

**Minutes of the Parish Council Meeting
Held on 16th August 2010 at 7.15 p.m. in The Jubilee Hall.**

Present: - Cllrs John Cutland (Chairman), Terry Hunt, Brian Davis, Bernard Willcox, Mike Webb, Peter Taylor, Brian Lee, Allison Peters, Hannah Richmond, Shirley Holloway (SGC).

Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Phillip Squires (Holiday), Kitty Davies (work), Maggie Tyrrell (SGC).

2. Evacuation Procedure

The evacuation procedure was noted

3. Public Participation

None

4. Declaration of Interests

None

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 19th July 2010

Resolved: The minutes of the Parish Council meeting of Monday 19th July 2010 were accepted and signed by the chairman.

5.1. Matters Arising

None

5.2. Outstanding Actions

- 5.2.1. ***(21/9/09) Clerk to obtain costs for replacement litter bin. Action to Clerk***
F100510-1 The Clerk to prepare Litter/Dog Bin Survey Packs. Action to Clerk
 Ongoing 16/8/10

- 5.2.2. ***(19/10/09) Clerk to discuss with SG the possibility of improving the pedestrian access along Old Glos Rd. Also to contact The Ship with a view to encouraging them to cut their boundaries. Action to Clerk***
 Ongoing 16/8/10

- 5.2.3. ***(19/10/09) Clerk to add the replacement of the Parish map on the Greenhill Parade notice board to the next PC agenda Action to Clerk***
 Ongoing 16/8/10

- 5.2.4. ***100215-10 To report progress on allocation of Merlin funds Action to Cllrs Tyrrell & Holloway***
 Shirley Holloway reported that the majority of the money in the fund was now earmarked to help pay for a pedestrian crossing at the Cross Hands. It was still not possible to clarify the project although it is hoped that early survey work would start soon. To be reported further as progress is made.

- 5.2.5. **100315-02 To write to the SG Highways Department giving the Parish Council's support to a weight restriction on the B4427/B4059 between the A38 at Rudgeway and the B4058 at Iron Acton.** **Action to Clerk**
Ongoing 16/8/10
- 5.2.6. **100621-1 To check the Parish records for information about previous projects to develop the Jubilee Hall.** **Action to Clerk**
Ongoing 16/8/10
- 5.2.7. **100719-1 To draft a response to SG Core Strategy and circulate to members for comment.** **Action to Clerk**
- 5.2.8. **100719-2 To seek clarification of the requirements for the nominee to the St Helen's School Governor.** **Action to Clerk**

The Clerk had spoken with the chair of the Governors of St Helen's School who acknowledged that Les Forrest had reached the end of his second term as Parish Council nominee to the board of governors. It was confirmed that, in due course, the Parish Council would receive a letter requesting them to nominate someone as a governor for the next four year term. The nominee does not have to be a councillor and can be a parent or teacher and the Parish Council nomination serves as the only selection process for the post.

Action closed. 16/8/10

- 5.2.9. **100719-3 To enquire further if additional road markings would be possible/appropriate at the junction of Stoney Stile Rd and Greenhill Rd.** **Action to Maggie Tyrrell**

Shirley Holloway confirmed that we had reached "the end of the road" with SG Council over this problem and reminded the meeting of the policy that operates when considering expenditure on road safety improvements. There needs to be "proof of accidents" to make a difference and there was no record of any incidents at this road junction. It was suggested that the likelihood of having any re-lining work done was fairly remote.

Action closed 16/8/10

6. Recommendations from Committees

- 6.1. **Planning** (meeting held 2nd August 2010) - Cllr Brian Lee reported on the meeting as in the minutes.
100816-1 To forward to Shirley Holloway the Planning Consultation response re. Cedarstones, Stroud Common. **Action to Clerk**
- 6.2. **Playing Fields & Open Spaces** – (meeting held 2nd August 2010) – Cllr Alison Peters reported on the meeting as in the minutes. No recommendations brought forward.
- 6.3. **Footpaths & Allotments** – (no meeting)
- 6.4. **Finance and General Purposes** - (meeting held 2nd August 2010) – Cllr Terry Hunt reported on the meeting.

