

**Minutes of the Parish Council Meeting
Held on 16th October 2017 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Marcus Fry (MF) (Chairman), James Sumner (JS), Paul Caddick (PC), David Morgan (DM), Steve McMillan (SM), Anne Curtis (AC), Steve Blick (SB), Chris Casey (CC), Maggie Tyrrell (MT).

Graham Smith (Clerk)

1. Apologies for Absence

PC Tony Blackmore (TB), Shirley Holloway (SH).

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

Peter Tyzac – Representing Hawkfield Homes

Peter Tyzac explained his position to Cllrs that he is a neutral person with remit to obtain feedback from the community relating to future developments at the Cross Hands pub and Car Park. The site has now been sold to Hawkfield Homes, who wish to consult with residents with regard to the future of the Cross Hands building. It is highly unlikely that it will be retained as a public house but the shell could be preserved and redeveloped as apartments, alternatively the whole site may be flattened and redeveloped. (PC) stated to Peter that the village would lose its character if demolished and would like to see the building remain in some form and would be keen to see plans when produced. It was made clear that the new owners had not yet made any specific plans for the area and is awaiting public feedback before making any informed decision. Although (AC) asked whether there was scope for affordable housing (SB) disagreed and suggested large housing to be more suitable for the area.

(SB) raised concerns that the community defibrillator is attached to the Cross Hands wall and the power supply runs from the Cross Hands and requested assurances from the new owners that they would not switch off the power supply.

It is the intention that Peter attends the next PC meeting to discuss further and it was suggested that this be placed on the website to inform public.

5. Minutes and matters arising from previous meetings

5.1 Acceptance & signature of minutes for Parish Council Meetings from 18th Sep 2017

17.033 Resolved: The minutes of the Parish Council meetings held from Monday 18th Sep 2017 were accepted and signed by the chairman.

5.2 Matters Arising:

Further to discussions at the previous Parish Council meeting Cllrs considered that the date for a ALCA “Good Councillor” course should not be held prior to Christmas and Cllrs requested that Clerk ask if Deborah was available to run the course on Monday evening 22nd January.

PC171016-01: Contact ALCA and ask if proposed date for “Be a Good Councillor” course is suitable.

Action to (Clerk)

(Clerk) informed Cllrs that a date for the first Parish Surgery was set for Monday 13th November 19:00PM – 21:00PM at the Ship and requested for a Cllr to volunteer to also be present. (JS) agreed to volunteer.

5.3 Outstanding Actions:

(Clerk) informed Cllrs that all outstanding actions are on schedule. It was once again recommended by (Clerk) (that due to time constraints) that Cllrs should prepare any questions relating to the progress of outstanding actions prior to the meeting rather than run through each action one by one at the meeting.

6. Review and Recommendations from Committees

6.1. **Planning**– (Meeting – 18th Sep / 2nd Oct) – (SM) reported on the meetings as detailed within the Planning meeting minutes. SM also gave Cllrs a brief resume of the main points to come from the Planning Course which six out of the seventeen Cllrs in attendance were from Alveston. He also stated that the (Clerk) should have attended.

6.2. **Playing Fields & Open Spaces** – (No Meeting)

(AC) stated to Cllrs that she received information relating to logs for log trails as opposed to “wooden play equipment / trails” and would present this at the next PF & OS meeting in November.

It had been observed that at times of picking up and dropping off outside St Helens School that parents are parking on the Millennium Grassed Area. If this continues into the winter it will ruin the area. Cllrs requested that (Clerk) contact the headmaster expressing concern and talk to the Police about the situation because the irresponsible parking by parents is proving to be a hazard and a risk to children and pedestrians alike.

6.3. **Footpaths & Allotments** – (No meeting)

(PC) stated that the summer allotment inspection had taken place and raised concerns that some tool boxes remain unlocked and asked that (Clerk) write to AAA expressing these concerns. Otherwise the allotments were in a good state with only three looking tires; 7, 33, 34.

PC171016-02: Write to AAA expressing concerns relating to unlocked tool boxes.

Action to (Clerk)

6.4. **Finance and General Purposes** - (Meeting – 2nd October) - Cllr James Sumner reported to Cllrs that the Unity Trust account is up and running and thanked (Clerk) for his work relating to this.

The process of purchasing a “Dongle” for wi-fi transmission at meetings is under discussion and informed Cllrs that it is likely that the Parish council would be required to enter into a contract, probably for two years.

