

**Minutes of the Parish Council Meeting  
Held on 19<sup>th</sup> October 2015 at 7.30pm at the Jubilee Hall.**

**Present:** - Cllrs Alison Peters (AP) (Chairman), Marcus Fry (MF), Paul Caddick (PC), James Sumner (JS), Mike Webb (MW), Anne Curtis (AC), David Morgan (DM), Maggie Tyrrell (MT) (SGC),  
Graham Smith (Clerk)

**1. Apologies for Absence**

Steve Blick (SB), Steve McMillan (SM), Shirley Holloway (SH) (SGC), Chris Casey (CC), PC Tony Blackmore (TB), PC Sean White (SW).

**2. Evacuation Procedure**

The evacuation procedure was noted

**3. Declaration of Interests**

None

**4. Public Participation**

Andy Spens, James Pope.

**5. Presentation – Mr Andy Spens (St Helens School) & Mr James Pope (Marlwood School)**

Mr Spens presented a St Helens CE Primary School update to Cllrs.

Ofsted graded “good” in all areas of leadership, achievement, teaching & learning, behaviour and safety, however the school is not yet achieving “outstanding” due to the full impact of the systems introduced to improve the provision in 2014 has yet to be felt and teachers are yet to have the chance to learn from the best practice in the school.

The next steps: are to launch a new three year strategic plan, revise leadership team structure, redevelop EYFS outdoor areas, training from “Forest Schools”, introduce a new assessment system across the school, raise the profile of the school in the surrounding area and governance.

Over the course of the coming the year the school will be celebrating 50 years.

Mr Pope presented a Marlwood School update to Cllrs.

The direction of Marlwood and how it is placed within the local community is of importance to the school and from conversations with local groups and businesses the school developed a vision and strategic plan, “Working Together for Excellence”, which has resulted in a significant shift in ethos. Support from pupils and parents have been evident. The changing attitudes of students were very evident at the announcement of the winners of the house competitions where 900 pupils enthusiastically engaged when prize winners were announced. (Winning House being Kingsley).

The introduction of a new uniform was a significant step forward as pupils were seen to present themselves better and behaviour has improved.

The priority for the school is excellence through focus on students and not by focusing on OFSTED’s interpretation of excellence. (“Although an excellent from OFSTED would be nice”)

(JS) enquired whether pupil numbers were healthy. Mr Pope informed Cllrs next year, year 7 intake will see the first increase in seven years. Their open evening was twice as busy as previous year and the open morning attracted 55 people as compared to 27 the year before.

Mr Pope finished by asking how the Parish Council can help Marlwood with strategic development within the area?

## 6. Co-opting of new Councillors

(Clerk) had received a letter of application from Mr. David Morgan and Mrs Anne Curtis requesting to become Parish Councillor. The applicants presented a resume to the Parish Council and questions were asked by Cllrs. The applicants left the room and (MF) proposed that Anne Curtis be co-opted onto the Parish Council. (MW) seconded the proposal and all Cllrs unanimously agreed. (JS) proposed that David Morgan be co-opted onto the Parish Council. (PC) seconded the proposal and all Cllrs unanimously agreed.

**15.071 Resolved:** Mrs. Anne Curtis is co-opted onto Alveston Parish Council

**15.072 Resolved:** Mr. David Morgan is co-opted onto Alveston Parish Council

**PC151019-01:** Prepare relevant papers and submit to SGC.

*Action to (Clerk)*

## 7. Minutes and matters arising from previous meetings

5.1 Acceptance & signature of minutes for Parish Council Meeting 21<sup>st</sup> September 2015

**15.073 Resolved:** The minutes of the Parish Council meeting of Monday 21<sup>st</sup> September 2015 were accepted and signed by the chairman.

5.2 Matters Arising:

5.2.1 Public Meeting – re Travellers

(Clerk) confirmed to Cllrs that the Jubilee Hall was free of the evening of 23<sup>rd</sup> November and had been booked from 19.00PM to 21.00PM (meeting to begin 19.30PM). A notice had been placed on Alveston.org and into the next publication of the Helmet and that the Police and SGC had been informed. (MT) confirmed that she and (SH) would attend and Mark King from Streetcare and a SGC legal representative would also be in attendance. All members of the public that requested information had been contacted. (AP) informed councillors that the meeting will be conducted in a constructive way for moving forward and not as a platform for residents to air grievances and would write a draft agenda and distribute to all councillors.

5.3 Outstanding Actions:

(Clerk) informed councillors that all actions are on schedule.

## 8. Review and Recommendations from Committees:-

8.1. **Planning**– (21<sup>st</sup> Sept & 5<sup>th</sup> Oct ) (MW) reported as detailed within the Planning meeting minutes.

8.2. **Playing Fields & Open Spaces** – No meeting

8.3. **Footpaths & Allotments** – No meeting. (MF) informed Cllrs that the 2016 Footpath Calendar was ready to go to print.

