

**Minutes of the Parish Council Meeting
Held on 18th Feb 2013 at 7.30p.m. in the Jubilee Hall.**

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

1. Apologies for Absence

Cllrs. Hannah Richmond (HR), Shirley Holloway (SH) (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 reported that a recent letter from the Department for Communities and Local Government clarified the requirement for local council members to seek a dispensation in order to participate in discussions or decisions about council tax setting. It states that being a council tax payer is a pecuniary interest **but not a disclosable pecuniary interest.**

3.2. Cllr Brian Lee is the treasurer of the Jubilee Hall Management Committee.

4. Public Participation

None

5. Minutes and matters arising from previous meetings

Parish Council meeting of Monday 21st Jan 2012

Resolved: The minutes of the Parish Council meeting of Monday 21st Jan 2012 were accepted and signed by the chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. ***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***

A full report of the findings was given at the F&GP meeting on 4-Feb-2013. Action Closed

Youth Centre Car Park

Several members expressed concern that the Council and the JHMC were being forced to spend a considerable sum in legal and other fees just to maintain the "status quo". It was generally agreed that more effort should be made to try and find a sensible and long term solution for all parties but at minimal cost.

BL made a plea to the Council not to put the onus entirely on the JHMC as there are only two people actively involved in this and if the issue becomes any more onerous, they could well resign. If that happened, as custodian trustees of the Jubilee Hall Charity, the PC could well find themselves being required to assume the management of the building. It was agreed that the issue should be one shared by the PC and the JHMC.

After further debate it was generally agreed that we should explore an option to do nothing either legally or with the Charity Commission and seek to make an arrangement whereby the Council would continue to maintain the car park. The chief concern with this option would be maintaining the continuity of the arrangement as council membership changes.

130218-1 to seek advice on whether the present Council can commit to a long-term yet informal arrangement to maintain the Youth Centre Car Park. **Action to Clerk**

5.2.2. 120820-3 to follow up with SGC the previous report made re. clearing Wolfridge Lane and gully clearing. **Action to Cllr Maggie Tyrrell**

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

MT reported that gully clearing had been completed but in view of SB's continued concern, she would keep an eye on the issue. There was no long-term commitment from SG to resolve this issue.

Action Closed

5.2.3. 121119-1 to obtain a breakdown of the £50k costs of creating a "Quiet Lanes" area in the Itchington/Tytherington/Earthcott area. **Action to Cllr Maggie Tyrrell**

(Ongoing 17/12/12)

MT reported that the £50k being quoted is not a firm estimate but an indicative cost associated with similar schemes in order to give some idea to those charged with considering a scheme. MT confirmed that nothing is actually being progressed with this request and believes it will only gather momentum if further calls are made for a review. In the past there has been no consensus from local people on the appropriate actions needed.

BL confirmed that the proposal was on the agenda of the SSCG but focussing on a cheaper option.
Action Closed

5.2.4. 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 Maggie Tyrrell**

(Ongoing 17/12/12)

MT circulated a breakdown of the costs which are included with these minutes. See APPENDIX A.
Action Closed

5.2.5. 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

See item 5.2.3
Action Closed

5.2.6. 130121-1 To include in the February article for Helmet a full explanation of the precept decision for 2013/14 and the reasons behind it. The article to be agreed by the F&GP committee.

Action to Clerk

Item Include. Action Closed

6. Recommendations from Committees

- 6.1. **Planning** (Meetings 21st Jan, 4th Feb) – Cllr Brian Lee reported as in the minutes. One item was brought to the Council's notice, that of the recent application to renew the Street Trading licence for "Simply Delicious" sited at the A38 layby Rudgeway. The Council, in supporting the concerns of local residents, had sent a strongly worded consultation response to SG. Despite this, the Council had no confidence that the Licencing Authority would take any notice of our views.

MF expressed disappointment at the tone of the response given to SG and felt that more moderate language could have been used.

- 6.2. **Playing Fields & Open Spaces** – (Meeting 4th Feb) – Cllr Phil Squires reported that a recent discussion by some members of the committee regarding an initiative at the cemetery has required

estimates to be obtained for the removal of some of the overgrown shrubs and other ancillary work. When the estimates are obtained, the next steps will be discussed.

PS and JS have carried out a preliminary inspection of the council estate and are creating a 4-year plan. After further discussions and comparisons with existing calendarised maintenance work, the committee will discuss and agree their 4-year plan. It is anticipated that this plan will feed into the overall Council plan.