7. Representatives Reports

7.1. **Police Matters** – PC Tony Blackmore (TB) sent his apologies to Cllrs for not being able to attend. He also apologised for not preparing a report in time for the meeting due to work commitments.

7.2. **South Gloucestershire Council** – (MT) reported that the South Gloucestershire Council’s (SGC) Local Plan and JSP process is still ongoing and likewise that of work with the West of England partnership, In terms of information coming from (SGC) it is becoming increasingly difficult to be aware of everything that is going on and accessing information due to the new “Cabinet” structure. The first of the Scrutiny Committee meetings is due to be held and it is expected that traveller issues will be raised. Currently an information gathering exercise is underway relating to ascertain what other councils do with regard to this issue.

(MT) reported to Cllrs that there were concerns reported to them by residents relating to vandalism and youths congregating around the new development just off Costers Close.

7.3. **St Helens School**– (CC) reported to the Parish Council.

The school recently purchased a large climbing frame which will be installed into the playground this half term. A small grant has been given by AVIVA and another from Tesco to make a reflection garden where both assistance from parents and the Alveston Gardening Club will be assisting with the development. New artwork installations have been added into the Hall highlighting school values.

No behavior issues were reported so far this term. There remains a vacancy for a foundation governor however, there have been enough applications for parent governors to warrant an election.

Mr Spens had recently attended a SGC meeting relating to future financing for the school.

(MF) requested that the School consider further parking deterrents as more dangerous / irresponsible parking has been reported. Further to this (MF) expressed concern with regard to cars parking on the millennium grassed area which belongs to the Parish Council. Cllrs suggested that enforcement police be contacted to ensure safety to children and pedestrians.

PC171016-03: Write to Mr Spens expressing the concerns of the Parish council.

Action to (Clerk)

PC171016-04: Contact Police to express the Parish Council concerns relating to poor and thoughtless parking outside St Helens school at peak times.

Action to (Clerk)

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

7.5. **Jubilee Hall** – (MF) reported, preschool is looking to build their numbers and increase their operating hours to increase the convenience to parents.

7.6. **Youth Centre** – (SM) reported that he had attended a meeting on the previous Wednesday. The Youth Centre Committee resolved to purchase an outside tap.

7.7. **Other Representative Reports** – No report

8. Review of PC Standing Orders

Councillors agreed that this item be referred as an agenda item at the next Parish Council meeting as there was too little time to review their Standing Order.

9. Correspondence

9.1. Correspondence for Information
(Appendix A)

9.2. Correspondence for Discussion / Action

(Clerk) presented an email from a resident relating to parent parking. Refer to actions; PC171016-03/04.

10. Authorisation of Payments

Payments authorisation by Cllrs Marcus Fry & Anne Curtis

10.1.

Details	Chq. no	£
Grounds Maintenance Contract - Sep	2847	1170.00
Annual Insurance	2848	2002.00
Litter Bin Empty	2849	66.10
Room Hire	2850	36.90
Total Payments		£3238.10

10.2. Payments authorised by Cllrs Paul Caddick & Marcus Fry

Details	Chq. no	£
Salary – Inspection / Clean / Shelters	2851	200.80
Clerk – Salary & Expenses	2852	1261.46
Salary – Cemetery Caretaker	2853	106.95

Details	Chq. no	£
Photocopy & Print	2854	8.69
Tax & NI Payments	2855	692.62
Calendar * 10 @ £5	2856	50.00
Total Payments		£2,185.69

10.3. Recent Receipts

Details	Ref.	£
Gross Interest	DCR	5.83
Allotment Plot 25	Inc2847	28.35
D of G & Internment - Plot - 67	Inc2848	228.00
Memorial Stone – CR Plot 78	Inc2849	168.00
Total Receipts		£430.18

17.034 Resolved: That all receipts and payments presented to the PC meeting on 16th Oct 2017 were accepted.

11. Website / Helmet

None

12. Any Other Business

(MF) asked Cllrs to consider if there was anything the Parish Council can do relating to the ongoing closure of the Post Office.

(Clerk) informed Cllrs that he had recently attended a meeting with Marlwood School Headmaster and a representative from Ecotricity to discuss future collaborative work to benefit the school and community.

(AC) enquired if there is any progress to report relating to the role out of the new (smaller) wheelie bins.

(MF) reported to Cllrs progress relating to the available field to be released to charities. He had contacted "Alveston Trust" who stated that to manage a field was not within their remit.

Meeting closed at 21.05 pm

**The next Council Meeting is on
Monday November 20th 2017 at the Jubilee Hall**