

**Minutes of the Parish Council Meeting
Held on 18th March 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), Phil Squires (PS), Brian Lee (BL), Mrs Chris Casey (Community Governor St Helen's School)
Bob Phillips (Clerk)

1. Apologies for Absence

Cllrs Mike Webb (MW), Bernard Willcox (BW), Steven Blick (SB), Maggie Tyrrell (MT) (SGC), Shirley Holloway (SH) (SGC),

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

3.1. 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 18th Feb 2013

Resolved: The minutes of the Parish Council meeting of Monday 18th Feb 2013 were accepted and signed by the chairman.

5.1. Matters Arising - None

5.2. Outstanding Actions

5.2.1. **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**

See report in Item 7.4
Action Closed

5.3. **130218-2 to request SGC for a tree inspection is performed on the tree outside St Helen's church.** **Action to Clerk**
(Ongoing 18/3/13)

6. Recommendations from Committees

6.1. **Planning** (Meetings 18th Feb, 4th Mar) – Cllr Brian Lee reported as in the minutes.

BL made specific note of the Committees objection to the application to change the land use and gain permission to operate a Dog Grooming business in an unauthorised building at Barnstaple, The Street.

BL also commented on the Merlin Housing Association's plans to demolish and rebuild some houses in Alveston. More information would be distributed as available.

6.2. **Playing Fields & Open Spaces** – (No Meeting)6.3. **Footpaths & Allotments** – (Meeting 4th Mar) – Cllr Marcus Fry reported on the meeting as in the minutes.

The bi-annual inspection of the Allotments had been completed and only minor issues were found which will be dealt with by the AAA.

We await the feedback from the AAA AGM re. the proposals for the upgrade of the Access Track surface.

PS asked about progress with the re-paint of Bus Shelter 2 and the replacement of the polycarbonate in bus shelter No 1.

The Clerk reported that the contractor originally given the work appears to have gone out of business and we were now seeking alternatives. Clerks in other Parishes had been circulated.

The follow-up meeting of the Footpath Wardens is planned for Tuesday 9th April.

6.4. **Finance and General Purposes** - (Meeting 4th Mar) TH reported on the meeting as in the minutes.

6.4.1. Council Fixed Charges

The Committee recommends an increase to the Parish Council charges as follows, to take effect from 1st April 2013.

Cemetery Charges to be increased by a nominal 5%

Playing Field Charges to be increased by a nominal 5%

Allotment Rent to increase by 5% to £26.25 and £15.75 as from March 25th 2013

Resolved: The increase to the Parish Council charges as proposed to take effect from 1st April 2013.

6.4.2. Grounds Maintenance Contract – Annual Increase

Resolved: To increase the Grounds Maintenance Contract currently valued at £10,109.08 per year by 2.7% to £10,382.03

6.4.3. Resignation of Clerk

Following the resignation of The Parish Clerk, it had been proposed that the F&GP committee with Cllr Alison Peters would form the Appointments Committee and would work to the following timescale:

Adverts	w/c 6 th March
Application closing date	25 th March
Pre-selection (paper exercise) completed	2 nd April (Easter!)
Interviews completed by	11 th April
Selection & offer made	12 th April
New Clerk start	1 st or 7 th May
BP retires	24 th May

Resolved: The recommendation would apply.

6.4.4. Resignations of Councillors

Letters of resignation have been received from Cllr Bernard Willcox and Cllr Hannah Richmond

Resolved: To operate the Parish Councilor vacancy process to fill two vacancies.

6.4.5. Reserve Account

The committee considered the assessment of Risk criteria used in setting the 2013/14 budget estimates and recommended that the Reserve Account Budget for 2013/14 was agreed against the document "Reserve Account 130228.xls on 28.2.13"

Resolved: The recommendation would apply.

7. Representatives Reports.

7.1. **St Helen's School** - Community Governor's report by Mrs Chris Casey

A summary of the recent Ofsted report was given with a view of actions being taken which include the setting up of a strategy group. The Head teacher is willing to make changes to address the findings and will be able to use this disappointing report to stimulate actions. Details of the actions to be taken are not yet confirmed but it is anticipated that they will be far-reaching.

A more recent inspection has been made under the National Society Statutory Inspection of Anglican Schools and the report, which had been circulated to members, was very optimistic.

An internal audit had also been successfully completed.

Mrs Casey drew a conclusion that of three recent major inspections carried out at the school in recent weeks only one had shown real concern. Whilst the Ofsted report is probably the most important, she is confident that the actions currently being discussed will improve the areas of concern. Timescales for improvement are set by Ofsted and the school is working to a 6 week deadline for an action plan to be in place with a second report within two years.

7.2. **Police Matters** - Report emailed by PCSO Tony Blackmore.

Crime in the Alveston and Rudgeway area during the past month has continued to be low.

February:

20th – A single vehicle lost control and ended up on its side on the B4427, no other vehicles involved and neither of the occupants were injured.

20th – Suspicious white Ford Transit van in Beanhill Crescent. The van pulled up and two occupants got out of the vehicle, one removed a cover from the number plate. They then drove off. No crimes were reported in the area around this period.

