

**Minutes of the Parish Council Meeting
Held on 20th October 2014 at 7.30pm at the Jubilee Hall.**

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

1. Apologies for Absence

Maggie Tyrrell (MT) (SGC), PC Tony Blackmore, PC Sean White, Chris Casey (CC).

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

(TH) declared interest in one agenda item.

4. Public Participation

Mr James Pope

5. Minutes and matters arising from previous meetings

5.1 Acceptance & signature of minutes for Parish Council Meeting 15th September 2014

14.062 Resolved: The minutes of the Parish Council meeting of Monday 15th September 2014 were accepted and signed by the chairman.

5.2 Matters Arising:

5.2.1 (Clerk) expressed his continued concern relating to the overgrown hedge on the A38 (which is the responsibility of the Management Company at Courville Close). Despite visits and meetings with representatives of the management company no actions have been followed up. (TH) recommended that SGC highways be approached to take decisive action.

PC141020-1: Contact SGC highways to take action with regard to trimming the hedge back from the footpath.

Action to Clerk

5.2.2 (Clerk) requested from (SH) an update relating to the Merlin Housing funding for 3 additional pieces of equipment for the Cross Hands Play area. (SH) confirmed that she had received the formal application from the Parish Council but did not confirm the amount of money or the date the funds could be released due to ongoing commitments and projects.

5.3 Outstanding Actions:

None

6. Review and Recommendations from Committees:-

6.1. **Planning** (Meeting 15th September & 6th October) – Cllr Mike Webb reported as detailed within the Planning meeting minutes.

(SH) informed the Parish Council that planning application PT14/3506/F, Wayside Cottage had been refused by South Gloucestershire Planning due to infill within greenbelt.

(MW) presented to the Parish Council a response document from South Gloucestershire Council (SGC) relating to their Policies, Sites and Places Plan. SGC requested 2 questions be considered by the Parish Council. The planning committee recommended the motion that there is no local need for additional housing in Alveston to sustain the vitality of the Parish over and above that allowed by national and local planning policies and planning legislation. (MW) requested a resolution to conform to SGC requirements. (TH) proposed, (AP) seconded the motion and Councillors agreed unanimously.

14.063 Resolved: There is no local need for additional housing in Alveston to sustain the vitality of the Parish over and above that allowed by national and local planning policies and planning legislation.

6.2. **Playing Fields & Open Spaces** (no meeting)

6.3. **Footpaths & Allotments** – (No meeting) – Cllr Marcus Fry

(PC) reported that he attended an allotment day. Initially, due to inclement weather this was poorly attended, although as the day progressed and weather improved and more people turned out. Ultimately the day was successful as boarders were tidied and shrubs removed.

(MF) reported that sales of the Alveston Footpath Calendar were progressing well and that the liability to the Parish Council had now been covered by sales. (SB) requested a breakdown of income v's costs on a spreadsheet and to write a letter to Rolls Royce thanking them for their £150 contribution.

PC141020-2: Prepare a Alveston Walking Calendar breakdown of income v's costs on a spreadsheet.

Action to Clerk

PC141020-3: Write a letter to Rolls Royce thanking them for their £150 sponsorship.

Action to Clerk

(MF) reported that a meeting had taken place between himself and (Clerk). (AP) suggested that the issue of Dog Bins is an emotive issue among residents in the community and consideration should be given to a consultation prior to decisions being taken.

6.4. **Finance and General Purposes** - (Meeting 6th October) – (TH) reported as detailed within the Finance & General Purposes meeting minutes.

Approval to increase all 2015/16 Parish Council Charges by 3%: (TH) proposed that the Parish Council approve resolution 14060 of the F & GP committee that all charges for 2015/16 increase by 3%. (AP) seconded the motion and all Cllrs votes were in favour.

14.064 Resolved: The Parish Council approve a 3% increase of charges for 2015/16.

Play Equipment Annual H & S inspection: (TH) proposed that the Parish Council approve resolution 14061 of the F & GP committee which recommends that GB Sport & Leisure be instructed to action the request for the Parish Annual H&S inspection of Park & Play equipment at a cost of £130.00. (AP) seconded the motion and all Cllrs votes were in favour.

14.065 Resolved: The Parish Council approve instructing GB Sport & Leisure to action the request for the Parish Annual H&S inspection of Park & Play equipment at a cost of £130.00.

(TH) reported that the (Clerk) had made the Finance Committee aware of an estimate for the cost of the Parish Council election May 2015 for information to be included in the financial forecast / budget for 2015/16.

7. Mr James Pope – Headmaster Marlwood School

(AP) welcomed Mr Pope to the Parish Council meeting.

Mr Pope presented an introduction to Marlwood School (Working together for excellence), followed by a questions and answer session. Mr Pope invited councillors to visit the school and recommended that the Deputy Headmaster Mr Charles Reed be an initial point of contact. (Clerk) agreed to distribute to all councillors contact details for the school.

PC141020-4: Distribute to all councillors contact details for Marlwood School.

Action to Clerk

8. Code of Conduct

(TH) declared an 'interest in this item, and did not participate in the discussion or vote

(AP) proposed that due to the personal nature of this item it should be taken in a 'Confidential Section' at the end of the meeting in accordance with paragraph 38 of Standing Orders. This was agreed unanimously.

9. Representatives Reports

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

There have been several incidents involving the same offender at both the Ship Inn and Premier Inn. On occasions at varying times the offender has stolen items from the location and harassing staff. Over the past few weeks a male has been arrested five times for these offences and two burglaries. Enquiries are ongoing and the offender is due in court.

