive within the speed limits in the village. I would however like to remind drivers to watch their speed on Greenhill, near to St Helens School, as during school drop off and collection times there is a 20 mile per hour limit to assist in the safety and well being of school children and parents/guardians who are crossing the road and walking along. I am aware that the flashing lights on the 20mph sign closest to village centre are not working, I reported this to South Gloucestershire Council last week to be fixed as soon as possible.

I would also like to take this opportunity to remind some residents about the road markings outside and near to St Helens School. The keep clear markings are to keep the area clear of parked vehicles and assist in the safe passage of pedestrians and other road users, these are being ignored by a minority and are putting people's lives at risk, Police will be regularly patrolling this area, offending vehicles will be ticketed and may be removed. It is not that I wish to ticket vehicles for the sake of it, but I have had complaints from concerned residents and again feel the need to advise you of this. I am aware that some of the markings are quite worn, and again have reported this to South Gloucestershire Council for their attention.

Finally, I am pleased to advise you that at the last meeting of The Safer Stronger Community Group at Thornbury Leisure Centre on 2nd March, there were no concerns raised of a Police nature in the Alveston area.

8.2. **South Gloucestershire Council**

Cllr Maggie Tyrrell reported that because of the upcoming election, there was not a great deal to report from SG.

The Council was reminded that a consultation would be held very shortly re, the Down Road crossing and it was hoped that it would attract good support.

The car park in Thornbury which is threatened with closure is causing both the Town Council and SGC a deal of concern at the moment and they may be required to raise a large amount of money to secure the land.

Lodge Farm – Cllr Maggie Tyrrell was asked whether she had more information re. Lodge Farm and she confirmed her support for the proposal to sell the majority and retain a modest amount for sustainability/community use. The Council was reminded that refurbishment work at Thornbury Sports Centre was partially based on the sale of this property and if not carried through may affect that work.

Cllr Phil Squires asked Cllr Maggie Tyrrell if she could look into the large number of cars "For Sale" parked along the verges of the A38. The matter would be referred to the Trading Standards department.

8.3. **Safer Stronger Community Group**

Cllr Brian Lee reported:

- The Alveston to Thornbury cycle route was still on the agenda but is not in any current budget.
- Fly-tipping at Rudgeway has started again. SG will monitor the situation
- Greenhill Parade disabled parking markings – these would be referred to the Parade Management Company.

9. **Community Forum**

Cllr Phil Squires reported:

- Alveston would be re-entering the CPRE Village of the Year competition this year.
- Work preparing for the Community Show in September continues.
- The Greenhill Parade Project – A rustic bench has been installed. The main piece of work remaining is to put in place a maintenance plan. Whilst the Management Committee of shop

owners would be encouraged to be involved, the reality will probably be that only a few will and the majority of the work fall to local volunteers.

- The Community Forum has a further meeting planned with Marlwood School soon.

10. Allotments

Cllr Brian Davis reported:

- The lease is now ready to be signed.
- An alternative route for a water supply is being investigated although one possibility has already been firmly discounted.

11. Playbuilder Project

Cllr Alison Peters reported:

The play nets have been purchased and will be erected in time for the Easter holidays. The Skate Park equipment will be installed quite soon.

It was suggested that we should withhold payment on the invoice to Jane's Pond until the path and turf laying is satisfactory.

Resolved: To ensure that the new path and turfed areas are satisfactory before the invoice is paid.

12. Correspondence

12.1. Correspondence for Information

Listed in Appendix A

12.2. Correspondence for Action

None.

13. Authorisation of Payments.

13.1. Payments authorised.

13.1.1. The following payments were authorised by Cllrs Lee and Webb.

Payee	Details	Chq. no	£
Virgin Media Business	Broadband to 31 Mar 2011	1857	26.40
D Biddle	Cemetery caretaking	1855	84.55
B Painter	Playground Insp & Bus Shelter Cleaning - Mar 2010	1856	223.11
R Phillips	Salary & expenses	1854	942.58
HM Revenue & Customs	Tax and N.I - Jan, Feb, Mar. 2011	1861	1,402.57
Wybone	Supply & Deliver Litter Bin	1858	411.34
CY Street Furniture	Refurbish Bus Shelter	1859	653.20
CPRE	Subscription	1860	29.00
	Total expenditure		3,772.75

13.2. Income Received

13.2.1. The following lists income received.

Payee	Details	Chq. no	£
Co-operative Bank	Untaxed Interest to 5th Feb 2011	dc	-5.77
	Total income		-5.77

Resolved – That all payments and income presented to the meeting were accepted.

14. Any Other Business

14.1. Photos of Councillors for Web site/notice boards.

Cllr Brian Lee had now completed the photo shoot and passed the photos to the Clerk for putting on the Web site.

14.2. Annual Parish Meeting

Concern was expressed re. the invited reports and that the council were made aware in advance of any issues that may be raised. The Clerk assured that those invited would be asked to share any issues prior to the meeting.

Apologies were received from Cllr Terry Hunt and Maggie Tyrrell.

14.3. Parish Council Elections 2011

Nominations had been received from ten people.

14.4. Grass verges in Alveston

The Council was concerned about the state of some of the grass verges in Alveston following the contractor work laying cable ducts. This was of particular concern in Davids Lane. The Clerk was asked to discuss the problem with his contact in EON.

14.5. Gorilla Statues

Cllr Alison Peters asked if the Council would consider requesting a life-sized gorilla sculpture to be sited in the Parish as part of Bristol Zoo's 175th birthday.

