

**Minutes of the Parish Council Meeting
Held on 16th March 2015 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Terry Hunt (TH), James Sumner (JS), Paul Caddick (PC), Mike Webb (MW), Steve Blick (SB), Shirley Holloway (SH) (SGC), PC Tony Blackmore (TB), PC Sean White (SW).
Graham Smith (Clerk)

1. Apologies for Absence

Marcus Fry (MF), Maggie Tyrrell (MT), Chris Casey (CC).

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

Mr. Andy Cotter, Came & Co. Council Insurance Broker.

5. Guest Speaker – Mr. Andy Cotter, Local Council Insurance

Mr Cotter gave a 10 minute presentation to councillors concerning the function of a broker within the insurance process for parish councils for councillors to consider prior to insurance renewal in September 2015.

6. Minutes and matters arising from previous meetings

5.1 Acceptance & signature of minutes for Parish Council Meeting 16th February 2015

15.025 Resolved: The minutes of the Parish Council meeting of Monday 16th February 2015 were accepted and signed by the chairman.

5.2 Matters Arising:

5.2.1. (Clerk) informed members that he had inspected the “highway adopted land” located within the parish along the A38 which had recently undergone major works due to the laying of new cables. This inspection had taken place with Gary Meyer from South Gloucestershire Council responsible for maintenance and it was concluded that further cuts would not take place in areas of damage due to the amount of protruding stones and rubble left in situ by the contractor. The rocks and rubble would be a health & safety issue and could cause significant damage to mowers.

PC150316-01: Write a letter to South Glos Council relating to action to be taken to remove rubble and stones left in situ by contractors working on highway adopted land along the A38.

Action to Clerk

5.3 Outstanding Actions:

(Clerk) updated members of progress relating to current actions as listed on the distributed action list. There were no urgent or expired/outstanding actions to report.

7. Review and Recommendations from Committees:-

7.1. **Planning** (Meetings 16th February, 2nd March) – Cllr Mike Webb (MW) reported as detailed within the Planning meeting minutes.

7.2. **Playing Fields & Open Spaces** (No meeting) – (JS) enquired whether a date for the installation of the new play equipment had been given. (Clerk) replied that none had been received but will chase next week.

7.3. **Footpaths & Allotments** – (Meeting 2nd March) – No report was given due to the absence of Cllr Marcus Fry. (PC) informed councillors that the allotment AGM would take place on Monday 23rd March at the Jubilee Hall at 7PM to which he will attend.

- 7.4. **Finance and General Purposes** - (Meeting 2nd March) – Cllr Terry Hunt reported as detailed within the Finance & General Purposes meeting minutes.

(TH) requested that the Parish Council approve the 2015/16 charges schedule as presented by (clerk). (TH) proposed that the schedule of parish council charges and amendments to the location / sale of grave plots be approved by the parish council. (AP) seconded and all councillors agreed unanimously.

15.026 Resolved: The 2015/16 schedule of charges are approved.

8. Representatives Reports

- 8.1. **Police Matters** – PC Tony Blackmore & PC Sean White presented the police report.

PC Tony Blackmore is pleased to report that crime and incidents for the past month have been very low. Reported on 8th & 15th March were attempted break-ins at the Alveston Post Office however, nothing had been taken as the shop alarm alerted the shop keepers who are resident above the post office. A vehicle (Ford Ka – W635 0YR) had been observed by local residents and investigations are on-going. On February 27th (Ship Inn) there was a substantial unpaid tab reported, the offender is known by the police and currently under investigation. A suspicious male had been reported playing football with children and in the park opposite St Helens school and upon further investigation it appeared that the person had not been in the area since the report.

No traffic collisions to report.

The next beat surgery will take place on March 23rd between 11AM – 12 Noon at the Ship Inn and on Monday 24th April between 6PM – 7PM at Hadrell Court.

The next SSCG meeting will take place at Thornbury Leisure Centre on 28th May 2015.

(Clerk) informed that he had once again received an email of complaint from a resident relating to the Motocross event which had taken place on 14th March and enquired on behalf of the resident whether this event was permissible under law. Tony Blackmore replied that if the event has the permission from the land owner then the law is not being broken however, there are possible implications relating to congestion within the area on event day and nuisance should the noise decibel exceed that which is acceptable. Tony Blackmore confirmed that he would look into this further.

- 8.2. **South Gloucestershire Council** – Report presented by Cllr Shirley Holloway.

