

**Minutes of the Parish Council Meeting
Held on 16th June 2014 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Terry Hunt (TH), Marcus Fry (MF), Steve Blick (SB), James Sumner (JS), Mike Webb (MW), Chris Casey (CC), Shirley Holloway (SH) (SGC).
Graham Smith (Clerk)

1. Apologies for Absence

Paul Caddick (PC), Maggie Tyrrell (MT), PC Tony Blackmore, PC Sean White

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 19th May 2014

14.024 Resolved: The minutes of the Parish Council meeting of Monday 19th May 2014 were accepted and signed by the chairman.

5.2. Outstanding Actions: None

5.3. Matters Arising: None

6. Review and Recommendations from Committees:-

6.1. **Planning** (Meeting 19th May & 2nd June) – Cllr Mike Webb reported as detailed within the Planning meeting minutes.

6.2. **Playing Fields & Open Spaces** (No meeting) – (JS) reported that investigations were underway relating to the purchase of new play equipment at the Cross Hands play area.

6.3. **Footpaths & Allotments** – (2nd June) – Cllr Marcus Fry

(MF) reported that (Clerk) had attended a meeting with Alveston Allotments Association to resolve outstanding issues relating to the provision and administration of half plots.

(MF) had attended a meeting of Alveston Community Forum to seek support relating to footpath maintenance and activities, in particular the production of an Alveston footpath calendar.

(TH) reported to clerk a damaged waste bin located at Down Road.

(SB) reported a broken crash barrier at the entrance to the A38 from Davids Lane.

(MW) reported an overgrown tree at the footpath leading down the hill from Thornbury Rd.

140616-01:- Contact SGC Streetcare and report all above issues.

Action to Clerk

6.4. **Finance and General Purposes** - (Meeting 2nd June) – (TH) reported as detailed within the Finance & General Purposes meeting minutes.

Re-investment of fixed rate deposit account – (Clerk) reported to committee that an investigation into current 1yr fixed bond interest rates had been carried out with three other banks. None of which gave a higher interest rate to the account currently in place.

(TH) proposed & (MF) seconded that the current investment into the 1yr fixed rate bond with the Co-op Bank should be renewed for a further year.

14.025 Resolved: The current investment into the 1yr fixed rate bond with the Co-op Bank is to be renewed for a further year.

7. Representatives Reports

7.1. **Police Matters** – Report presented by (Clerk) in the absence of PC Tony Blackmore.

Police Report from 19th May to 16th June

5Th June – Theft of two fuel cans from an outbuilding in Earthcott Green, offender drove off in a Green Honda Accord.

6TH June - Attempt theft of a charity cash box from the bar at The Ship Inn, male identified by officers and arrested a couple of days later, no further action.

6th June- Power tools were stolen from Davids Lane, entry via patio doors, enquiries ongoing.

7TH June – A garage was broken in to on The Street, Alveston, a padlock was cut off, a search was made but nothing stolen, nothing of evidential value for crime scenes officer.

10th June – A handbag was stolen from The Ship Inn during the day, the cctv showed the offence, images have been circulated of offender, who made off in green Honda (again).

A male was arrested for theft of the fuel cans from Earthcott Green and the theft of the handbag in The Ship, he admitted both offences and is on bail pending further enquiries.

A stolen motorbike was found in Bristol, Police attended with owner, a male was arrested at the scene and the bike was seized and returned to the owner in Alveston.

7.2. **South Gloucestershire Council** – Shirley Holloway reported

Discussions had taken place with the traffic officer relating to congestion surrounding St Helens School at peak times and the conclusion was drawn that; the “pull in” area need not necessarily be for the sole use of busses and that a parking restriction area is required. Yellow lines may be required, however to do this is time consuming and costly as a statutory order is required as fines may be collected when offences occur. Finance for this project may be unavailable. The traffic regulation act will be on the agenda of the next “Area Forum” meeting and public attendance is encouraged as priorities will be set at that meeting.

SGC cutbacks continue with a need to save £1.2m on this years and £1.7m on next year’s community budget.

The results of the charging of green waste bin collection has been encouraging with a 28% - 30% take up which is higher than the original 22% estimate and a negligible amount of fly tipping has occurred.

7.3. **St Helens School** – Chris Casey reported

Update on Staffing recruitment – At the end of next term four staff will be leaving, one will be resigning, and one retiring and two will start maternity leave. Three of the four posts have now been filled with an announcement relating to the vacant post to be made shortly.

Top Level engagement with the community – Mr Spens is encouraging meaningful links with the community and building relationships with organisations such as the Parish Council, Community Forum and Flower Show.

