

**Minutes of the Parish Council Meeting
Held on 20th April 2015 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), James Sumner (JS), Marcus Fry (MF), Paul Caddick (PC), Mike Webb (MW), Steve Blick (SB), Chris Casey (CC).
Graham Smith (Clerk)

1. Apologies for Absence

Terry Hunt (TH), Maggie Tyrrell (MT) (SGC), Shirley Holloway (SH) (SGC), PC Tony Blackmore (TB), PC Sean White (SW).

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 Acceptance & signature of minutes for Parish Council Meeting 16th March 2015

15.033 Resolved: The minutes of the Parish Council meeting of Monday 16th March 2015 were accepted and signed by the chairman.

5.2 Matters Arising:
None

5.3 Outstanding Actions:
There were no urgent or expired/outstanding actions to report.

6. Review and Recommendations from Committees:-

6.1. **Planning** (Meetings 16th March, 13th April) – (MW) reported as detailed within the Planning meeting minutes. (Clerk) raised concerns relating to the efficiency of the SGC planning website as he had been experiencing periods of prolonged downtime and reported that this issue had been experienced by many clerks throughout the region.

6.2. **Playing Fields & Open Spaces** (No meeting) – (JS) informed councillors that the first item of new play equipment in the Cross Hand play area had been installed that day.

6.3. **Footpaths & Allotments** – (No meeting) – (MF) reported that good progress had been made with the 2016 inter parish walks calendar. Bradley Stoke had replied to a letter requesting involvement, however there were no other replies received. (Clerk) informed Cllrs that he had discussed the walking calendar with the clerk at Frampton Cotterall and had been received with enthusiasm, however he is waiting until after the Parish Council elections to progress. (PC) informed members that he attended the allotments AGM. (Clerk) reported that a new secretary had been appointed and a meeting will be arranged within the next few weeks.

6.4. **Finance and General Purposes** - (Meeting 13th March) – No report as (clerk) requested that resolutions of the meeting be discussed under item 8 on the agenda.

7. Representatives Reports

7.1. **Police Matters** – (Clerk presented the police report in the absence of (TB) & (SW)

March:

18th - Pursuit of a stolen vehicle A38 Rudgeway at 02:00 failed to stop for Police, log pursuit ended in Avonmouth, three males arrested. Stolen car and males all from Bristol.

19th-27th - Five reports of loud music being played in evening and early morning, Down Road, Police attended each occasion, advised occupants, music turned off.
28th – Disturbance at Premier Inn between guests in the early hours, Police attended, advice given, all in order.
30th – Male arrested for theft on Down Road.
30th – Female received threats, Down Road, currently being investigated.

April:

2nd – Single vehicle road traffic collision on Vattlingstone Lane, car left on its roof, one lane blocked for several hours, driver fortunate not to have any injuries.
8th – Intruder alarm activation on Strode Common, Police attended, false activation, all in order.
15th – A van collided with another vehicle on David’s Lane then drove off. Enquiries are ongoing in to this incident.
16th -Concern for a female who appeared agitated and made threats to self-harm, near Premier Inn/Ship Inn, detained by Police under mental health act.

The next Police beat surgery in Alveston will be held at Haddrell Court, between 18:00-19:00 Friday 24th April.

The next Safer Stronger Community Group meeting will be held at Thornbury Leisure Centre at 19:30 on Thursday 28th May.

7.2. **South Gloucestershire Council** – No Report

7.3. **St Helens School** – Report presented by Chris Casey.

(CC) informed Cllrs that her tenure for office had expired in February but has now been extended amidst a governor reshuffle where one governor had resigned. (CC) had been appointed Chair of Curriculum and Standards and appointed to the pay committee, but will be giving up the position of literacy governor while continuing to be community governor.

There are two national issues to report, that of assessment (where all strategic decisions relating to this are being made this term ready for September) and the introduction of a new curriculum. This will involve increased content and upping the levels of attainment. The governors now need to decide how to manage and monitor the new curriculum and set a strategy going forward in order to achieve “outstanding” in the future. (AP) observed the enormity of the task ahead and recognised the commitment required from all involved.

(PC) enquired whether the head is the decision maker in the process of whether committees are involved. (CC) replied that Mr. Spens is very participative but does have a strategic direction and brings staff and teachers on board with the process.

Twenty five new pupils for reception have been allocated places for September however, a number of parents did not receive their first choice. Part of Mr. Spens strategic direction is to increase pupils as classes should number 30 to be financially workable.

St Helens school is one of the few schools in the area which operates an all through facility from 8AM with the breakfast club until a 6PM finish with an after school club.

(AP) extended a thank you on behalf of the parish council in appreciation for all that (CC) does as a community governor and requested that the community remains high on the schools’ agenda.