Otherwise a very quiet month for crime in Alveston/Rudgeway.

9.2. **South Gloucestershire Council** – Report presented Cllr Shirley Holloway

(SH) reported that construction of the wind turbines bordering the Parish will commence within six months. However the planning permission for this construction predated the agreement made between the government and energy companies relating to finance for community benefit. (SH) reported that she is seeking clarification and recommends that (Clerk) along with the Frampton Cottrell Parish Clerk arrange to meet E-tricity to discuss.

(TH) reported that the work carried out by South Gloucestershire Council relating to the Footpath on Gloucester Road (northbound bus stop) was inadequate and requested further action be taken. (SH) agreed to meet with (TH) in order to report back to SGC.

9.3. **St Helens School** – Report presented by (Clerk) in the absence of Chris Casey.

Big Write - thanks to the PC for support with this. The presentations at the Flower Show went well with all children except one attending to receive their prizes and awards donated by the Community Forum. Ken Pearce took photographs which I have put up in school on the Community Board and given to each winner. There has been a very positive response to this.

Bulb planting at the Parade - Class 2 will be involved in this on 6th November at 2pm. I will be helping too and hopefully take some more photos for the Board in school or persuade Ken to do so.

Large amount of work which has been ongoing by Governors is really ramping up at the moment to ensure we meet all of the Ofsted inspection requirements.

I have also been having school lunches recently to get a feel for the new S Glos provision and the children's views on the food. Two other Governors are sampling the new menus too. The change is as a result of the Government's provision of Free School Meals for the younger children. I had lunch with two tables of juniors eating the same food as the children. The children were very positive about the food and it was certainly a major improvement on my memory of school lunches. A report has gone to the GB.

9.4. **Other Representative Reports**

None

9.5. **Jubilee Hall**

(MF) reported that he attended the Jubilee Hall Management Committee meeting in October. This was dominated by two main issues, the maintenance around the Bell Tower and the Car Park. Currently a schedule of work is being completed for the Bell Tower. The JHMC discussed asking PC for a formal position relating to why the lease was not renewed and how the JHMC will look to

accommodate this for the future. (AP) commented that the PC position is on public record. (JS) stated that a “position statement” will serve no useful purpose and will only escalate argument.

9.6. Youth Centre

No report. (AP) requested that (clerk) forward an email to Ann Davis informing that (JS) is the Parish Council representative on the committee and forward a calendar of Parish Council meetings for next year.

PC141020-5: Forward an email to Ann Davis informing that (JS) is the Parish Council representative on the committee and forward a calendar of parish meetings for next year.

Action to Clerk

9.7. Alveston Community Forum

(MF) reported that a meeting had taken place, the topics being; Footpath Calendar and Christmas at the Parade. (Clerk) informed Cllrs that he attended and discussed the calendar finances with the Community Forum treasurer.

9.8. Alveston Trust

None

10. Website

(JS) reported on progress relating to the website and requested that chairs prepare a short update or “one liners” from meetings to ensure regular updates occur.

11. Correspondence

11.1. Correspondence for Information

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

11.2. Correspondence for Discussion / Action

(Clerk) had received two letters which had been distributed to all councillors for discussion and reply.

PC141020-6: Follow up letters & reply

Action to Clerk

12. Authorisation of Payments

12.1. Payments.

12.1.1. Payments authorised at the F&GP meeting 6th October

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs Alison Peters & Mike Webb

Details	Chq. no	£
OS Publishing Licence – Calendar	2469	57.00
Pothole Repair	2470	20.00
Clerk Expenses (Various)	2471	60.87
Annual Parish Insurance	2472	2676.48
National Conference – Day Delegate	2473	82.80
Meeting Room Hire	2474	32.56
Empty 3 * Bins – Aug/Sep	2475	66.10
Grounds Maintenance Contract - Sep	2476	1176.20
Stress Free Print Invoice (Calendar)	2477	677.66

Details	Chq. no	£
Total Payments		£4,849.67

12.1.2. Payments authorised by Cllrs James Sumner & Mike Webb

Details	Chq. no	£
Water – Jubilee Playing Field (6 month)	2478	29.37
Water – Allotments (6 Month)	2479	256.79
Photocopy & Printing	2480	11.64
Tax & NI Payment	2481	674.13
Salary – Cemetery Caretaker	2482	92.72
Salary – Daily Inspection / Sweep	2483	173.60
Salary / Mileage / Allowance - Clerk	2484	1216.87
Total Payments		£2,455.12

12.2. **Income Received**

12.2.1. Recent Receipts

Details	Chq. no	£
Gross Interest	T/Fer	2.77
Square/Pitch Hire 2014 Season	Inc2420	525.00
Walking Calendar Sponsorship	Inc2421	50.00
Total Receipts		£577.77

14.066 Resolved: That all receipts and payments presented to the PC meeting on 20th October 2014 were accepted.

13. **Any Other Business**

(Clerk) raised concerns relating to an incident where an Openreach engineer was locked within the area between the internal and external cemetery gates after attending for repairs to the telephone mast located in the field adjacent to the cemetery. After further investigation (Clerk) believes that there is a permanent right of way to allow access to the field and that the Parish council have been locking the gates at night unaware of this right of way. (MW) suggested he speak to a person who could confirm this and will report back.

Meeting closed at 21.00 pm.

**The next Council Meeting is on
Monday November 17th 2014 at the Jubilee Hall**