- 6.3. **Footpaths & Allotments** – (Footpaths Wardens Meeting 29th Jan) – Cllr Marcus Fry reported on the recent open meeting discussing the formation of a Parish Footpaths Wardens Group. The meeting had been well attended by some of the previous footpath support group as well as new people and was supported by members of SG PROW team, the footpaths warden from Olveston and Thornbury Ramblers. A communication will be sent to all those who attended and previous members of the Footpaths Group to request a commitment to “Adopt-a-path” (or several paths). It is hoped that as momentum gathers, organised walks can be arranged, working parties convened and progress made in upgrading the local walks communications. The next meeting has been arranged for Tuesday 9th April.
- 6.4. **Finance and General Purposes** - (Meeting 4th Feb) TH reported on the meeting as in the minutes.

7. Representatives Reports.

- 7.1. **Police Matters** - Report given by PCSO Tony Blackmore who attended the meeting

January:

21st – Male riding a bicycle along was in collision with a passing car. The cyclist was conveyed to hospital to be checked for pains to back and neck, not life changing. Details of the incident were recorded and driver being questioned.

30th – Male arrested in Rudgeway at 02:30am for possible involvement in burglaries and thefts. Various enquires and investigations are on-going. The father of the offender was not happy with the time of arrest and subsequent seizure of clothing and footwear. Complaint received.

30th – 8:00pm Received a call of a suspicious white Ford Transit Connect van on A38 Rudgeway. The male driver appeared to be alighting van every other house then driving on. Area checked, all in order.

February:

1st – Car mirror knocked off by passing van in Greenhill near to St Helens School. The van failed to stop. Registration taken and officer attended to speak to driver reference failing to stop at a road traffic collision.

2nd – A window to an office on Shellards Lane was found smashed and a nearby car scratched. This is believed to have occurred following an argument. Investigation on-going as there is a named suspect.

3rd – Alarm activation at a farm in Earthcott Green. Officers attended and the location checked which proved the alarm was a false activation; all in order.

6th – Resident discovered a metal strip of vehicle external trim had been stolen whilst parked in David's Close, nothing seen or heard by neighbours and no nearby CCTV.

6th - Harassing phone calls received by an ex-partner in Alveston. This has been occurring for some time but only just reported to Police, Details have been taken and investigation on-going.

11th – Male arrested for alleged assault on a teenager. CCTV has been checked and no offences were seen; the case has now been dropped as no crime occurred.

13th – Call from resident in Quarry Road that male with Irish accent in a Blue Vauxhall Zafira was going house to house trying to sell chainsaws. Officers located vehicle nearby in Costers Close o/s Brittan Garden Furniture. The male driver was quizzed at length but receipts shown tied up to the seven chainsaws in the boot of car. The selling company were called and confirmed genuine sale of items to the male in company with officers. No offences. Resident recalled and thanked for call and updated.

At a recent Safer Stronger Community Group Meeting held at Alveston Methodist Church Hall, local resident has raised concerns over a dropped pavement near to St Helens Church, as it pools with water when raining and gets wet feet when trying to cross there. South Glos Council to look in to this. No Police actions for Alveston area were raised.

7.2. South Gloucestershire Council

MT reported that recent SGC activity has largely been involving budget saving activity.

Cllr Shirley Holloway continues to make progress towards full health and is very keen to resume her role in Council business just as soon as her medical condition allows.

The Chairman, on behalf of the Council sent his best wishes for a speedy recovery and looked forward to the time Cllr Holloway could return to her involvement in Parish affairs.

7.3. Safer Stronger Community Group

BL reported on a recent meeting of the SSCG held in Alveston:

Castle Car Park, Thornbury - The car park which should have closed on 1st January will remain open for at least a year as SGC has been granted a one year lease. The owners will consider extending the lease on a 3 monthly rolling basis thereafter.

Defibrillators – BL confirmed that Defibrillators were being considered for Thornbury although when asked if the one provided at Marlwood could be used by the Alveston community, the response had been very non-committal.

Wolfridge Ride – The resurfacing is currently in the 2013/14 programme.

Quiet Lanes in Earthcott/Latteridge will be discussed at the next Area Forum.

Community Speed Watch in Alveston – not happening because the previous volunteers had given up.

8. Community Forum

PS reported that the Community Show to be held in conjunction with the Flower Show on September 7th would be based around a Victorian Theme.

PS had announced that he would not be standing for chairman of the Community Forum at next month's AGM.

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.****10.2. Payments authorised at the F&GP meeting 4th Feb. by Cllrs John Cutland & Phil Squires**
NB. Payee removed from lists for confidentiality.

