

Minutes of the Footpaths & Allotments Committee Meeting

Held on 3rd March 2014 at 8.00 p.m. in the Bush Room

Present: - Cllrs. Marcus Fry (Chairman), Ann Wilkins (AW), Terry Hunt (TH), Phil Squires (PS), Alison Peters (AP), Paul Caddick (PC), Erika Booth (EB)
Graham Smith (Clerk)

1. Apologies for Absence

None

2. Evacuation Procedures

Evacuation procedures were noted

3. Public Participation

None

4. Declaration of interests

Erika Booth declared representation from the Alveston Allotments Association

5. Minutes of the previous meeting

5.1. Minutes of the previous meeting held on 2nd December 2013

13081 Resolved: The Minutes of the meeting held on 2nd December 2013 were agreed

5.2. Matters arising –

FP131202-2 - Contact SG Street Care with regard to strategy relating to upgrading bus shelters.

Action to Clerk

(Clerk) liaised with Richard Kemble at South Gloucestershire council and presented the findings in a report presented to the committee. – Action Closed

FP131202-4 - Request – Contact all neighbours of allotments by letter stating that the AAA will prune trees / bushes / shrubs that overhang onto the allotments

Action to Clerk

The letter to be distributed to the allotment neighbours was approved and to be distributed on Tuesday 4th March - Action Closed

5.3. Outstanding Actions

Actions from previous meeting are detailed on Action List

6. Budget 2014/15

(MF) proposed that the Footpaths and Allotments budget for 2014/15 which was presented to the committee be approved. (AP) seconded the motion and the committee unanimously approved the budget.

13082 Resolved: The 2014/15 Footpath and Allotments budget is agreed and approved.

7. Bus Shelters

7.1. Bus Shelter report

(Clerk) presented to the committee a report following a recent inspection of the bus stops within the Parish.

Polycarbonate

1	A38 northbound opposite Rudgeyway Park	<i>All round clean required</i>
2	A38 southbound o/s 70 Gloucester Rd. Rudgeyway	<i>Generally Tidy – Window Wash required</i>
3	A38 northbound opposite the Masons Arms, Rudgeyway	<i>Generally Tidy – Window Wash required</i>
4	A38 southbound opposite Alveston House Hotel, Alveston	<i>Google advert requires removal (letter sent), Volkswagen graffiti, weeds at base. Windows require clean.</i>
5	A38 northbound lay-by opposite Church Rd. Rudgeyway	<i>Neat & Tidy–Moss growth requires removing from roof</i>
7	Thornbury Rd. o/s Thornbury Cricket Club	<i>Graffiti on Back Board, Display advertising? Weed growth around base, empty sign chained to timetable? Secured Box?</i>
9	Greenhill Down. Alveston. opposite Greenhill Parade	<i>Timetable moved due to fire damage (now on post next to bus stop). Moss on windows – requires cleaning</i>

Stone Built

1	A38 northbound o/s The Old Vicarage, Gloucester Rd. Alveston	All neat & tidy
2	Thornbury Rd. o/s Merrymeade. Opposite The Ship Hotel	All neat & tidy

FP140303-1 - Contact SGC to enquire status of green cabinet and advertising sign situated next to the bus shelter 7.

Action to Clerk

(Clerk) presented to the committee an in-depth report from SG Street Care strategy relating to upgrading bus shelters along the A38 and within the Parish and summarised the report as follows: -

A Partnership Board has been created to oversee delivery of the traffic management and infrastructure measures. Representatives of the bus operators and officers from the three authorities will attend. The Partnership Board will provide progress reports to West of England Joint Transport Executive Committee and is structured on similar lines to the Programme Delivery Board that oversees implementation of measures being delivered through the Local Sustainable Transport Fund.

An audit of all existing bus stop infrastructure is about to get underway and this will assess what's in situ and scope what needs to be provided or replaced within the constraints of the funding. Installation of raised boarders will be the priority given that the bus services are now low-floor accessible. Certain existing parish-owned shelters may not have the cabling necessary to facilitate real-time information signs and individual Parish/Town Councils will be contacted about specific sites in due course. Tom Roberts (01454 863732) has been detailed to lead this project.

