

**Minutes of the Parish Council Meeting  
Held on 19<sup>th</sup> December 2016 at 7.30pm at the Jubilee Hall.**

**Present:** - Cllrs Alison Peters (AP) (Chairman), Marcus Fry (MF), Mike Webb (MW), James Sumner (JS), Steve McMillan (SM), David Morgan (DM), Anne Curtis (AC), Chris Casey (CC), Maggie Tyrrell (MT),  
Graham Smith (Clerk)

**1. Apologies for Absence**

Cllrs Paul Caddick (PC), Steve Blick (SB), PC Sean White (SW), Shirley Holloway (SH).

**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 21<sup>st</sup> November 2016

**16.075 Resolved:** The minutes of the Parish Council meeting of Monday 21<sup>st</sup> November 2016 were accepted and signed by the chairman.

5.2 Matters Arising:

(Clerk) informed Cllrs that he had received a reply from SGC relating to the request for an update relating to the prevention of vehicular access to the Down Road green space. Three statutory undertakes could be affected by the proposal, these being Wales and West, Western Power and BT. The SGC engineer has subsequently organised site meetings with the plant protection engineers from both Wales and West and Western Power and both have now confirmed that their plant will be within the zone of influence and require further details in order to proceed. Dig trail holes are now required in order to confirm the depths and positions, as the plans provided by the utility companies are only indicative, and produce a typical cross section. SGC have been having trouble getting BT to site and are currently chasing them to organise an initial meeting which is scheduled for early in the New Year in order to carry out the trail hole towards the end of January .

(Clerk) informed Cllrs that a final decision relating to the two public telephone boxes within the Parish had been received and that the Telephone Box located on Thornbury Hill (opposite the Ship Hotel) will be removed and the box located at GREENHILL ROAD ALVESTON BRISTOL, BS35 3LT (01454411881) will remain. As Cllrs are aware 67 calls were made within the past 12 months and whilst this is not near the SGC/BT 120 benchmark set for frequent usage, it does demonstrate that the payphone is used on average at least once a week, and therefore substantiates the consultation feedback. South Gloucestershire Council recommended that British Telecom reviews call volumes over the next 3 years and another proposal for removal of the payphone may be submitted if usage drops significantly.

(Clerk) informed Cllrs that he had receive an email from the owner of the property located adjacent to the Jubilee Field with an update relating to the replanting of the hedge. It was reported that the work had been completed and needs a few months to take hold and grow. There is a good density of shrubs planted. A boarder has been created and a membrane to stop weeds growing inserted. Chippings have been placed on top of the membrane. The saplings were planted into mulch which will fertilise and promote growth.

- 5.3 Outstanding Actions:  
(Clerk) informed Cllrs that (MW) & (Clerk) had investigated the possibility of placing a community Orchard at the Down Road green space and identified a possible location.

**PC161219-01:** - Contact SGC to investigate the feasibility of adopting land at the Down Rd greenspace for the purpose of a community orchard.

**Action to (Clerk)**

(Clerk) informed Cllrs that he had investigated (with (MW)) the situation regarding access to Quakers Cemetery on behalf of a resident as requested.

## 6. Review and Recommendations from Committees

- 6.1. **Planning** – (Meeting – 21st November / 5th December) Cllr Mike Webb reported on the meetings as detailed within the Planning meeting minutes.
- 6.2. **Playing Fields & Open Spaces** – (No Meeting)
- 6.3. **Footpaths & Allotments** – (Meeting – 5<sup>th</sup> December) Cllr Marcus Fry reported on the meetings as detailed within the Planning meeting minutes.
- (MF) informed Cllrs that SGC had diverted the footpath (Broiling Wells) around the muddy bridleway in order to keep this open and operational.
- 6.4. **Finance and General Purposes** - (Meeting – 5th December) Cllr James Sumner reported as detailed within the Finance & General Purposes meeting minutes.

## 7. Representatives Reports

- 7.1. **Police Matters** – (Clerk) reported in the absence of PC White.
- The Forecastle, Theft from one of the rooms. (No suspects)
  - Marlwood School.. Gates lifted of hinges over the weekend of December 10<sup>th</sup>/11<sup>th</sup>. (No entry gained)
  - Theft from motor vehicle (Van) in Quarry Mead the same weekend.
  - Several students spoken to at Marlwood School about sexting and racist bullying which is being dealt with by the school.

Nothing else to note, but BE AWARE that there had been some dwelling Burglaries in Thornbury over the last month and several with the same M.O in Bradley Stoke and Downend with a few in Yate, therefore suspects are travelling. Usual advice around empty houses and lights on timer switches etc.

- 7.2. **South Gloucestershire Council** – (MT) reported.  
(MT) informed Cllrs that the traffic calming measures had been scheduled to be implemented in October however, SGC neglected to obtain the road closure in order and the works had to be postponed. It has now been planned for the first school holiday after Christmas. (MT) informed Cllrs that approval had been gained to install bollards outside St Helen's school in order to prevent parents parking on the pavement.

The Joint Spacial Plan consultation had closed on 19<sup>th</sup> December. SGC will be switching to a "Cabinet" system resulting in less flow of information. The number of Cllrs SGC will hold is due to reduce which may have an effect upon Thornbury / Alveston and Cllrs are awaiting notification of the closure of the Kingswood office.

- 7.3. **St Helens School** – (CC) reported.  
(CC) informed Cllrs that the school is performing well and rapidly moving toward "outstanding". The pupil numbers are increasing with both reception and Year 5 being full. A new chair of Governors has been appointed with the current Chair taking the role of deputy which gives a level of consistency, likewise all governors now have a deputy.

