

**Minutes of the Parish Council Meeting
Held on 21st October 2013 at 7.30pm in the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Terry Hunt (TH), John Cutland (JC), Mike Webb (MW), James Sumner (JS), Ann Wilkins (AW), Maggie Tyrrell (MT) (SGC)
Graham Smith (Clerk)

1. Apologies for Absence

Phil Squires (PS), Steve Blick (SB)

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

None

5. Minutes and matters arising from previous meetings

5.1. Parish Council meeting of Monday 19th August 2013: -

13.035 Resolved: The minutes of the Parish Council meeting of Monday 19th August 2013 were accepted and signed by the chairman.

6. Recommendations from Committees

6.1. **Planning** (Meetings 2nd September, 7th October) – (MW) reported as detailed within the Planning meeting minutes. The vehicles that have been diverted onto the A38 during the night closures continued to pose a problem for residents, caused in general by noise created by convoys of lorries up to as many as ten at a time allegedly exceeding the 40MPH speed limit. Contractors have erected an automated speed reminder board and the closures have now been changed from 14 days in a row to two times five day periods.

6.2. **Playing Fields & Open Spaces** (Meeting 5th August) - (Clerk) reported as detailed within the Playing Fields & Open spaces meeting minutes and requested approval for items listed below (see Finance and General Purposes).

6.3. **Footpaths & Allotments** – (Meeting 5th August) – (MF) reported that a meeting was held with himself and (Clerk) and that the Footpaths user group was to reconvene with a meeting arranged for the evening of 11th November.

An allotment meeting had taken place on 7th October with representatives from the AAA, (MF) & (Clerk) in order to identify the Tree Pruning as necessary and to obtain quotations.

6.4. **Finance and General Purposes** - (Meeting 7th October) TH reported on the meeting as in the minutes dated 7th October and requested that the committee approve: the removal of shrubs in cemetery, approval for annual H&S check for play equipment, approval for repair to gate & hazard at Lime Kiln play area, Youth Centre Car Park – White Lining & repairs to Jubilee field store. (Clerk) informed the council that due to the urgent nature of the H&S check of the play equipment and the hazard/hole in the Lime Kiln Play area that these jobs had been completed.

13.036 Resolved: Approval for the removal of shrubs in cemetery for quoted price of £840 plus VAT (Proposed (AP), Second (MW)).

13.037 Resolved: Approval for the repairs to Jubilee field store for quoted price of £640 plus VAT. (Proposed (AP), Second (JC)).

13.038 Resolved: Approval for remarking/lining the emergency area (room for ambulance) at the main entrance to the Jubilee Hall, the fire exit "clear way" outside the Bush room, the cross hatch, the "in / out" signs and further cross hatch between the gates of the Youth Centre Car Park.

7. Representatives Reports

7.1. Police Matters

The new beat manager covering Alveston Parish / Thornbury (PC3937 Shaun White) passed his apologies to the Clerk prior to the meeting and asked that the Council was made aware of a beat surgery that was being held at the Ship Inn on Friday 8th November at 11AM.

7.2. South Gloucestershire Council

Cllr Maggie Tyrrell reported: - The footpath between Alveston and Old down was now completed.

South Gloucestershire Council are primarily concentrating efforts on reducing costs as they are now committed to make cuts by one third over the next five years. This has begun with the closing of the offices in Thornbury and other initiatives such as the new Highways grass cutting regime which is currently under consultation; however other cuts in other areas are expected over the coming months/years.

(AP) raised concerns that if other cutbacks are introduced by South Gloucestershire Council in conjunction with a ceiling imposed on Council Tax by central Government that the Parish Precept may also be effected and may not be a source to fund local government cuts that affect the Parish. As a Parish Council it will become necessary to think "out of the box" with regard to initiatives to assist funding such cuts as and when they are implemented.

(JC) questioned South Gloucestershire Councils' involvement (financially) in supporting the construction of a covered concert arena being built in the centre of Bristol while so many cuts are being implemented by South Gloucestershire Council to the detriment of small Parishes. (MT) responded by stating that South Gloucester department for finance analyses the economic benefit rigorously and that investment is not made lightly. Most of the money for this project is filtered through from Central Government and if there was no contribution from local government then the majority of the finance from Central Government would not be forthcoming.

(JS) thanked (MT) / South Gloucestershire Council for the footpath to Old Down.