Reserve Account – In a discussion about the Reserve Account figures presented to the F&GP meeting, there had been some confusion that the figures may have been incorrect. Terry Hunt reported that since the meeting, the figures had been checked and were found to be correct. Additional explanation has been added to aid clarification.

Youth Centre Reserve Fund – Terry Hunt explained to the meeting that he had misunderstood the historical purpose of the YC Reserve Fund. He had understood that the current fund of £1,974 was available to provide the grant the Council had agreed to make to the YC roof repairs when, in fact, it was intended as a contingency fund in case the YC Management team were unable to fulfil their role. This meant that the £2k grant would now be funded from the unallocated general reserve fund.

Youth Centre Grant – Ivor Bryant, the chairman of the YC Management Committee had given a more detailed report of the roof problems and the project details of how the repairs would be achieved. More details are shown in the F&GP meeting minutes.

6.4.1. Grant Aid Policy

The draft Grant Aid Policy and associated papers had been circulated to all members for comment and several detailed suggestions had been made. It was generally agreed that the suggested changes should be incorporated and the changed document re-circulated as the final draft.

Peter Taylor queried the policy to exclude operational costs from any grant application. He felt that the majority of previous grants had been for running or “operational” costs and we should not exclude them now.

Terry Hunt, in supporting the view, suggested that all references to making grants for running or capital costs in the policy should be removed.

There followed a general discussion about limiting the applications to one per applicant per year and other details.

It was generally agreed that we should leave the policy as open as possible and not exclude anyone at the application stage but make the decisions based on the merit of each application received.

Resolved: To ensure the Grant Aid Policy was as open as possible with no exclusions to number of applications allowed or for what purpose the grant was sought.

6.4.2. NJC revised car allowances 2010/11

The casual user rate of 60.1p per mile has been raised to 65.0p per mile.

Resolved: To adopt the revised NJC casual user mileage rate of 65.0p per mile for the Clerk’s expenses.

6.4.3. Bank Details

Peter Taylor expressed some concerns about the distribution of bank statements with the reconciliation papers and included with the F&GP meeting minutes. He explained that the bank statement contained detail about the accounts that should be confidential. It was agreed to exclude copies of the bank statements in future distributions.

7. Representatives Reports.

7.1. Avon & Somerset Police

No report received.

7.2. South Gloucestershire Council

Cllr. Shirley Holloway explained to the meeting that SG Council were currently reviewing every aspect of their expenditure and there were great concerns about the anticipated reductions in Government funding and the effect on local services. She warned that very few areas would escape significant reductions but that detail was unlikely to be known for some time. Meanwhile, many projects and new work had been placed on hold until the financial position was clarified.

Brian Lee asked if the Parish Council could be provided with detail about what is now happening with the proposed new footpath between Thornbury and Alveston.

100816-2 To establish the plans and current status of the new footpath between Thornbury and Alveston
Action to Shirley Holloway

Lodge Farm consultation. - Disappointment was expressed that the Parish Council had not been consulted about the future of Lodge Farm. Shirley Holloway confirmed the strategy for the SG owned Lodge Farm in that there was a need to maximise any funds created from the property whilst at the same time considering community wishes. It is hoped that any moneys made available would go to support costs at Thornbury Leisure Centre.

7.3. Oldbury SSG

Bernard Willcox reported about the most recent meeting he attended. The meeting notes are circulated to all, but of significance was that currently Oldbury PS will be shut down next year (2011) although they are currently considering plans to keep it open for a further year.

Bernard Willcox is unable to attend the next meeting on 6th October and asked if anyone could attend in his place. There were no volunteers.

8. Community Forum

Brain Lee reported on current projects.