The curriculum is set to change with a greater emphasis (re History) on the local area and the school will be looking to engage the community and push publicity via the Thornbury Gazette.

It is very likely that the school will face an Ofsted inspection next term and with four new staff and a staff turnover of two thirds since his arrival Mr Spens has a great deal of work in the months ahead.

Writing Competition – This is to be advertised in the July edition of the Helmet. The community Forum has offered £75 of prize money. Prizes will be awarded at the Flower Show in September.

7.4. **Other Representative Reports**

None

7.5. **Jubilee Hall**

None

7.6. **Youth Centre**

None

7.7. **Alveston Community Forum**

(MF) attended the Community forum meeting and reported that 20 people attended. (MF) enlisted assistance with the ongoing footpath projects from members within community forum.

The forums primary focus is to promote the parade by looking to engage greater community involvement an example of which is organising Carols at Christmas at the parade.

7.8. **Alveston Trust**

No representative was appointed.

8. Recruitment of Councillors

Postponed to informal discussion at end of meeting.

9. Courville Close & Davids Lane (Prohibition of Waiting)

(Clerk) presented a prohibition of waiting order (consultation document) which had recently been received. (TH) stated that residents of Paddock Gardens had not been given notification of the proposal and objections would have been raised as parking would occur at the Paddock Gardens side of Davids Lane restricting the view of road users pulling out of Paddock Gardens. . (SH) that parking on this side of the road is reasonable for the business of the Alveston House Hotel and that the plan makes it easier for road users entering Davids lane from Courville Close. (JS) stated that this is about safety at road junctions and requested to (SH) that a more balanced solution be sought. (SH) suggested that more lines may be added but this would be funded by the Severn Vale Area forum on a priority basis as installing yellow lines is a costly and time consuming practice and suggested that white lines may be an option. (Although not legally enforceable).

The Parish Council concluded that it does not have a sufficiently balanced viewpoint from residents to form an opinion or to comment on this issue.

10. Correspondence

10.1. **Correspondence for Information**

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

10.2. **Correspondence for Discussion / Action**

None

11. Authorisation of Payments

11.1. Payments.

11.1.1. Payments authorised at the F&GP meeting 2nd June

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs Alison Peters & Steve Blick

Details	Chq. no	£
Grounds Maintenance Contract - May	2425	1176.20
Highway Grass Cut & Dog Bins	2426	1281.31
Litter Bin Empty	2427	66.10
Clerk Expenses-Telephone, Stationery	2428	67.82
Total Payments		£2,591.43

11.1.2. Payments authorised by Cllrs James Sumner & Steve Blick

Details	Chq. no	£
Room Hire	2429	76.86
Photocopy & Printing	2430	20.09
Monthly Salary	2431	295.25
Monthly Salary	2432	90.13
Monthly Salary/Mileage/Expenses	2433	1192.35
Cross Hands Fence / Notice Board	2434	425.00
Total expenditure		£2,099.88

11.2. **Income Received**

11.2.1. Recent Receipts

Details	Chq. no	£
Deed of Grant – Grave Plot 22	Inc2344	194.00
SGC - Precept	T/fer	27,652.83
SGC – LCTR Grant	T/fer	1,099.00
Allotment Rent – Plot 25	inc2345	27.55
HMRC – VAT repay	T/fer	821.26
Total Receipts		£29,794.64

14.026 Resolved: That all receipts and payments presented to the PC meeting on 16th June 2014 were accepted.

12. Any Other Business

12.1. (JS) reported that fact finding was currently underway with regard to improving resident communication via the website and an initial meeting had been arranged with the current website management. He requested that a Website Task and Finish Group be set up for the project and requested that councillors volunteer to sit on the group. (AP), (MF) & (SB) volunteered.

12.2. The Parish Council has noted Ann Wilkins resignation.

12.3. (SB) recommended that he look into a new residents “Welcome Pack”.

- 12.4. (SB) suggested that the Clerks contribution to the Helmet was not accurate as it appeared to represent his personal views as opposed to that of the Parish Council. The committee agreed that contributions to the Parish Council Helmet article be seen to be presented by the Council and that a draft article is circulated to councilors three days prior to the deadline for revue and approval.
- 12.5. (AP) informed council members that SLCC were closely analyzing clerk hours with the view to lobbying to segment pay structure depending upon the frequency and amount of committee meetings and the number of additional responsibilities such as cemetery, allotments, playgrounds, field and committee hall bookings etc.

Meeting closed at 8.45 pm.

**The next Council Meeting is on
Monday July 21st 2014 at the Jubilee Hall**