

**Minutes of the Parish Council Meeting
Held on 17th Dec 2012 at 7.30p.m. in the Jubilee Hall.**

Present: - Cllrs John Cutland (JC)(Chairman), Terry Hunt (TH), Bernard Willcox (BW), Phil Squires (PS), Allison Peters (AP), Marcus Fry (MF), Brian Lee (BL), James Sumner (JS), Mike Webb (MW), Steven Blick (SB),
Mrs Christine Casey, PCSO Tony Blackmore
Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs. Hannah Richmond (HR), Shirley Holloway (SH) (SGC), Maggie Tyrrell (MT) (SGC)

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

3.1. Dispensations under Section 33 of the Localism Act 2011.

The Clerk explained that to enable the Council to discuss and take decisions about the budget and precept, each member with a pecuniary interest within the Parish is required to apply to the Council for a Dispensation. Forms were distributed and when completed were presented to the Clerk. The Council agreed to accept all applications for Dispensations.

4. Public Participation

None

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 19th Nov 2012

Resolved: The minutes of the Parish Council meeting of Monday 19th Nov 2012 were accepted and signed by the chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. **120820-1 to prepare a detailed proposal of work to make the allotment access path more usable.** **Action to Clerk**

A short length of trial repair has been completed and under review. Action Closed

5.2.2. **120820-2 to write to the JHMC serving notice that the Parish Council wishes to renew the lease of the YC Car Park and JH garden. To also establish an approximate cost of the lease renewal.** **Action to Clerk**

Ongoing (17/12/12)

5.2.3. **120820-3 to follow up with SGC the previous report made re. clearing Wolfridge Lane and gully clearing.** **Action to Cllr Shirley Holloway**

SB confirmed that the problem still exists and asked SH to follow up if it was possible.
Action now with SH. (17/12/12)

5.2.4. **120820-4 to request SGC investigates road calming or additional signage at the entrance to Rudgeway Park** **Action to Clerk**

SGC have agreed to paint some road-marking. Action Closed

- 5.2.5. **121119-1 to obtain a breakdown of the £50k costs of crating a “Quiet Lanes” area in the Itchington/Tytherington/Earthcott area.** **Action to Cllr Shirley Holloway**
(Ongoing 17/12/12)
- 5.2.6. **121119-2 to obtain a breakdown of the “costs” of the work undertaken to extend the traffic island on A38 at the junction with Greenhill.** **Action to Cllr Shirley Holloway**
(Ongoing 17/12/12)
- 5.2.7. **121119-3 to write to SG Council and request urgent action is taken to alleviate the problems in the local roads in the Itchington/Tytherington/Earthcott area.** **Action to Clerk**
Issue discussed with Rob Wilshire, the SG Highways Inspector who is already evaluating the costs and feasibility of “Quiet Roads.”
Letter/email to be written. (17/12/12)
- 5.2.8. **121119-4 to include a warning to residents to make their wheelie-bin’s safe in the next Helmet Article.** **Action to Clerk**
Article published. Action Closed.

6. Recommendations from Committees

- 6.1. **Planning** (Meetings 19th Nov, 17th Dec) BL reported that the committee had recommended to full council an objection to the Memorial Woodland extension which had been agreed. An application to demolish a bungalow in Strode Common and build two detached garages was considered to be unsuitable and the committee also objected to the application for two Wind Turbines to be sited at Ingst.

AP requested that emphasis be made in the objection to the Wind Turbines to their height and the fact that they would dominate the landscape for miles around. It was also suggested that if individuals were opposed to the application they should object individually.
- 6.2. **Playing Fields & Open Spaces** – (No Meeting).
- 6.3. **Footpaths & Allotments** – (Meeting 3rd Dec) – The Clerk
- 6.3.1. Allotment Access Track – short trial repair completed, under review.
- 6.3.2. Footpath Wardens – a special meeting is to be called in January to meet with the volunteers and define the role.
- 6.3.3. Committee Chairman – HR taking a leave of absence until April 2013. Cllr Marcus Fry taking over as temporary chairman.