The public art display mostly around Bristol will also help to raise funds and awareness of the threats facing gorillas in the wild.

The gorillas are to be sponsored by businesses and will be painted and decorated by local artists. Schools and community groups will also be invited to paint the gorillas which will be on the streets in summer 2011.

110321-1 To investigate the possibility of displaying a life-sized gorilla sculpture in the Parish as part of Bristol Zoo's 175th birthday. Action to Cllr Alison Peters

14.6. Tree Packs

Cllr Mike Webb suggested that the Council should apply for tree pack 105 in the autumn as there are many places in the Parish where these very small trees could be planted.

Meeting closed at 9.07pm.

Appendix A

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
15-Feb-11	E	LiNK	Southmead Hospital Newsletter	Dist'n & File	15-Feb-11	N
15-Feb-11	L	Playsafety Ltd	Brochure	Dist'n & File	28-Feb-11	N
18-Feb-11	L	SG Planning	Application - 3 West View	Clerk Action	21-Feb-11	Y
18-Feb-11	L	Wicksteeds	Flexi-swing Pamphlet	Dist'n & File	21-Feb-11	N
19-Feb-11	L	Summers Memorial Masons	Order * payment for additional inscription. Grave Plot 18	Clerk Action	22-Feb-11	N
19-Feb-11	L	Cooperative Bank	Statement	Clerk Action	22-Feb-11	N
19-Feb-11	L	HM Rev & Cust	Employer payment book 2011/12	Clerk Action	22-Feb-11	N
19-Feb-11	L	NHS North Bristol Trust	Your Hospital	Dist'n & File	21-Feb-11	N
20-Feb-11	L	M Webb	Invoice - £70.00	Clerk Action	21-Feb-11	Y
21-Feb-11	L	SGDA	Newsletter 41	Dist'n & File	07-Oct-00	N
21-Feb-11	L	CPRE	`AGM - SG Branch	Dist'n & File	01-Mar-11	N
23-Feb-11	L	SGC	Rural & Parish Matters Spring 2011	Dist'n & File	28-Feb-11	N
23-Feb-11	L	Groundforce	Marketing letter	Clerk Action	28-Feb-11	N
23-Feb-11	L	Bank of Ireland	Statement	Clerk Action	28-Feb-11	Y
23-Feb-11	L	IAC	Internal Audit offer	Clerk Action	28-Feb-11	Y
23-Feb-11	L	Alveston Community Forum	Peter Waller - Greenhill Parade Project - report of progress to date	Dist'n & File	28-Feb-11	Y
25-Feb-11	L	CRK Garden Manicures	Invoice £914.21	Clerk Action	28-Feb-11	Y
25-Feb-11	L	Greenfields	Decline invite to tender	Clerk Action	28-Feb-11	Y
25-Feb-11	L	Magnox North	Invitation to Oldbury Power Station Community Event	Clerk Action	28-Feb-11	Y
26-Feb-11	L	Clerks & Councils Direct	Issue 74 - mar 2011	Dist'n & File	28-Feb-11	N
26-Feb-11	L	SG Planning	Application - Oak House, Davids Lane	Clerk Action	28-Feb-11	Y
01-Mar-11	E	SGC	Invoice £81.55 - litter bins	Clerk Action	01-Mar-11	Y
01-Mar-11	L	L & J Gulwell	Payment - Walker Remains plot 55	Clerk Action	01-Mar-11	Y
01-Mar-11	L	A Walker	Payment Grants for plots 54 & 56	Clerk Action	01-Mar-11	Y
02-Mar-11	L	Bank of Ireland	Advice of interest rate increase to 0.25%	Clerk Action	03-Mar-11	N
02-Mar-11	L	The Helping Hand Company	Invoice £180.00	Clerk Action	03-Mar-11	Y
03-Mar-11	E	CFS	Invoice £16.73	Clerk Action	03-Mar-11	Y
04-Mar-11	L	SGC	Copy Invoice £81.55 - litter bins	Clerk Action	04-Mar-11	Y
04-Mar-11	L	Bank of Ireland	Cheque Book	Clerk Action	04-Mar-11	N
04-Mar-11	L	Came & Co	Parish Matters Spring 2011	Dist'n & File	04-Mar-11	N
04-Mar-11	L	NALC	2 x pamphlets re. local councils	Dist'n & File	04-Mar-11	N

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
05-Mar-11	L	Woodward	Brochure	Dist'n & File	08-Mar-11	N
05-Mar-11	L	Speeditree	Brochure	Dist'n & File	08-Mar-11	N
05-Mar-11	L	Arien Signs	Brochure	Dist'n & File	08-Mar-11	N
05-Mar-11	L	SLCC	The Clerk March 2011	Dist'n & File	08-Mar-11	N
08-Mar-11	L	Virgin Media	Invoice £26.40	Clerk Action	08-Mar-11	Y
08-Mar-11	L	Sims Cook & Teague	Final Form of Lease for signature	Clerk Action	08-Mar-11	Y
11-Mar-11	L	SG Planning	Permit - 39 Wolfridge Ride	Clerk Action	14-Mar-11	Y
11-Mar-11	L	Wybone	Invoice - £411.34	Clerk Action	14-Mar-11	Y
11-Mar-11	L	SG Council	SG News Spring 2011	Dist'n & File	14-Mar-11	N
12-Mar-11	L	Jane's Ponds	Invoice £12,585.60	Clerk Action	14-Mar-11	Y
12-Mar-11	L	NALC	LCR News - Spring 2011	Dist'n & File	14-Mar-11	N