8. Street Scene

- 8.1. Dog Bins – With the advent of the immanent new contract with South Gloucestershire Council relating to the continued emptying of dog bins within the Parish the committee discussed the future with regard to rationalising location of bins and creating public awareness. The committee agreed to retain the status quo with regard to the first six months of the contract and requested that the clerk monitor efficiency.

FP140303-2 – Monitor the efficiency of South Gloucestershire Council as contractors, actions to create public awareness and analyse the areas in which Dog Bins may be rationalised during the second half of the year.

Action to Clerk

- 8.2. Charges by South Gloucestershire Council relating to the routine disposal of green/garden waste:- Clerk reported to the committee that communication from South Gloucester Council to the Parish Council relating to the detail of these changes was very late as the Clerk had only been made aware of this the same week as the public. (Clerk) produced the communication to the public from South Gloucestershire Council which was a plastic leaflet which had been deposited upon the green waste bins. A majority of councillors had not received this communication due to the green bin not being left out for emptying. The committee requested that the Clerk investigate the reasons behind the lack of effective communication.

FP140303-3 – Contact South Gloucestershire Council relating to efficiency of communication.

Action to Clerk

- 8.3. Fly-tipping – (PS) raised concern relating to the increase in tipping of garden waste in undesignated areas such as footpaths and laybys. (Clerk) highlighted the fact that this already occurs at the footpath adjacent to the Old Gloucester Road and with the advent of the charges by SGC this issue may get worse.

FP140303-4 – To monitor illegal tipping of garden waste products and report.

Action to Clerk

9. Allotments

- 9.1. (MF) reported that an allotment inspection took place on 2nd February with no major issues to report with the exception of the access track to plot 1 being particularly boggy due to the adverse wet weather. (EB) will monitor this.
- 9.2. After an assessment of the allotment track an action to increase the length of the track is being considered. (EB) reported that this is being looked into by the Alveston Allotments Association who will fund this if required.
- 9.3. (EB) informed the committee that the Alveston Allotment Association Annual General Meeting will take place on Monday 24th March at 7PM in the Jubilee Hall. This is a public meeting and any member of the public is invited to attend.
- 9.4. (Clerk) informed the committee of Allotment movements. One resignation has been received and clerk will inform the first on the waiting list of allotment availability.
- 9.5. (MF) asked the committee to consider the annual increase in allotment fees. (Clerk) provided a table of incremental percentage increases for the committee to consider. It was unanimously agreed that it is fair to implement an increase in line with other Parish Council price increases of 5%.

13083 Resolved: The increase of allotment fees will be in line with other Alveston Parish Council fee increases of 5% to £27.50 per plot and £16.50 per half plot per annum.

FP140303-5 – To write to all allotment holders relating to the price increase and invoice accordingly.

Action to Clerk

10. Footpaths

10.1 Footpath Wardens – Ongoing strategy

(MF) provided committee members with a report relating to how to increase footpath usage and proposed a strategy relating to the footpath wardens group with the aim that the group adopt the footpaths in the Alveston footpath guides. Two meetings have been held and support was good. (MF) also suggested that providing risks were managed the group members would be happy to lead public walks.

FP140303-6 – To progress the meeting held re- people interested in becoming Footpath Wardens.

Action to Clerk

10.2 Footpath Calendar initiative - (MF) provided committee members with a report describing ideas relating to the publication of a walking calendar and looked to community groups to contribute each month.

10.3 A celebration walk was proposed to mark the opening of the Old Down footway, completing the section from Alveston to Old Down. Idea's included a return walk circa Easter with a celebratory opening and an opportunity for Cross Hands, Old Down Cafe, Fox, and Mason's Arm to support any hospitality.

(AP) proposed that to correlate all ideas and bring a structure to the initiatives introduced by (MF) that a subcommittee be established whereby members may analyse the report, share ideas and suggestions and action the approved ideas.

FP140303-7 – To progress the proposal presented by (MF) by establishing an F & A subcommittee.

Action to F & A Committee members

11. Any other business

None

Meeting ended at 20.50 pm.

**The next meeting of the Footpaths & Allotments Committee is on
Monday 2nd June 2014 at 19.45pm.**