Details	Chq. no	£
Grounds Maintenance	2208	1,010.90
Photocopy Services	2209	17.32

Details	Chq. no	£
Water Rates – Cemetery	2210	19.87
Total expenditure		1,048.09

10.2.1. Payments authorised by Cllrs Mike Webb and Alison Peters

Details	Chq. no	£
Room Hire	2211	62.12
Brunel Engraving - memorial	2212	36.30
Network software setup	2213	102.00
Allotment tree pruning	2214	110.00
ALCA/NALC Subscription	2215	477.26
Network Fault	2216	154.00
Dog bin emptying	2217	40.90
Litter Bin emptying	2218	27.22
Broadband to 28/2/13	2219	26.40
Supply & plant Cemetery trees	2220	270.00
Telephone Service to 9/2/13	2221	76.92
Mole treatment at Cemetery	2222	235.00
Salary- Cemetery Caretaker	2223	88.39
Salary - Insp/sweep	2224	173.50
Salary & Expenses - Clerk	2225	1,140.27
Total expenditure		3,020.28

10.3. Income Received

10.3.1. Recent Receipts noted

Details	Chq. no	£
Bank Interest	DC	6.48
Allotment Rent – plot 20	Inc 2141	32.00
Field Hire 22/9 – 31/12/12	Inc 2142	148.50
Field Hire 9/9/12 – 31/12/12	Inc 2143	196.90
Total income		383.88

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

11. Any Other Business

11.1. Part-night lighting - SGC proposal to convert streetlights to part-night operation. The proposal is summarised by:

- A38 - all lights are already operating part-night except the ones lighting the A38 junctions with Thornbury Rd, Davids Lane and The Street and the traffic light junction at Rudgeway. This will not change.

- Thornbury Rd from A38 to Thornbury – lights to remain on.
- Alveston village – approx. 200+ lights all to be converted to part-night lighting.
- Rudgeway Park, Briarleaze, two in Earthcott and other odd lights - approx. 12 lights all to be converted to part-night lighting.

A rough count of the total lights to be converted in the Parish is 220. For a light to remain “on” all night, SG will charge £30 per unit per year, total bill for all lights in the parish would mean an annual bill of £6,600.

After some discussion where members expressed their disappointment at the turn of events, there was agreement to make no response to SG over this proposal.

11.2. Consultation re. changed speed limits in Latteridge. No comment.

11.3. BL said that he was unable to attend the next SG Environmental Link meeting which was on 19th Feb. He apologised for the late announcement and hoped another volunteer could attend in his place. No volunteer.

11.4. Saturday 2nd March - Alveston Big Spring Clean, Cross Hands Car Park. Meet in the Cross Hands car park. Please come armed with ideas as to where to litter pick. Wear suitable clothing i.e. strong shoes/wellies the equipment will be provided. Meeting back in the pub for a drink and a chat afterwards – 11.30am/12 noon. Everyone is welcome to come along and help.

11.5. Large tree outside St Helen’s Church

Cllr John Cutland asked if a tree inspection could be requested of SG Council as he had received some comment about the safety of the tree.

130218-2 to request SGC for a tree inspection be performed on the tree outside St Helen's Church.
Action to Clerk

Meeting closed at 8.45pm.

**The next Council Meeting is on
Monday March 18th 2013 in the Jubilee Hall**

APPENDIX A**Item 5.2.4 – Costs of work at A38/Greenhill Junction****SERIES 100: PRELIMINARIES .TEMPORARY ACCOMODATION**

Temporary Accommodation		
Combined welfare unit 3 wk.	250.00	750.00
TRAFFIC SAFETY & MANAGEMENT Temporary Traffic Management		
Provide temporary traffic management layouts to chapter 8.		
Say £200 per day 14 day	200.00	2,800.00

SERIES 100: PRELIMINARIES TRAFFIC SAFETY & MANAGEMENT

Temporary Traffic Signals		
Two phase set Band 4+ 14 day	65.30	914.20

SERIES 2700: ACCOMMODATION WORKS, PROVISIONAL SUMS & PRIME COST ITEMS

Provisional Sums& Prime Cost Items

Prime Cost Items

NOTE: The Contractor should only complete the charges and profit item. The remainder will be completed by the Engineer, as appropriate, for each individual Contract.

Allow the Prime Cost (PC) Item for excavation of trial holes to determine service locations		
1 no	1,000.00	1,000.00

SERIES 200: SITE CLEARANCE - TAKE UP OR DOWN AND.DIPOSE IN TIPS**MISCELLANEOUS STREET FURNITURE**

Take up or down & Dispose of Non Electrical Equipment Reflectorized-only bollard and base Band 2-5 2 no	25.35	50.70
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TAKE UP OR DOWN AND DISPOSE IN TIPS TRAFFIC SIGN FACES

Take down & Dispose Of Rectangular Traffic Signs, md Plank Signs, Waiting Restriction Plates, Chevron Signs and Units

Up to 3sq m Band 1.