The Multi Use Games Area is 10K short on funding although several grants have been applied for and a 10K grant from Tesco has been received.

There have been attendance problems with a number of children.

SIAS (Statuary Inspection Of Anglican Schools) is due next year and this will be seen by the School as a trail run for OFSTED.

The School choir attended the Alveston community Forum Christmas at the parade event.

(AP) asked (CC) how long is her current tenure to which (CC) replied that she had been re-elected for a further three years.

(AP) thanked (CC) on behalf of the Parish Council.

7.4. **Alveston Community Forum** – (Clerk) reported.

(Clerk) informed Cllrs that the Christmas at the Parade event organised by the Community Forum was a great success. Over £300 was raised which was to be donated to the Alveston Scouts / Beavers. With favourable weather it was noticed that attendance was more that that of previous years.

7.5. **Jubilee Hall** – No report

7.6. **Youth Centre** – (SM) reported and thanked the Parish Council on behalf of the Youth Centre for the Grant monies.

7.7. **Other Representative Reports** – (No reports)

(SM) informed Cllrs that a meeting had been arranged to discuss the future of the John Dyer award.

**8. Budget / Precept**

	2015/16	2016/17		2017/18
	Actual	Budget	Projected Actual	Proposed Budget
<b>Finance &amp; GP - Expenditure</b>	27845	32379	29690	32379
Income	5712	4485	4140	4485
Precept	52237	53259	53259	54314
LCTS Grant	2488	1177	1128	655
<b>Net expenditure</b>	<b>-32591</b>	<b>-26542</b>	-28837	-27009
<b>Parks &amp; Open Spaces - Expenditure</b>	20363	22189	21500	22672
Income	3915	2193	3100	2235
<b>Net expenditure</b>	<b>16448</b>	19996	18400	20437
<b>Footpaths and Allotment - Expenditure</b>	6474	7514	6700	7540
Income	1292	968	1086	968
<b>Net expenditure</b>	<b>5182</b>	6546	5614	6572
<b>Total Budget - Expenditure</b>	54682	62082	57890	62591
Income	65644	62082	62713	62591
<b>Net expenditure</b>	<b>-10,962</b>	<b>0</b>	<b>-4,823</b>	<b>0</b>
<b>Precept</b>	<b>52237</b>	<b>53259</b>		<b>54248</b>

(Clerk) presented to Cllrs the budget figures as approved at the F & GP meeting (5<sup>th</sup> Dec) for approval. It was highlighted to Cllrs that the confirmed LCTR Grant had been confirmed by SGC as £655 which adjusted the precept requirement to £54,248. (AP) proposed that the Parish Council approve the 2017/18 budget figures, (MW) seconded the proposal and all Cllrs unanimously agreed.

**16.076 Resolved:** The Parish Council approve the 2017/18 budget.

(AP) proposed that the Parish Council approve the 2017/18 precept figure, (JS) seconded the proposal and all Cllrs unanimously agreed.

**16.077 Resolved:** The Parish Council approve the 2017/18 budget.

## 9. Correspondence

9.1. Correspondence for Information

(Appendix A)

9.2. Correspondence for Discussion / Action

None

## 10. Authorisation of Payments

Payments authorisation by Cllrs Anne Curtis & Marcus Fry on the 5<sup>th</sup> December 2016

10.1.

Details	Chq. no	£
Grounds Maintenance Contract - Nov	2751	1212.20
Grant Order 1	2752	200.00
Grant Order 2	2753	222.00
Grant Order 3	2754	250.00
Grant Order 4	2755	100.00
Litter Bin Empty	2756	66.10
Total Payments		£2050.30

10.2. Payments authorised by Cllrs Marcus fry & Anne Curtis

Details	Chq. no	£
Salary – Inspection / Clean	2757	332.60
Clerk – Salary & Expenses	2758	1327.30
Salary – Cemetery Caretaker	2759	102.80
Photocopy / Print	2760	14.12
Date Protection	2761	35.00
Room Hire – Invoice 79	2762	71.11
Annual H & S Inspection	2763	225.00
2 * Internment (CR)	2764	150.00
Annual Membership	2765	157.00
Total Payments		£2,414.93

## 10.3. Recent Receipts

Details	Ref.	£
Gross Interest	DCR	7.02
CR Internment	inc2722	163.00
D of G & Internment – Plot 78	inc2721	270.00
Internment - Grave Plot 37	inc2723	146.00
Memorial Stone - Grave Plot 34	inc2724	146.00
Memorial Stone - Grave Plot 65	inc2740	292.00
Total Receipts		£1024.02

**16.078 Resolved:** That all receipts and payments presented to the PC meeting on 19<sup>th</sup> December 2016 were accepted.

**12. Website / Helmet**

Budget Approval. / Use it or loose it “Phone Box”.

**13. Any Other Business**

(Clerk) informed Cllrs that due to annual leave there would be no person available to take the minutes of the Planning and Finance & GP meeting scheduled for the 9<sup>th</sup> January. Cllrs concluded that the Finance & GP meeting be rescheduled to a short meeting prior to the Parish council meeting scheduled for 16<sup>th</sup> January and urgent payments are approved to be signed out of meeting. (Clerk) is to discuss with (MW) re planning applications and pass the Jubilee Hall keys to (MW) if it is agreed for a meeting to go ahead.

(Clerk) asked Cllrs whether the correspondence box should continue in light of the fact that the May correspondence box along with 5 others were still amidst Cllrs. It was agreed that Clerk should continue with the distribution box however, this should be brought to each meeting for Cllrs to review.

Meeting closed at 20.20 pm

**The next Council Meeting is on  
Monday January 16<sup>th</sup> 2017 at the Jubilee Hall**