

**Minutes of the Parish Council Meeting
Held on 16th March 2020 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs James Sumner (JS) (Chairman), Marion Reeve (MRV), Paul Caddick (PC), John Graham (JG), Cllr. Matthew Riddle (MR)(SGC). PCSO Will Price and Paula Manos (Police), Chris Casey (CC) St Helens' School Governor.

Graham Smith (Clerk)

1. Apologies for Absence

Marcus Fry (MF), Anne Curtis (AC), Alan Davies (AD), Keith Burchell (KB) (SGC).

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Public Participation

A representative from the Helmet Magazine was available for updates relating to item 7 on the agenda. Representatives from Alveston Cricket Club and Gloucester Cricket Board (*2) attended relating to item 6 on the agenda. Shirley Whyte and Chris Casey were present representing the Alveston Community forum relating to item 10H on the agenda. Two members of the Jubilee Hall Management Committee were available to consider item 6 on the agenda. Rev David Moss attended to inform Councillors of action taken relating to item 7 on the agenda. There were no members of the public present to raise issues that were not on the agenda.

5. Minutes from previous meeting

Minutes of the previous meeting had been circulated with the agenda papers and Cllrs agreed that this was an accurate representation of the meeting.

19.062 Resolved: The minutes of the Parish Council meetings held on Monday 17th February 2020 were accepted and signed by the chairman.

6. Alveston Cricket Club Strategy

Martin Wistow (MW) from Alveston Cricket Club and John Peplow (JP) from Gloucester Cricket Board development program presented to Councillors the previously distributed information on development proposals for the Cricket Club and the necessity for upgrades to the Jubilee Hall changing facilities.

The Alveston Cricket Club is adopting a five year strategy for development within the community which will include concreting at cricket nets to lay a surface and new netting for the 2020 season and presenting the possibility to obtain funding for improvements for the Jubilee Hall.

(JP) stated that he is working closely both with Alveston and Old Down Cricket Clubs and is impressed with the work both clubs are doing to encourage children to enter the sport.

(MW) proposed to the Parish Council that ideas for future discussion which include

1. Changing Room refurbishment and upgrade – (grant to benefit both Club and community.
2. Improvements to outside the Jubilee entrance – (New noticeboards, Lighting, Car Park)
3. New artificial wicket – Create an extra artificial wicket for use by juniors/social users.
4. Energy Saving – Lighting, Water, Heating

The Cricket Club proposed that they be the funding vehicle for sport within the community which would also directly benefit the club. Eligibility for funding is through the club operating "All Stars" and "Dynamos" for juniors and several female cricketers playing within the club.

As part of the funding and development of the Cricket Club it is essential that the Jubilee Hall provide gender separation within the changing rooms on offer.

(JS) asked for an idea of time scales to which (JP) stated that ideas were required by the end of April with a view to make funding available within a 12 month period.

Michael Casey from the Jubilee Hall management Committee informed the Council and Cricket Club that the Management Committee recognises that the changing rooms are no longer fit for purpose. There is a need to upgrade the facility and have already began to upgrade by adopting a scheme to upgrade and reorganise the toilet facilities to add a facility for less able users. This is not just an ECB issue but one also for Sport England.

The Parish Council agreed the need to become involved and that the Open Space subgroup having completed the task for play equipment look to assist with the improvements to sporting facilities.

19.063 Resolved: The Open Space Sub group to convene to discuss options relating to assisting the Cricket Club and Jubilee Hall to improve sporting opportunities and funding within the community.

7. Coronavirus Planning

(Clerk) informed Cllrs that the absence of Cllrs was directly due to Coronavirus and that one councillor was self-isolating and two Cllrs were taking advice that had been issued by the Prime Minister several hours earlier.

Councillors considered the advice and (PC) proposed, (JS) seconded and all Councillors unanimously agreed that Planning and Parish Council meetings be cancelled throughout April and to consider holding meetings in May one week prior to the Planning meeting scheduled for May 4th.

19.064 Resolved: The Planning and Parish Council meetings scheduled for April be cancelled.

Councillors recognised that this resolution would impact more upon the Annual Parish Meeting which had been scheduled for Monday 27th April as this meeting could accommodate up to 50 residents within a confined space and further to government guidelines (Clerk) recommended to Councillors that this also be cancelled with a view to reassessing at the end of April with the other meetings in view of government and NALC guidelines. (PC) proposed, (JS) seconded and all Councillors agreed unanimously.