6.4. **Finance and General Purposes** - (Meeting 3rd Dec) TH reported on the meeting as in the minutes and highlighted the following:

6.4.1. The F&GP committee recommends to the full Council to agree a nominal 3% increase in the expenditure budget for 2013/14 as follows. The precept will be subject to Government announcements to be made in late December and also to a potential cap. Final decision not required until late January or possibly early Feb.

	2011/12	2012/13		2013/14
	Actual	Budget	Projected Actual	Proposed Budget
Finance & GP - Expenditure	35,045	31,363	33,422	34,799
Income	52,633	51,476	53,477	52,900
Net expenditure	-17,587	-20,113	-20,055	-18,101
Parks & Open Spaces - Expenditure	30,581	20,220	20,564	20,949
Income	3,618	2,675	2,828	2,163
Net expenditure	26,964	27,545	17,737	18,786
Footpaths and Allotment - Expenditure	8,468	3,355	4,691	3,447
Income	4,275	875	900	875
Net expenditure	4,193	2,480	3,791	2,572
Total Budget - Expenditure	74,094	54,938	58,677	59,195
Income	60,525	55,026	57,204	55,939
Net expenditure	13,569	-88	1,473	3,256
Precept	47,346	47,346		48,766
Operating Account - Year-end balance	304		10,555	13,317
Reserve Balance (2010/11 – 54,610)	45,797		42,057	42,555

It is now understood that although we may determine the net Parish Council expenditure for the coming year (the budget); the next step is to understand how the income is to be derived. Most of our income comes from the Precept although this year it is understood that as well as the precept, we should be receiving a proportion of the LCTS Support Grant awarded to SGC in lieu of previously received discounts and allowances which were previously invisible within the Precept. It is estimated that with a 3% increase in the Band D equivalent Parish Council Tax and the currently estimated LCTS Grant and a small transitional grant, the Parish Council could receive a total payment of £50,290.

(nb. This figure and all estimates are subject to decisions by SGC)

Resolved: To accept the budget and In principle to increase the Parish Council Tax by no more than 3% to ensure the budget income is achieved.

7. Representatives Reports.

7.1. Police Matters

Report given by PCSO Tony Blackmore

Very low number of incidents in the Parish

20th Nov - Theft of a bag full of clothes left outside for a charity to collect in Rudgeway Park. This is not a common theft in this area and a white van was seen driving away from the scene, registration and make unknown.

22nd Nov – Pick-pocket and theft in Thornbury – the victim remembers a male stood close behind him at the tills in Tesco Thornbury while he was paying for his items with his bank card. A short time later an Asian female stopped the victim in the car park and was asking him questions, she was mumbling and her accent was making it difficult to understand her, the other male was seen close behind. The victim noticed some days later that his bank card was missing and £200 cash has been withdrawn from his account and that £6000 has been spent on the internet using his bank card. The victim did not feel any contact so believed professional theft by the couple both Asian, Cctv circulated to try to identify the offenders.

28th Nov - Two vehicle road traffic collision on A38 outside Berkeley Vale Motors, a Ford Transit van is believed to have turned right in front of an oncoming Peugeot 206, the road was partially closed for two and a half hours while injured female was taken to hospital with a suspected broken hand and bruising, vehicles removed and road cleaned/cleared.

3rd Dec - A property in Stoney Stile Road was broken in to while residents were away on holiday. An untidy search of all rooms was carried out. Believed offender/s may have been looking for jewellery, as this is what is being stolen in similar burglaries in South Glos at the moment. Entry was via a rear wooden window being forced with a sharp implement such as a chisel, exit was via patio doors and wooden conservatory doors which were then smashed off hinges. Nothing believed stolen. Crime scenes officer has taken several prints from the scene for analysis. It was fairly obvious that the property was empty as post was piling up in the porch, a reminder to arrange for neighbours to pick up your post, use light timers, have a neighbour park on your driveway, move curtains/blinds every few days etc. when you are away to give the impression that somebody is home.