8.4. **Finance and General Purposes** - (No meeting) (JS) reported that due to participation being non-quorate the meeting had been cancelled. As a result (JS) requested that two items of expenditure be approved by Council and proposed the additional costs of £206.17 to repairs to the zip wire be approved. (MW) seconded the motion. (JS) also moved to request that the £225 cost of the 2016 annual inspection be approved. (MF) seconded the motion and all Cllrs agreed unanimously to both.

**15.074 Resolved:** The Parish Council approve the additional costs to repairs to the zip wire as presented.

**15.075 Resolved:** The Parish Council approve the cost of the 2016 annual inspection as presented.

## 9. Representatives Reports

- 9.1. **Police Matters** – (Clerk) read report from PC Sean White to Cllrs in the absence of PC Tony Blackmore & PC Sean White

PC Sean White apologised for not attending the meeting.

Crime generally remains low in the Alveston area.

On September 21st a road rage incident with a passing motorist and a parent during school led to an incident. (Now dealt with)

On September 28th, a spare wheel was stolen from a van in the Premier Inn car park during the evening around 8pm, and a small white van made off.

Several calls over the last month had been received from the Forecastle on Down Road to a male who resides there with a drink problem who becomes suicidal when drunk.

Currently there are parking issues on Quarry Road which are being monitored and South Glos council are conducting a parking report before any action is taken.

A burglary had taken place in Falfield last week during the early evening, therefore residents are being advised (due the time of year) to make sure a light is left on if they are out in the evening or late home from work. (Neighbourhood groups have been advised)

Farm watch has also been rolled out over the last few months in the area to reduce rural crime with over 50 farms signing up to the scheme. They display a sign at their entrance and get "Alert" messages linked to crime.

- 9.2. **South Gloucestershire Council** – (MT) reported that a meeting had taken place between Merlin Housing and SGC relating to the parking issues at Quarry Road. No obvious resolution could be drawn from discussions however, it was noticed the amount of dropped kerbs that had been installed along the length of quarry road many without permission from SGC. It will become a sensitive issue should SGC force reinstatement upon the residents as in many cases to date arguments over parking issues have become heated, furthermore people are now deliberately parking in disabled bays which is also building tension among residents. This situation is not unique to SGC as many streets within the district have now become "over-parked".

To update on progress with SGC Policies, Sites and Places Plan, South Gloucestershire Council published its proposed submission PSP Plan, accompanied by a Sustainability Appraisal (SA), a document setting out the changes to the Policies Map and a Main Issues Statement, for formal public consultation in summer 2015. At that time, the intention had been to submit the plan and supporting documents, to the Secretary of State for examination by an independent Inspector, in October 2015.

However, following the outcome of a planning appeal relating to a residential scheme in Charfield, where the Inspector concluded that the Council cannot demonstrate a five year supply of deliverable housing land, additional work is required on the Plan. This has led to significant problems for SGC as developers claim that SGC will not meet the 5 year housing target which could lead to a major influx of applications. Furthermore the Regional Special Plan publicised by local enterprise partnership has identified the need for a further 30,000 houses within the old "Avon Area", this is on top of what is required through the core strategy. Both Bristol City Council and BAINS cannot take their share and the obligation is being forced upon SGC and North Somerset and could reflect changes upon the current "green belt" policy.

A new draft Waste Strategy will be going to Communities on 4th November. This will be followed by a public consultation on the strategy from approximately mid-November onwards for 14 weeks.

(MF) enquired (in light of the proposed planning application re – Crematorium (Thornbury Hill)) whether it would be possible to obtain traffic information? (MT) confirmed that this would be possible and (Clerk) should ask for information from SGC.

**PC151019-02:** Request information relating to traffic movements on Thornbury Hill from SGC.

**Action to (Clerk)**

(PC) enquired whether SGC funding for SSCG meetings (Safer Stronger Community Groups) is likely to continue in view of the intense budget cuts that are occurring within SGC currently. (MT) was unable to confirm either way as further SGC cuts are still required.

9.3. **St Helens School** – See item 5

9.4. **Alveston Community Forum** – (MF) reported that a community forum meeting took place on the 7<sup>th</sup> of October where the Christmas at the Parade was discussed. This will take place on Saturday morning 5<sup>th</sup> December. Due to a double booking the Alveston Singers will be unable to be present and therefore the forum is looking for singers and musicians.

9.5. **Jubilee Hall** – No Report.