19.065 Resolved: The Annual Parish Meetings scheduled for April 27th be cancelled until further notice.

Rev. David Moss (DM) informed Councillors that the church was backing the government and reiterated the necessity for residents over 70 to self-isolate. It was recognised that gatherings are not recommended and therefore the church would open its doors between 9.00AM-10.00AM to be available for individuals and to become a hub for the community. The church would also be open between 10.30-11.30 on Sundays. He expressed concern relating to vulnerable children accessing healthy meals should schools close. The church would endeavour to gather information relating to the location of vulnerable individuals or families who are in self-isolation with no access to food who require outside assistance. (MR) suggested that SGC social services may be able to advise. (Clerk) said he would look into this along with (MR).

F200316-1: Investigate available information to identify the vulnerable within the community as it relates to the Coronavirus.

Action to (clerk)/ (MR)

(Clerk) informed Cllrs that he had met with Bryan Painter to ensure that he was aware of government guidelines for self-isolation and what to consider when outside.

8. Review and Recommendations from Planning Committee

(Meeting – 17th February & 2nd March) Cllr Anne Curtis forwarded report to all Cllrs prior to meeting. No report was presented at the meeting due to the absence of (AC).

9. Financial Matters

9.1. Finance Report Feb 2020

(JS) stated that the distributed reports had been reviewed and all appeared in order.

19.066 Resolved: The financial reports for February 2020 as presented were accepted as accurate.

9.2. Bank Mandates and Banking

(Clerk) stated the necessity to update banking signatory lists with both Parish Council accounts and provided councillors documentation for specimen signatures to be submitted to both banks.

19.067 Resolved: The Parish Council approve the banking signatory list as presented for Bank of Ireland and Unity Trust Banks.

It was requested that Councillors consider a change of bank as (Clerk) believed that the current account Bank policies were no longer fit for purpose and the Council need to move forward and accommodate online banking and payments.

10. Representatives Reports

10.1. Other Council Responsibilities

Playing Fields and Open Spaces (AC)

Cllr Anne Curtis forwarded report to all Cllrs prior to meeting. No report was presented at the meeting due to the absence of (AC).

Footpaths & Allotments (PC)

(PC) informed Cllrs that the annual General Meeting of the Alveston Allotment Association was cancelled due to the Government Guidance relating to gatherings during the Coronavirus outbreak.

10.2. Subgroup report – Play Equipment

(JS) informed Councilors that the final proposal from Proludic had been discussed and that the revised drawings and costings were presented. The new drawing showed the layout at 180 degrees to the original and Cllrs agreed that the original positioning was preferred. Councilors agreed that the revised price of £30,276.34 for the addition of a ramp as opposed to a ladder is acceptable and agreed that the independent post installation inspection be completed at a cost of £450. (JS) proposed to accept the revisions and costs. (JG) seconded and all Cllrs unanimously agreed.

19.064 Resolved: The Parish Council approve the original layout and the revised price and request that (Clerk) complete the purchase order to Proludic.

10.3. Subgroup report – Quarry Road Parking

(Clerk) had forwarded to all Cllrs the minutes of the Sub-group meeting dated 17th February 2020 with the agenda packs. (MRV) reported that the use of Bromford land could alleviate the problem to a certain extent and as a result requested (Clerk) to organise a meeting. (Clerk) confirmed that the meeting has been arranged for 14.00PM on April 8th at the Bush Room. (MRV) stated that residents within the community had been informed that it was the intention of Bromford to block the car park for use and given short notice to the garage users to vacate.

10.4. Subgroup report – Grenhill Parking & Congestion

(Clerk) had distributed the minutes of the Greenhill Parking sub-group with the agenda packs prior to the meeting.

10.5. Police Matters

Police report had been circulated to Cllrs prior to meeting, PC's Will Price and Paula Manos were present at the meeting.

PC Price reported that they had identified a group of youths committing ASB offences, by throwing stones at windows at the Parade of Shops and in some cases individual houses. This issue is now in hand and being resolved.

A location for the illegal miss-use of drugs had been identified and this was also in hand.

Since the last meeting PC's Price and Manos had regularly visited the school to examine the council's concerns relating to overcrowding of cars and parking and did not see any offences being committed. The same applied to the double yellow lines located at Greenhill Road.

(PM) stated that they had been ruthless with the parking at the Cross Hands development as vehicles were positioned such that a disability scooter was unable to obtain access. (PC) raised concerns relating to the state of the grass area due to over parking whereby (MR) confirmed that he had received re-assurances from the developer that all damage would be reinstated when the developers vacate the area.

10.6. **South Gloucestershire Council**

(MR) apologised that (KB) was not present. (MR) presented his report as previously circulated to Councillors.

Alveston House Hotel is now into a Planning Appeal but the dates are not yet known.