7.3. St Helen's School Community Governor's Report - Report by Mrs Chris Casey

1. Brief update on recruitment appointment of new Head Teacher and handover:-
Of 17 expressions of interest for the post of head teacher 14 were assessed and 4 interviewed. The interview process was exceptionally rigorous consisting of one and a half days of interviews and assessments per applicant short listed. Mr Andrew Spens, the deputy head from Keynsham was appointed and will commence the first day of the spring term although the hand over process has already began.
2. 2012/13 SATs results very brief outline and challenge for academic year:-
The stats results have improved from the previous year but the work required is immense but the School is making progress towards attaining "Good".
3. Governor vacancies update:-
All vacancies have now been filled.
4. Small Garden Project:-
Funding has been received from Almondsbury Garden Centre and the Alveston House Hotel
5. Feedback from Community Forum:-
The Community Forum was pleased with the number of show entires which St Helen's School submitted and grateful for the assistance with car parking and running of the games.

(MF) asked if the new headmaster will be encouraging the school to be involved with the community. Mrs Casey responded by stating that community involvement is a requirement of OFSTED and as such will be. (AP) requested that the headmaster attend a Parish Council meeting and asked clerk to arrange this.

131021-1 - Arrange a date with Mr Andrew Spens to attend a Parish Council meeting.

Action to Clerk

(AP) requested that Mrs Casey bring to the attention of the School Governors the old, faded St Helen's school sign located at the entrance to the school with a view to this being replaced.

7.4. **Other Representative Reports**

None

7.5. **Jubilee Hall**

None

7.6. **Youth Centre**

None

7.7. **Alveston Trust**

None

7.8. **Safer Stronger Community Group**

None

8. Community Forum

None

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 7th October

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs Alison Peters and John Cutland

Details	Chq. no	£
Litter Bin Empty - June-August 2013	2320	99.14
Grounds Maintenance Contract-Sept	2321	1038.20
Cemetery Holiday Cover+ Bus Shelters	2322	74.54
Commissioning of Zip Wire	2323	300.00
Dog Bin Empty - June-August 2013	2324	143.21
Total Expenditure		£1655.09

10.1.2. Payments authorised by Cllrs Marcus Fry and James Sumner

Details	Chq. no	£
Cemetery Rates	DD	55.00
Tax & NI	2325	979.39
Broadband Costs	2326	26.40
Photocopies & printing	2327	29.30
Room Hire	2328	43.42
Repair hole in play area/cemetery gate	2329	55.00
Monthly Salary	2330	88.39
Monthly Salary	2331	170.50
Monthly Salary / Mileage / Stationery	2332	1209.62
Total Expenditure		£2657.02

10.2. Income Received

10.2.1. Recent Receipts

Details	Chq. no	£
Deed of Grant & Internment – Plot 66	Inc2245	125.00
Pitch Hire – 2012-13 season	Inc2246	207.90
Allotment Plot 21	Inc2247	26.25
Interest	N/A	1.82
Total Receipts		£360.97

13.040 Resolved: That all receipts and payments presented to the PC meeting on 21st October 2013 were accepted.

11. Any Other Business

11.1. **131021-2** Council to set policy on a consistent method of consultation for future “Public Consultation” issues.

Action to Clerk

11.2. **131021-3** Action Lists – Priorities set by each committee and individual action lists completed for each committee.

Action to Clerk

11.3. **131021-4** Investigate initiatives to raise additional finances to assist funding of services which will be affected by South Gloucestershire Council’s future cut backs.

Action to Clerk

11.4. Zip Wire injury claim – Clerk reported that a claim was received from a “no win-no fee” personal injury claim solicitor on behalf of a child who had an accident on the Zip Wire on 30th August 2013. The nature of the accident was that the child came to an abrupt end at the termination of the zip-wire run and as such fell off and broke a wrist. This was treated at Frenchay Hospital. Clerk had taken the appropriate steps by acknowledging the receipt of the claim and forwarding this to Came & Co. (the Parish Council Insurance Broker). Clerk had forwarded all relevant documentation which shows the Councils duty of care with regard to the regular daily and monthly inspections. Clerk also

forwarded the confirmation from Proludic's (manufacturer) that an inspection had taken place a month earlier after a request from the Council to commission the Zip-Wire after an incident of vandalism. Clerk also requested that Proludic forward all their relevant Health & Safety documentation and certificates relating to the ride.

- 11.5. An email was received from the Senior Reporter at the Gazette newspaper concerning the pot holes on Wolfridge Ride and the apparent inaction from South Gloucester Council to rectify this issue. The reporter requested that the council answer the following questions:-

*What is the parish council's opinion on this?
Is the work necessary?
Were you led to believe the road would be resurfaced?*

The following statement was forwarded to the Gazette.

"The Parish Council's opinion is that the work is necessary and requested that South Gloucestershire Council see to this. To date the Parish Council believes these repairs are still going to be completed and will investigate and update as and when this will happen."

131021-5 – Investigate and update the Parish Council as to when the repairs to the pot holes is likely to be completed.

Action to Clerk

Meeting closed at 8.55pm.

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