7.4. **Other Representative Reports** – No Reports

7.5. **Jubilee Hall** – No Report

7.6. **Youth Centre** – No Report

7.7. **Alveston Community Forum** – No Report

7.8. **Alveston Trust** – No Report

8. Annual Return 2014/15

(Clerk) informed Cllrs that due to advice received from the external auditor Grant Thornton, the approval of the Annual Return as ratified at the F & GP committee 13th April should be deferred to the parish council meeting dated 18th May.

9. Annual Parish Meeting

(Clerk) reminded Cllrs that the annual parish meeting is to take place on the 22nd April.

10. Policy for Dealing with difficult or vexatious behaviour

(AP) presented draft policy documents relating to "Access to parish council services & dealing with difficult & vexatious customers" and "Dignity at work, anti-bullying and anti-harassment policy". (PC) and (SB) requested that this item be placed on the agenda for parish council meeting dated 18th May to allow sufficient time for research and consideration. (AP) agreed to the request.

PC150420-1: Place "Access to parish council services & dealing with difficult & vexatious customers" and "Dignity at work, anti-bullying and anti-harassment policy" draft documents for discussion on the agenda of the parish council meeting dated 18th May.

Action to Clerk

11. Dementia Awareness

(AP) proposed to Cllrs that the parish council should consider researching into how to increase dementia awareness and how to manage dementia within the community. (AP) has begun investigating how this may be possible to achieve and requested that Cllrs agree to this being pursued further. Cllrs agreed unanimously to this approach.

12. Correspondence**12.1. Correspondence for Information**

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

12.2. Correspondence for Discussion / Action -

(Clerk) received requests from residents that hazardous overgrowth which was encroaching onto the public pavement from a residential building be removed. (Clerk) wrote a letter to request this be removed and the resident complied within a day.

A resident reported increased dog fouling on the pavements which surround the parade of shops. The parish council agreed not to remove the dog bin located adjacent to the parade and with litter bins included it was agreed that there were enough receptacles in the area to receive dog waste

13. Authorisation of Payments**13.1. Payments.****13.1.1. Payments authorised at the F&GP meeting 13th April**

NB. Payee removed from lists for confidentiality.

Payments authorised by Cllrs Alison Peters & James Sumner

Details	Chq. no	£
Grounds Maintenance Contract - Mar	2546	1176.20
Room Hire	2547	96.86
Clerk - Annual Return & Audit Course	2548	15.00
Tax & Ni Payments (Quarter)	2549	740.28
Renewal of Alveston.org domain	2550	13.30
Total Payments		£2,041.64

13.1.2. Payments authorised by Cllrs Paul Caddick & Steve Blick

Details	Chq. no	£
Photocopy & Print	2551	14.80
Salary – Cemetery Caretaker	2552	92.92
Salary – Inspection	2553	169.80
Clerk – Salary & Expenses	2554	1241.79
Total Payments		£1,519.31

13.2. Income Received

13.2.1. Recent Receipts

Details	Ref.	£
Allotment Rental - Plot 22	Inc2447	28.35
Allotment Rental - Plot 14	Inc2448	28.35
Allotment Rental - Plot 30	Inc2449	28.35
Allotment Rental - Plot 21	Inc2465	28.35
Allotment Rental - Plot 10	Inc2466	28.35
Allotment Rental - Plot 4	Inc2467	28.35
Allotment Rental - Plot 24	Inc2468	28.35
Allotment Rental - Plot 29	Inc2469	28.35
Allotment Rental - Plot 15	Inc2447	28.35
Allotment Rental - Plot 32	Inc2471	28.35
Allotment Rental - Plot 16	Inc2472	28.35
Allotment Rental - Plot 5	Inc2446	28.35
Allotment Rental - Plot 33	Inc2473	28.35
Allotment Rental - Plot 9	Inc2490	28.35
Allotment Rental - Plot 12	Inc2491	28.35
Allotment Rental - Plot 13	Inc2474	28.35
Allotment Rental - Plot 11	Inc2492	28.35
Allotment Rental - Plot 7	Inc2493	28.35
Allotment Rental - Plot 18	Inc2494	28.35
Allotment Rental - Plot 6A	Inc2495	17.00
Allotment Rental - Plot 20	Inc2496	28.35
Allotment Rental - Plot 23	Inc2497	28.35
Allotment Rental - Plot 3	Inc2498	28.35
Allotment Rental - Plot 28A	Inc2499	17.00
Total Receipts		£657.70

15.034 Resolved: That all receipts and payments presented to the PC meeting on 20th April 2015 were accepted.

14. Website

None

15. Any Other Business

None

Meeting closed at 20.30 pm

**The next Council Meeting is on
Monday May 18th 2015 at the Jubilee Hall**