Village of the Year – Alveston had won this year's CPRE Village of the Year Competition. Not just the area competition in S Glos but Overall Winner of large villages in Avonside. Beating Bathford (BANES) and Wrington (N Somerset).

Members of the Parish Council expressed their delight in this achievement and wished to thank the Community Forum and its members for leading the entry and working so hard to gain the award.

In detailing the award feedback, Brian Lee explained that the judges had commented that Alveston had a lot of activities in progress with many positives plainly obvious. Highlighted was the lack of litter, the work being undertaken at Greenhill Parade, the number of community notices in evidence and the opening of the allotment site.

Resolved: The Parish Council congratulates the Community Forum in its lead role and the volunteers for their hard work and resolve in winning the 2010 CPRE Village of the Year award.

The Council were reminded about the BIG SHOW on Saturday 4th September.

9. Allotments

Mrs Joan Hawkins had recently held a charity event at her house and allotment holders had donated some of their crops for sale. The quality and quantity of the produce was evident to see and many people commented that the site, its community and the produce proved what a remarkable success the project had been.

Lease Delays - The Clerk reported the recent discussion with our solicitor about the delays in completing the lease arrangements. She had been given authorisation to work more closely with Mrs Hawkins' solicitor to try and complete the process as soon as possible.

Letter of Complaint – Cllr Brian Davis reported that the Council had been copied a letter sent by two Gloucester Rd residents to Alveston Allotments Association itemising a number of complaints they and other neighbours had with the allotments. As most of the areas of concern were more relevant to the Parish Council, it was proposed that the Clerk writes to all neighbours of the allotments and the AAA committee suggesting that if they wished the Council to discuss their concerns we would be happy to do so at the next Footpaths & Allotments committee meeting on Sept 6th.

10. Playbuilder Project

Cllr Alison Peters reported that she had become increasingly concerned with the progress of the project as she had difficulty contacting the project manager. When she was eventually contacted by Tina Rainey, she was informed that SG Council had now taken over Tina's employment and that all

work on all the Playbuilder projects across SG had now stopped. This included the design work that was being undertaken for Alveston.

A report on the current status of each of the projects had been prepared and a decision on whether the funds would still be available was to be made by Central Government. Tina had confirmed that the Alveston consultation had been completed and design work contracted to Jane's Pond and started. These two aspects may be enough to ensure our project continues but we wouldn't know until probably early September.

Tina Rainey was still aiming to be at the Community Show and hopefully have some news by then.

Although there was a strong feeling amongst the members to write letters and lobby members of Parliament, the Secretary of State and South Glos Council, it was agreed that it was probably best to wait until more is known before taking any action that may "rock the boat." It was agreed that Cllr Alison Peters should write a supportive letter to Michael Gove.

11. Correspondence

11.1. Correspondence for Information

Listed in Appendix A

11.2. Correspondence for Action

11.2.1. Invitation to SG Working Together Matters event 29th Sept.

Cllrs. Brian Lee and Phil Squires as well as the Clerk would attend this event.

12. Authorisation of Payments.

12.1. Payments authorised.

Payments - Payments authorised at Finance & GP meeting 2 Aug 2010 are listed below

Payee	Details	Chq. no	£
CRK Garden Manicures	Grounds Maintenance July 2010	1764	942.16
	Total expenditure		942.16

Payments - Payments authorised by Brian Davis and Peter Taylor as follows:

Payee	Details	Chq. no	£
South Gloucestershire Council	Cemetery Rates (5 of 8) August	dd	57.00
D Biddle	Salary Cemetery Caretaking Aug 2010	1765	82.63
B Painter	Playground Inspections August 2010	1766	102.00
R Phillips	Salary and Expenses - August 2010	1767	977.59
BT	Telephone	1771	60.32
South Gloucestershire Council	Litter Bin emptying April - July	1772	65.24
Virgin Media Payments Ltd	Broadband to Sep 2010	1768	25.85
BWBSL	Cemetery Water Rates	1769	17.50
Jubilee Hall Management Committee	Hire of rooms	1773	118.32
CFS	Photocopying services July 2010	1770	24.48
	Total income		1530.93