Existing Gloucester A38 flag 1 no	12.85	12.85
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TAKE UP OR DOWN AND DISPOSE IN TIPS POLES,POSTS, BEACONS AND THE LIKE,

Take up & Dispose Of Posts, Poles and the Like

88.9/100x50 Band 1 single post supporting Gloucester A38 flag		
1 no	37.96	37.96

SERIES 400: SAFETY FENCES, BARRIERS, & GUARDRAILS. .

PAVEMENT BOLLARDS (Pavement bollards are normally erected in paved surfaces)

Supply & Erect Prescribed Pavement Bollard

Slough Bollard with a band of Class 1 red/white material at the top Band 0-5

8 no	275.55	2,204.40
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SERIES 700: PAVEMENTS**REINSTATEMENT OF'PAVED AREAS See Drawing T99/700/2.**

Note: Items for reinstatement adjacent to kerbing are not to be used in conjunction with items for raising kerbs or kerb repairs which include for all reinstatement

Reinstate Adjacent to Kerbing Fig. – Construction 7/5 - Adjacent to kerbing in c/way including surface course Band 10-50 South Island

38 m	12.83	487.54
7/5 - Adjacent to kerbing in c/way including surface course Band 10-50 North Island		
14m	12.83	179.62
7/5 - Adjacent to kerbing in c/way including surface course Band 10-50 on Quadrant island ends		
8m	12.83	102.64

ANCILLARY KERB ITEMS

Additional concrete for kerbs, etc. Insitu concrete mix ST1 Band 1-5 South island, brushed finish 125mm thick 24.1m ²		
3.0125 m ³	106.70	321.43
Insitu concrete mix ST1 Band 0-1 North Island 125mm thick 6.5m ² squared		
0.81 25 m ³	106.70	86.00

**SERIES 1100: KERBS, FOOTWAYS AND PAVED AREAS
EXCAVATION FOR KERBS, CHANNELS AND EDGINGS**

Excavate for kerb up to 450mm deep and dispose in tips off site In carriageway bituminous construction Band 10+ South Island		
38m	16.75	63.650 .
In carriageway bituminous construction Band 10+ North Island		
14 m	16.75	234.50

KERBS INCLUDING BED AND BACKING

Note; Excavation measured separately

Kerbs to Drawing SGSD/1 100/01 Precast concrete kerbs laid straight or curved exceeding 12 metres radius

Type KA2 - Half-battered kerb (HB2), (fig.7) Band 10+ South Island		
38m	30.00	1,140.00 .
Type KA2 - Half-battered kerb (HB2), (fig.7) Band 10+ North Island		
14 m	30.00	420.00
Precast concrete special units (BS 7263)QBN/QHB/QSB - 455 x 225 Quadrants Band 0-5 South Island		
4 no	45.94	183.76
QBN/QHB/QSB - 455 x 225 Quadrants Band 0-5 North Island .		
4 no	45.94	183.76

SERIES 1200: TRAFFIC SIGNS AND ROAD MARKINGS FOUNDATIONS FOR SIGNAL POLES, POSTS, BEACONS ETC.

Foundation in Carriageway Construction, max depth600 - 800mm Band 1:

Foundation for turn left illuminated sign

0.5 m ³	276.71	138.36
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ERECT SIGNAL POLES, POSTS, BEACONS ETC

Erect Lighting Column as Sign Post 5m street lighting column cut to length for use as an illuminated traffic sign post including specified paint system protection Band 1 Illuminated turn left sign

1 no	129.68	129.68
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INSTALL BOLLARDS AND OTHER EQUIPMENT

Install Bollards Non-lit Reflectorized-only bollard and base Band 1 central reserve bollards

3 no	49.43	148.29
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ROAD MARKINGS - MINIMUM CHARGE,

Road Markings - Minimum Charge Minimum charge sum to apply in lieu of measured road marking items, where the total value of the road marking items is less than the minimum charge Supply Diag 1004 road markings 102m md spaces

Sum	395.55	395.55
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SERIES 6000: FACTORS AND MINIMUM ORDER VALUE. FACTORS

Restricted Working Day,

Restricted working to periods outside the peak hours 10453	1.24 0.24	2,508.72
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Contingency

Restricted working to periods outside the peak hours 10453 % 10.00		1045.30
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100 100 Preliminaries	5,464.20	
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200 200 Site Clearance	101.51	
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400 400 Safety fencing, barriers and guard railing	2,204.40	
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700 700 Pavements

100 1100 Kerbs, Footways and paved areas	3,976.44	
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1200 1200 Traffic signs and road markings	811.88	
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6000 6000 Factors and percentages	<u>3,554.02</u>	
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Total for CR extension A38/Greenhill Alveston	16,112.45	
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