Currently a male has been arrested for similar offences and is on remand in custody until mid January awaiting further court appearance, this offence may be down to him, investigation is ongoing.

4th Dec - At approx 7pm four males in hooded tops were seen by a neighbour to climb a garden wall in Bannetts Tree Crescent and go in to the rear garden. Within five minutes many Police officers were in the area, including Police dog and helicopter but no persons seen. The property was empty as residents were away; no damage has been reported and nothing stolen on this occasion thanks to an alert neighbour calling us immediately.

8th Dec - Damage to water tank and a chimney pot on roof of The Premier Travel Inn, offenders believed to have used a ladder to gain access to the roof, Cctv is currently being checked, although area where roof entered is not covered by these cameras.

15th Dec - Theft of a pair of number plates on David's Lane from a van. This could have happened over a three day period. Offender/s had unscrewed the plates of the van which was under a car port on driveway, nothing seen or heard by neighbours nearby. This type of crime does happen, and seems to be to vehicles parked just off of A38 between Falfield and Almondsbury, presume this is due to ease of access, these thefts usually occur in lay-bys, which makes this incident slightly unusual as the car was on a driveway.

At the last meeting of The Safer Stronger Community Group on 14th November at Thornbury Leisure Centre, two different items were brought up by residents of Alveston, these were: Poor road surface on Wolfridge Ride and South Glos Council Highways have taken this on to hopefully repair soon.

The speed of vehicles on B roads around Alveston area, South Glos Highways confirmed that they would carry out surveys for this.

7.2. St Helen's School

Report from Mrs Chris Casey – Community Governor, St Helen's School

CR was delighted to report an extract from the School Development Plan 2012 shared with the permission of Jon Cooke.

Actions to **enhance pupil involvement in the community** included:

- Parents were invited to school for assemblies, Share a book
- Parents came for sports day and concerts
- Newsletters put on website
- Newsletters distributed to Parish Council
- The school regularly contributed to Helmet
- Head teacher spoke at Parish Council following which the Thornbury Lions generously donated an annual prize for a child who has overcome difficulties in learning
- The Parish Clerk spoke to the older children about local government
- Head teacher and lots of children involved in the Jubilee picnic
- Two classes were involved with making a Jubilee jigsaw for the community
- The children entered an Easter Gardens competition
- The church was decorated with children's work for Harvest
- The Parish Councillors were invited to the Nativity
- The school received lots of help from the community when its Jubilee focus was on the history of Alveston
- Alien Week involved Rev Dave, the local police and Marlwood School
- As usual there were good links with Marlwood School
- We took part in the Marlwood Arts Festival
- The school participated in various local sporting competitions
- The LA Road Safety team gave presentations to the children
- Just Different gave workshops to the children about disability
- As part of their topic the children in Key Stage 1 had several members of the community come in and talk about their jobs

The impact of these and other actions was seen as:

- The children had a much better knowledge of the history of Alveston
- The school was seen to be more involved with village life
- The distribution of the newsletters was much appreciated
- The Parish Council and school have good working links
- The Community Forum has commented on the school's raised profile
- More local people are coming into the school and bringing their experiences to benefit the children
- The award was well received by the year 6 parents
- The bulb planting on the parade was well received

In summary, Chris Casey felt that the huge steps taken with Community involvement at the school was way beyond her expectations and was giving her great enjoyment. She was confident that the impetus would continue and looked forward to a high level of community involvement in the future.

The Chairman led the Council in thanking Chris Casey for her hard work encouraging the links between the school and the community and congratulated her on the success of her role and looked forward to her continued involvement.

7.3. Severn Vale Area Forum – Cllr Marcus Fry

MF attended his first Forum at Severn Beach as the Parish Council representative. There was considerable involvement from Parish and Town Council representatives with the decision making in the hands of the Forum members. The value of the public involvement was however somewhat questionable.

There was considerable discussion about next years road maintenance programme and it was easy to see how difficult it was going to be to meet everyone's wishes. However, the key requirements in Alveston Parish appear to attract favour.