12.2. Income Received

Income received at Finance & GP meeting 2 Aug 2010 are listed below

Payee	Details	Chq. no	£
Bank of Ireland	Interest to 5-July-2010	dc	-0.02
Co-operative Bank	interest to 5-July-2010	dc	-5.97
P Crawford	Deed of Grant remains Plot 53	inc 1747	-35.00
P & V Carter	Deed of Grant remains Plot 47	inc1748	-35.00
	Total income		-75.99

Resolved – That all payments and income presented to the meeting were accepted.

13. Any Other Business

13.1. Open Spaces & Recreation Survey- members had responded on individual surveys, the Clerk would collate the responses to send a single response.

13.2. Parish Council nominated Governor to St Helen's School. - Les Forrest second four year term ends in August 2010.

See item 5.2.8

13.3. Planning Meeting times – Alison Peters commenting that the Planning meetings that precede this meeting very regularly over-run and delay the start to the Full Council meeting. It was suggested that we alter the start time of the Parish Council meeting to 7.30pm to allow the Planning Committee meetings to finish without interruption.

Resolved – That the start time of all future Parish Council meetings be 7.30pm.

The meeting closed at 8.55 pm.

Appendix A

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
13-Jul-10	E	SG Licensing Dept.	Application to renew Sizzles Street Trading Licence	Clerk Action	14-Jul-10	Y
14-Jul-10	E	Shirley Holloway	Apologies for meeting 19/7 and responses to her outstanding actions.	Clerk Action	14-Jul-10	Y
14-Jul-10	L	SG Planning	Permit - Firtrees 6 Gloucester Rd.	Clerk Action	14-Jul-10	Y
14-Jul-10	L	SG Planning	Application withdrawn - 7 The Down	Clerk Action	14-Jul-10	Y
14-Jul-10	L	SG DAG	Newsletter Summer 2010	Dist'n & File	14-Jul-10	N
14-Jul-10	L	L Gulwell	Application for deed of Grant - Carter	Clerk Action	14-Jul-10	N
14-Jul-10	L	L Gulwell	Application for deed of Grant - Houghton	Clerk Action	14-Jul-10	N
14-Jul-10	E	SG NHS Trust	Frenchay Project News	Dist'n & File	14-Jul-10	N
19-Jul-10	L	Magnox North	Powerlines - Issue 12	Dist'n & File	19-Jul-10	N
19-Jul-10	L	SG Planning	Application - 73 Glos Rd. Rudgeway	Clerk Action	19-Jul-10	Y
19-Jul-10	L	SG Planning	Refusal - Oak House, Davids Lane	Clerk Action	19-Jul-10	Y
19-Jul-10	L	SG Planning	notice of planning Development Control (West) committee for Oak Hse. Davids Lane - 22/7/2010 @ 2.00pm.	Clerk Action	19-Jul-10	Y
19-Jul-10	L	SG	Invitation to Working Together Matters Event, Wed 29th Sept	Clerk Action	19-Jul-10	Y
20-Jul-10	L	RBL Poppy Appeal	Wreath order form	Clerk Action	20-Jul-10	Y
21-Jul-10	L	Co-operative Bank	Statement 16 July	Clerk Action	21-Jul-10	Y
21-Jul-10	L	SG Planning Enforcement	Minerva - investigation closed	Clerk Action	21-Jul-10	Y