(SH) confirmed to councillors that at a meeting of the South Gloucestershire and Severn Vale Area Forum it was agreed that funds to be allocated to road calming and improvement measures for the area outside St Helens' School. (Plans were made available for councillors to inspect)

It was confirmed that the application for the enforceable speed restrictions to be placed along the Itchington Road was not successful due to financial constraints. However, various warning signs relating to speed will be erected along the stretch of road, for example, Horses / Bikes & Bends.

- 8.3. **St Helens School** – No Report.
- 8.4. **Other Representative Reports** – No Reports
- 8.5. **Jubilee Hall** – No Report
- 8.6. **Youth Centre**
(JS) informed councillors that the Youth Centre AGM is taking place on the 13th April. The committee are pushing ahead with the work for new fire doors and looking to introduce online booking for room / hall hire.
- 8.7. **Alveston Community Forum** – No Report
- 8.8. **Alveston Trust** – No Report

9. Agenda for Annual Parish Meeting

(Clerk) presented agenda as follows: -

Wednesday 22nd April 2015 at 7.30 pm. Jubilee Hall, Alveston

1. *Welcome by the Chairman* *Alison Peters*
2. *John Dyer Award – presented by Mike Josey* *Mike Josey*
3. *Community Reports*

<i>Jubilee Hall Management Committee</i>	<i>Brian Lee</i>
<i>Youth Centre Management Committee</i>	<i>Ivor Bryant</i>
<i>Alveston Trust (Alveston Charities)</i>	<i>Elaine Lee</i>
<i>St Helen's School Governors</i>	<i>Chris Casey</i>
4. *The Community Forum* *Peter Waller*
5. *Parish Council Chairman's Report* *Councillor Alison Peters*
6. *Parish Council Committee reports.*

<i>Parish Budget & Finances</i>	<i>Councillor Terry Hunt</i>
<i>Planning Committee</i>	<i>Councillor Mike Webb</i>
<i>Playing Fields & Open Spaces</i>	<i>Councillor James Sumner</i>
<i>Footpaths & Allotments</i>	<i>Councillor Marcus Fry</i>
7. *Open Forum – Questions and Discussion*
8. *End of business* *Councillor Alison Peters*

10. Parish Council Elections

(Clerk) distributed election packs and timetable to councillors.

11. Correspondence11.1. Correspondence for Information

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

11.2. Correspondence for Discussion / Action - None**12. Authorisation of Payments**

12.1. Payments.

12.1.1. Payments authorised at the F&GP meeting 2nd March

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs Alison Peters & James Sumner

Details	Chq. no	£
Grounds Maintenance Contract - Feb	2530	1176.20
Broadband, Calls, Line Rental (quarter)	2531	166.76
Trees, purchase & t/fer	2532	145.00
Localism – Q4 (Highways & Dog Bins)	2533	1,281.39
Litter busters – (Grant Aid)	2534	138.00
Settlement of outstanding & close a/c	2535	25.55
Clerk – Various expenses	2536	27.63
Total Payments		£2,960.53

12.1.2. Payments authorised by Cllrs Mike Webb & James Sumner

Details	Chq. no	£
Annual subscription	2537	479.34
5 * Good Councillor Guide	2538	12.50
Cross Hands Play Equipment	2539	9,435.60
Annual subscription / donation	2540	36.00
Salary – Cemetery Caretaker	2541	92.72
Salary – Inspection & ¼ly Bus Shelter	2542	303.50
Clerk – Salary & Expenses	2543	1,325.89
Remedial work: Resolution 15018	2544	851.00
3 * Litter Bin empty	2545	66.10
Total Payments		£12,602.65

12.2. Income Received

12.2.1. Recent Receipts

Details	Ref.	£
Gross Interest	T/Fer	3.57
Grant toward Cross Hands Play area	T/Fer	6,837.00
Total Receipts		£6,840.57

15.027 Resolved: That all receipts and payments presented to the PC meeting on 16th Mar 2015 were accepted.

13. Website

(JS) requested that Cromhall Media be asked to reposition the councillor vacancy to a higher priority / profile on the website and likewise the forthcoming council elections.

14. Any Other Business

(TH) informed councillors that this meeting would be his final meeting as councillor and that he had enjoyed his time as a councillor and was pleased to be able to contribute to the welfare of the village whilst retaining good budgetary control. He had felt concerned relating to negative and unconstructive comments which came from residents at times and felt this negative side of the job does not bode well for attracting residents who wish to volunteer for a councillor position.

The Parish Council expressed a sincere thank you to (TH) for his work and commitment.

Meeting closed at 20.20 pm

**The next Council Meeting is on
Monday April 20th 2015 at the Jubilee Hall**