21st – Report of stray sheep on the grass verge off of the A38 near to St Helens Church, Alveston, officers searched the area, no stray sheep found.

22nd – A generator stolen from a Fast Food van parked in the layby on A38 in Rudgeway, this occurred late afternoon and was seen by a passer-by, the vehicles registration of the alleged culprit was noted and enquires with the registered keeper are currently on-going.

24th – A child's scooter was stolen from Jubilee Field, Greenhill. After investigation a youth from Bradley Stoke was found in possession of it and admitted taking the £300 scooter. The scooter has since been returned to the victim and the crime has been dealt with by way of Restorative Justice.

27th – A Vauxhall Corsa was stopped by a patrolling officer. Checks proved the vehicle to have no insurance. The vehicle was seized and removed and the driver reported for the offence. The driver will be appearing in court soon.

March:

2nd – Two males were seen acting suspiciously with a dog in a field off the B4427 in Rudgeway. Officers attended but the vehicle had left. Nothing untoward was seen in the area when it was searched and no registration number was seen.

10th – Burglary at The Premier Inn at 03:45am. A male came to the hotel reception and acted suspiciously, lent behind the counter and tried to remove items. Strange comments were made to staff but the male left scene empty handed. The area was searched but no trace of the male was found. The investigation is currently on-going.

7.3. **South Gloucestershire Council**

None

7.4. **Jubilee Hall** - BL reported as follows:

The Village of the Year plaque has been fitted on the outside wall of the Jubilee Hall.

On 27th Feb a committee meeting was held to consider the possible actions with the completion of the current leases of both the Youth Centre Car Park and the Youth Centre itself. It was decided to

consult with the Charity Commission and this threw up a number of issues and the inevitable result will mean funds will need to be spent to maintain the status quo.
 It was agreed to continue to work with the JHMC, YCMC and the Parish Council to seek the most cost effective solution to the problem.

7.5. **SGC Localism Event** - AP reported as follows:

Two members of the Parish Council had attended a SGC Localism event which had been well attended and very well received. Information had been given about the bidding process and the drive for cost reductions which will continue well into 2015.
 The forthcoming StreetCare consultations will start in March and could well have a great significance to the Parish and Town Councils.

Details of the event had been circulated to all members.

7.6. **Severnvale Area Forum** - MF reported as follows:

It was announced at the recent Area Forum that there were proposals to paint double yellow lines at the junction of Davids Lane and the A38.

8. Community Forum

PS reported that the Community Show was the main concentration at the moment.

Following the recent AGM, the CF was currently without a Chairman but it was hoped that someone would step forward soon.

The Chairman congratulated Cllr Phil Squires on his success during his tenure as Chairman of the Community Forum which had, under his leadership, realised the majority of the doable actions in the Parish Plan and proved to be a tremendous asset to the community.

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 Mar. by Cllrs Brian Lee & Steve Blick
 NB. Payee removed from lists for confidentiality.

Total expenditure		1,048.09
Details	Chq. no	£
Grounds Maintenance	2228	1,010.90
Photocopy Services	2227	26.14
Annual Safety Inspection	2226	192.00
Total Expenditure		1,229.04

10.2.1. Payments authorised by Cllrs Brian Lee and Phil Squires

Details	Chq. no	£
Litter Bin emptying	2229	27.32
Broadband	2230	26.40
Paint Brush & goal net pegs	2231	10.80
Newsquest – vacancy advert	2232	217.20
Salary - Cemetery caretaker	2233	88.39
Salary – Inspect/clean & shelter clean	2234	297.25
Clerk Salary & Expenses	2235	1241.53
Total expenditure		1881.57

10.3. Income Received

10.3.1. Recent Receipts noted

None

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

11. Any Other Business

11.1. Annual Parish Assembly

11.1.1. John Dyer Award. – declaration from JD awards committee.

An email had been received from Mike Josey re. this year's John Dyer Award as follows:
It was decided that in the light of our lack of cohesion and consequent overall poor response for nominations (2012/13) that we would not make an award this year but that we will be more assertive for the coming year.

Resolved: to exclude a John Dyer Award at this year's Parish Assembly

11.1.2. Agenda

Wednesday 17th April 2013 at 7.30 pm. Jubilee Hall,

1. Welcome by the Parish Council Chairman
2. Reports
 - Jubilee Hall Management Committee
 - Youth Centre Management Committee
 - Alveston Charities (Alveston Trust)
 - St Helen's School Governors
3. The Community Forum
4. Parish Council Chairman's Report
5. Committee reports and question time.
 - Parish Budget & Finances
 - Planning Committee
 - Playing Fields & Open Spaces
 - Footpaths & Allotments
7. End of business

It was agreed to include a Defibrillator demonstration/presentation.

Resolved: the agenda of the Annual Parish Assembly 2013 was agreed.

Meeting closed at 8.45pm.

**The next Council Meeting is on
Monday April 15th 2013 in the Jubilee Hall**