Community Infrastructure Levy – Although not finalised yet, there was briefing about the CIL from which each Area Forum will be required to distribute funds. More detail about this will come later although all community groups and Parish and Town Councils were asked to begin the process of establishing projects in their neighbourhood that could be helped by this fund.

The next meeting is in March 2013 and MF has agreed to attend as the Councils Rep.

7.4. **South Gloucestershire Council**

None

7.5. **Safer Stronger Community Group**

BL reported that the SSCG was chasing up the issues previously discussed regarding speeding cars in the country lanes in the Parish.

7.6. **Youth Centre**

AP – nothing to report.

7.7. **Jubilee Hall**

BL – the 2012 Village of the Year plaque would be mounted on the outside wall to the left of the Bush room.

The committee are in the process of updating the conditions of Hire.

7.8. **Alveston Trust**

BW reported that the long-standing problem of being unable to re-invest capital to maximise its value has now been resolved and re-investment has been achieved.

8. Community Forum

PS reported.

The Christmas event at Greenhill Parade was well attended and seen as very successful. Over £400 was raised for the Defibrillator fund and as a donation to the Alveston Singers charities. Thanks were made to all CF members and others who had given their support and to Alveston Singers.

Planning continues for the Community Show in 2013.

9. Correspondence

9.1. **Correspondence for Information**

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

9.2. **Correspondence for Action**

None

10. Authorisation of Payments

10.1. Payments.

10.1.1. Payments authorised at the F&GP meeting 3rd Dec.
 NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs John Cutland & Terry Hunt

Details	Chq. no	£
Annual Subscription	2172	162.00
Weedkiller/Turf Repair	2173	105.00
Grant Aid donation	2174	250.00
Grant Aid donation	2175	250.00
Grant Aid donation	2176	250.00
Grant Aid donation	2177	50.00
Grant Aid donation	2178	50.00
Grant Aid donation	2179	50.00
B&Q – paint for Lych gate	2180	33.06
Grounds Maintenance	2181	1010.90
Total expenditure		2210.96

10.1.2. Payments authorised by Cllr Alison Peters & Mike Webb

Details	Chq. no	£
Cemetery Rates	DD	54.00
Photocopy services	2182	29.14
Data Registration	2183	35.00
Dog Bin Emptying	2184	40.90
Room Hire	2185	73.32
Broadband Services	2186	26.40
Litter Bin Emptying	2187	27.22
Stationery & other	2188	128.03
Salary - Cemetery Caretaker	2189	88.19
Salary – Inspect/Clean/Bus shelters	2190	297.25
Salary & expenses – Clerk	2191	1153.49
Internal audit services	2192	260.40
Total expenditure		2213.34

10.2. Income Received

10.2.1. Recent Receipts noted

Details	Chq. no	£
Allotment Rent – Plot 1	Inc 2123	12.50
Total received		12.50

10.2.2. Recent Receipts
None

Resolved: That all receipts and payments presented to the meeting were accepted.

11. Any Other Business

11.1. Community Right to Challenge – the briefing papers had been distributed with no response.

11.2. Diversion of Footpath OAN 64 – A diversion order had been received and would be distributed to all FP&A committee members to respond with their views direct to the Clerk by 7th Jan.

11.3. TC confirmed that the next F&GP meeting would go ahead as planned on 7th Jan.

11.4. MW confirmed that he would be incapacitated for 6 weeks from 3rd Jan as he was going to have another knee operation. The meeting wished him well.

11.5. JC had received an invitation to Marlwood School Speech evening and extended the invitation to any other member who would like to attend. AP asked if she could join JC at the event. JC agreed to reply for both.

The Chairman thanked all members and representatives for their involvement in the past year and with a glass of wine and a mince pie, wished everyone a Merry Christmas and a Happy New Year.

Meeting closed at 8.40pm.

**The next Council Meeting is on
Monday January 21st 2013 in the Jubilee Hall**