ALVESTON PARISH COUNCIL

Full Council

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
21-Jul-10	L	SG	Rural & Parish Matters issue 10	Dist'n & File	21-Jul-10	N
23-Jul-10	L	Highways Agency	Delay to J19/20 Managed Motorway Scheme	Dist'n & File	02-Aug-10	N
24-Jul-10	L	SG Planning	Permit - The Old Post Office, Glos Rd, Rudgeway	Clerk Action	26-Jul-10	Y
24-Jul-10	L	Mazars	Reminder - Audit annual return	Clerk Action	26-Jul-10	N
26-Jul-10	L	Magnox North	Report & various	Dist'n & File	26-Jul-10	N
26-Jul-10	E	SG Trading Standards	Rogue traders Warning	Dist'n & File	26-Jul-10	N
28-Jul-10	E	SG Link	E-Bulletin Summer 2010	Dist'n & File	28-Jul-10	N
28-Jul-10	E	Parish Charter Working Group	Minutes of meeting 13th July	Dist'n & File	28-Jul-10	N
28-Jul-10	L	SMP Playgrounds	Parish & Community News	Dist'n & File	28-Jul-10	N
28-Jul-10	L	SG Senior Citizens Forum	Newsletter Summer 2010	Dist'n & File	28-Jul-10	N
29-Jul-10	L	SG Planning	Application - Woodleigh, Thornbury Rd.	Clerk Action	29-Jul-10	Y
29-Jul-10	L	SG Planning	Permit - Oak Hse, Davids Lane	Clerk Action	29-Jul-10	Y
30-Jul-10	L	SG Planning	Permit - Oak Hse, Davids Lane	Clerk Action	02-Aug-10	Y
30-Jul-10	L	CRK Garden Manicures	Invoice - £942.16	Clerk Action	02-Aug-10	Y
31-Jul-10	L	SG Planning	Application - 11 Bannetts Tree Cresc.	Clerk Action	02-Aug-10	Y
31-Jul-10	L	Virgin Media	Enquiry re. Types of Street Lamps	Clerk Action	02-Aug-10	N
03-Aug-10	L	SG Planning	Application - Cedarstone, Rosewod Ave, Alveston	Clerk Action	03-Aug-10	Y
04-Aug-10	L	SG Planning	Application - 7 Courville Close, Alveston	Clerk Action	04-Aug-10	Y
04-Aug-10	L	CPRE	Fieldwork Aug 2010	Dist'n & File	04-Aug-10	N

Date (Rcvd)	Type	From	Subject	Action	Action Date	Agenda item
05-Aug-10	E	BRERC	Wildlife Summer 2010	Dist'n & File	09-Aug-10	N
06-Aug-10	L	I Martin, S Patton	Concerns re. Alveston Allotments	Clerk Action	09-Aug-10	Y
06-Aug-10	L	NJC	Revised Car Allowances	Clerk Action	09-Aug-10	Y
06-Aug-10	L	NJC	Working Arrangements Christmas/New Year	Dist'n & File	09-Aug-10	N
06-Aug-10	L	NALC	Employment Briefing E04-10, E05-10	Dist'n & File	09-Aug-10	N
06-Aug-10	L	NALC	Legal Briefing L06-10	Dist'n & File	09-Aug-10	N
06-Aug-10	L	ALCA	Minutes	Dist'n & File	09-Aug-10	N
06-Aug-10	L	ALCA	Invitation to AGM	Dist'n & File	09-Aug-10	N
06-Aug-10	L	ALCA	Newsletter Aug 2010	Dist'n & File	09-Aug-10	N
06-Aug-10	L	SG Planning	Application - Lawnes Farm, Forty Acre Lane	Clerk Action	09-Aug-10	Y
06-Aug-10	L	SG Democratic Services	Acknowledgement of Register of interests	Clerk Action	09-Aug-10	N
06-Aug-10	L	Virgin Media	Invoice £25.85	Clerk Action	09-Aug-10	Y
07-Aug-10	L	Bristol Water	Invoice £17.50	Clerk Action	09-Aug-10	Y
07-Aug-10	L	CPRE	Countryside Voice	Dist'n & File	09-Aug-10	N
10-Aug-10	E	CFS	Invoice £24.48	Clerk Action	10-Aug-10	Y