Vilner Lane wood – South Glos. Council have now reversed its decision of 2014 to sell the site for a care home

Climate Change – SGC declared a Climate Change Emergency (CCE) in July 2019 and since then produced several documents of how to get CO2 neutral by 2030. Since 2005 net CO2 emissions have fallen by 45% in SG. A power point presentation on the Baseline work and the report that went to SGC Cabinet was distributed to councillors prior to the meeting. Thornbury Town Council has also declared a CCE. (Clerk) had advised Councillors that he had held a meeting with Sustainable Thornbury which also covered the Severn Vale Ward and asked the Councillors to consider the possibility that Alveston Parish Council could declare a Climate Emergency in the future.

Streetcare continues to log highway issues eg blocked drains and pot holes as they are identified or as residents report them.

Two roads in Alveston have been identified for re-surfacing in the Spring, Rosewood Avenue and Old Gloucester Road.

10.7. **St Helens School** – No Report was given by (CC) however she informed Councillors that she was stepping down as Community Governor of St Helens School as the school was now in excellent hands and taking a position of governor at Gillingstool.

(JS) thanked (CC) on behalf of the Parish Council for all her excellent work and attending the Council meetings over the years.

10.8. **Alveston Community Forum**

No report in the absence of (MF)

Shirley Whyte and Chris Casey were present representing the Forums' tree planting initiative and confirmed the desired location for planting a copse of trees in the Lime Kiln Field. (JS) stated that the Council fully support the planting of trees and the approved financial assistance still stands but require a council resolution approving the location which would require the presence of (AC) as Parks and Open Spaces responsible person. Mrs Whyte requested that (Clerk) in the interim contact SGC and reported that no communication had been received from Olveston Parish Council or the bio-diversity group. (Clerk) informed the Council that he had held a meeting with the Clerk at Olveston Parish Council and would ensure this is followed up.

F200316-2: Contact Neil Gazzard (SGC Tree Inspector) to confirm and discuss proposed site for woodland copse at the Lime Kiln Field and to organise an appointment in Spring as previously discussed.

Action to (Clerk)

F200316-3: Re-contact Olveston Parish Council requesting contact details for the Bio-diversity group and to put them in touch with Mrs Whyte to discuss planting on Olveston Parish land at the Marlwood School border with Alveston.

Action to (Clerk)

10.9. **Jubilee Hall**

No report given as the Chair of the AJHMC had left the meeting.

10.10 **Youth Centre**

The minutes of the recent Youth Centre Committee meeting had been distributed with the Agenda Packs. No report given in the absence of (AD).

11. Authorisation of Payments11.1. Payments authorisation 2nd March (out of meeting by Anne Curtis & James Sumner)

Details	Chq. no	£
Grounds Maintenance Contract	3161	1170.00
Photocopy & Print	3162	36.30
Annual Subscription	3163	546.93
Total Payments		£1,753.23

11.2. Payments Authorised by James Sumner & Paul Caddick

Details	Chq. no	£
Salary – Inspect / Sweep	3164	392.95
Clerk – Salary & Expense	3165	To be approved
Salary – Cemetery Caretaker	3166	117.21
Telephone Box Repair	3167	25.61
Room Hire	3168	97.83
Website Development / Hosting	3169	168.00
Total Payments		£801.60

11.3. Recent Receipts – March

Details	Ref.	£
No Receipts		
Total Receipts		£0

19.068 Resolved: That all receipts and payments presented to the PC meeting on 17th February 2020 were accepted.

12. Correspondence

2 * correspondence had been received.

SGC wrote to inform the Parish Council that cutting of the highway adopted land would be delayed due to the unseasonal wet weather.

An email had been received expressing concern relating to the zebra crossing at Down Road and traffic not stopping whilst people were waiting to cross. The correspondence requested that consideration should be given to making the crossing more visible as the lining was in need of repainting. (MR) took the action to contact SGC Highways.

F200316-4: Inform SGC highways of residents' concerns relating to the visibility of the zebra crossing and to request that the crossing be repainted.

Action to (MR)

13. Website / Helmet

The editor of the Helmet Magazine was present and stated that the printing of the next edition had been delayed in order to obtain the most up to date information from the Parish Council meeting relating to Coronavirus. Meeting cancellations had been noted and would be reported in the magazine. (Clerk) took the action to update the website and notice boards.

F200316-5: Update website and notice boards with information relating to the cancellation of the Annual Parish Meeting.

Action to (Clerk)

14. Any Matters the Chair Considers Urgent and confidential items.

There were no urgent matters that had not already been covered in the Parish Council meeting.

The Parish Council moved to Closed / Confidential session.

Meeting closed at 21.28 pm

The next Council Meeting will be advised.