9.6. **Youth Centre** – No report

9.7. **Other Representative Reports** – No Reports

## 10. SGC consultation – Special Expenses & LCTR Support Grant

(Clerk) informed Cllrs that the above consultation was due to expire and requested comments from the Council relating to the documents. (Emailed to Cllrs several weeks prior to meeting). (Clerk) confirmed that he had attended two meetings relating to this; One session organised by SGC and another by the Town & Parish Council Forum. SGC are proposing to eliminate Special Expenses which were set up in 1998 as it is outdated and costs SGC £5,000 PA to administer however they are also stressing that under the current Special Expenses scenario some Town & Parish Councils (and unparished areas) subsidise others. Under the suggested changes this would be evened out and some residents would benefit whilst others would not. Residents within Alveston, Rudgeaway & Earthcott parish would be taxed a further average of £17.50 per Band D property which would equate to a 1.5% council tax rise. Cllrs agreed that the calculations presented by SGC were complex and required further explaining and the consultation time was insufficient, particularly as each council should be consulted individually with a full and in depth explanation of the proposals. (JS) proposed that SGC provide more information and formally present this before any decision can be made therefore further time is required and the consultation period should be extended for this to happen resulting in a response of “remain unchanged” on the consultation document..(MW) seconded the motion and all Cllrs agreed unanimously.

**15.076 Resolved:** SGC provide more information and formally present this before any decision can be taken therefore the consultation period should be extended to meet this requirement.

(JS) recommended that the LCTR support grant should remain unaltered as it is seen to be a move away from the original purpose of the LCTR support grant. The changes will allow SGC to retain money at the expense to the residents through an increase in Parish Precept. (AP) proposed that the Parish Council respond to the consultation by recommending that no changes are to occur to the current scheme. (JS) seconded the motion and all Cllrs agreed unanimously.

**15.077 Resolved:** The Parish Council is to respond to the consultation by recommending that no changes are to occur to the current scheme.

## 11. Review of Financial Regulations

(JS) recommended that a formal procedure be adopted to satisfy Section 7.3, confirmation of Clerk Salary. (Clerk) recommended that an email of the wage slip be forwarded to (JS) & (AP) prior to each Parish Council meeting. (AP) confirmed that this would be acceptable.

(JS) requested that Clerk investigate section 18.4 – Fidelity Guarantee Insurance with the Insurance Broker.

**PC151019-03:** Investigate Fidelity Guarantee Insurance Cover with Came & Co.

**Action to (Clerk)**

(AP) proposed that further to action **PC151019-03** being carried out satisfactorily no changes are required to the Financial Regulations for a further year. (MW) seconded the motion and all Cllrs. Agreed unanimously.

**15.077 Resolved:** Further to action **PC151019-03** being carried out satisfactorily no changes are required to the Financial Regulations for a further year.

## 12. Correspondence

### 12.1. Correspondence for Information

(Appendix A)

### 12.2. Correspondence for Discussion / Action -

(Clerk) presented to Cllrs a letter from a resident concerned about a protruding curb located at the corner of Lime Grove and Strode Common (Down Road) and request that it be modified from its present near right angle to a reasonable curve.

**PC151019-04:** Contact SGC highways department highlighting the residents' concerns

**Action to (Clerk)**

(Clerk) presented to Cllrs a letter from a resident relating to certain footpaths within the parish either being ploughed over or inaccessible due to crop (Maize).

**PC151019-05:** Contact SGC "rights of way" department highlighting the residents' concerns

**Action to (Clerk)**

(Clerk) presented to Cllrs a letter from the Chairman of Thornbury Carnival Committee requesting participation from organisations within the surrounding areas and to discuss the matter further if desired.

## 13. Authorisation of Payments

### 15.1.1 Payments.

Payments authorisation 5th October 2015 by Mike Webb & Paul Caddick

Details	Chq. no	£
Grounds Maintenance Contract - Sep	2603	1212.20
Litter Bin Empty – Aug / Sept	2604	66.10
Parish Council Insurance 2015/16	2605	2093.89
Total Payments		£3372.19

### 15.1.2

Payments authorised by Mike Webb & Marcus Fry

Details	Chq. no	£
Salary – Cemetery Caretaker	2606	95.48
Salary – Inspection / Clean	2607	174.40
Clerk – Salary & Expenses	2608	1262.79
Room Hire	2609	53.19
Employee Tax & NI	2610	686.84
Photocopy & Print	2611	9.79
Total Payments		£2,282.49

### 15.2 Income Received

Recent Receipts

Details	Ref.	£
Deed of Grant / Internment Plot 72	Inc2547	135.00
Gross Interest	T/fer	3.80
2015 Season	Inc2548	540.00

Details	Ref.	£
Parish Precept	T/fer	26,118.50
LCTR Support Grant	T/fer	1,244.00
Total Receipts		£28,041.30

**15.070 Resolved:** That all receipts and payments presented to the PC meeting on 19<sup>th</sup> October 2015 were accepted.

#### 14. Website

(AP) requested that a formal welcome to all new Councillors be uploaded onto the website.

(JS) requested that the notice of meeting concerning travellers be retained in a prominent position.

#### 15. Any Other Business

(Clerk) reported to Cllrs of the death of Janet Painter former Cllr and wife of employee Bryan Painter. (AP) requested a sympathy card be forwarded to Mr Painter with condolences from all Cllrs.

Meeting closed at 21.15 pm

**The next Council Meeting is on  
Monday November 16<sup>th</sup> 2015 at the Jubilee Hall**