

**Minutes of the Parish Council Meeting
Held on 15th Feb 2021 at 7.30pm by means of Zoom Virtual Software.**

Present: - Cllrs John Graham (JG) (Chairman), Marion Reeve (MRV), Valerie Williams (VW), Lisa Emerson (LE), Jasmine McGregor (JM), Paul Caddick (PC), Anne Curtis (AC), Carmen Vazquez (CV)

Cllr. Matthew Riddle (MR) (SGC), Cllr Keith Burchell (KB) (SGC).

Graham Smith (Clerk) / (Meeting Host on "Zoom")

(Clerk) informed all participants that the meeting was being recorded on "Zoom" software and will be retained until the minutes are published whereupon it will be deleted.

1. Apologies for Absence

None

2. Declaration of Interests

None

3. Public Participation

None

4. 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.

20.053 Resolved: The minutes of the Parish Council meetings held on Monday 18th January 2021 were accepted.

5. Review & Recommendations from Planning Committee.

(AC) reported that no planning meetings had taken place over the prior two weeks but informed the council that an enforcement notice had been forwarded to the (Clerk) by SGC relating to residents' gardens being extended and encroaching onto land next to bridleway OAN/11/10. (PC) queried ownership of land and bridleway. (AC) wrote to enforcement officer requesting further information and is awaiting a reply.

(Clerk) expressed concern that SGC enforcement were not keeping the Parish Council up to date with enforcement actions. (MR) & (KB) informed that they would raise the issue with officers.

F210215-1: To enquire with enforcement officers the process of updating the Parish Council relating to enforcement issues.

Action to (KB) & (MR)

(MRV) raised concerns relating to approval of P20/18897/F particularly regarding parking and access. (Clerk) had distributed with the agenda packs the Circulated Schedule to which (AC) referred to in order to address (MRV)'s concerns. (MR) confirmed that SGC has increased control over the development due to the removal of the permitted development rights.

6. Finance Matters Arising

6.1. Finance Report December 2020

(Clerk) stated that he had distributed reports and reconciliations for December. (JM) proposed that the finance reports be accepted (MRV) seconded and all Cllrs agreed.

20.054 Resolved: The financial report for December 2020 as presented was accepted as accurate.

(Clerk) informed councilors that the Council will be required to review the earmarked reserves which is now out of date and requested that at least two councilors volunteer to consider the re-allocation of earmarked reserves prior to year end and to give the open-spaces sub-committee more guidance.

(AC), (JM) & (PC) agreed to meet via “zoom” to discuss and confirm request to be approved by full council at the meeting on March 15th.

F210215-2: To meet to re-allocate reserves for approval at next council meeting.

Action to (PC), (AC), (JM) & (Clerk)

(Clerk) informed Councillors that the open spaces sub-group had considered the use of a Public Works Loan to finance the approved projects which would need to be approved by full council and would likely involve a public consultation. (Clerk) asked Council for approval to research this course of action which was approved.

F210215-3: To investigate the requirements for granting of a Public Works Loan.

Action to (Clerk)

7. Responsible Councillor & Subgroup Reports

Playing Field & Open Space Subgroup

(JM) presented to councillors a report of the open spaces sub-group meeting which took place on 8th February of which the minutes had been previously distributed. (Clerk) requested an update from (SGC) relating to potential works to improve Down Rd green space. (MR) would enquire with officers and to explore the possibility of a community orchard to which he is yet to receive feedback.

F210215-4: To revisit progress with SGC officers relating to improvements on land on Down Rd.

Action to (MR)

(KB) recommended to apply to Sport England for grants relating to sporting activities. (JM) confirmed that this had been followed through. (PC) raised whether the committee thought that the introduction of “Road Tennis” onto the disused boules court would justify the cost. (JM) started that the view of the committee warrants further investigations to bring to the Parish Council soon.

(AC) updated Councillors on activity in the playing fields and open spaces. The tunnel has been repaired (Clerk) is pleased with the job done. Prestige Grounds have blocked the hole in the hedge between Greenhill Rd and the Cradle Swing in the Lime Kiln field. This was a potential hazard as children were using this as a shortcut which made them susceptible to traffic coming around the blind corner. Prestige installed fence and posts and a matured blackthorn tree and 3 stem plant to rectify the issue (cost £175).

Play areas are all open in line with SGC policy but there has been no football played in line with Government guidelines.

An order has been placed with Oldown Tree Services to reduce the height of trees / bushes around the Lynch Gate to a manageable height for it to be included within Prestiges’ maintenance schedule. (Cost - £380). (Clerk) has also ordered Oldown to pollard the large Ash tree to main stem in line with the recommendations in the arboretum report (Cost £500).

The lavender surrounding the flower bed in the cremated remains area has become uncontrollable due to the age of the lavender and after discussions with Prestige are looking to plant a boxus hedge which will be more manageable over subsequent years. Once this is done it is the intention to plant bulbs / floral displays according to the season.

Quarry Rd Parking Subgroup

(MRV) reported as in minutes of the meeting dated 1st February as presented in Councillors agenda packs and expressed anxiety in the complexities of the issues and the routes taken in trying to resolve the issues. A resident feels the process has taken too long and has taken matters into their own hands. The issues raised by Bromford are complex and they deny being approached by any individual. The subgroup meeting concluded with the action that (MR) would discuss the feasibility with residents in agreeing a solution for the long term legality of accessing each other’s garden space.

8. Representative Reports

CEF Report

(PC) presented to Councillors a report relating to the Community Engagement Forum meeting which took place on 8th February. Updates on Covid issues was presented and described scams that are occurring which relate to non NHS vaccine activity and a helpline was given.

An officer from Partchway fire station was present at the CEF forum meeting and stated that three quarters of calls to the fire brigade are false alarms and a policy has been adopted whereby visits to domestic residents will occur after a further investigation. Drivers have transferred to the ambulance service to assist with the demands of the pandemic and to assist with vaccines. New staff have been recruited.

A police report was submitted at the CEF where it was disclosed that a new sergeant is now working out of Thornbury. Crimes have decreased and particularly those of house burglaries. There has been a large increase in domestic violence. Call out for breaches in COVID-19 regulations occurred sixty-eight times. Bank scams are prevalent, callers are claiming to be the bank of residents requesting transfer of monies due to breaches on security having occurred.

CEF reported a litter problem with discarded face masks and in general litter and fly-tipping.

(PC) reported that CEF had covered the closure of Thornbury High Street and 2888 responses to the questionnaire / consultation.

The community learning scheme is currently online but will go back to face to face as soon as COVID-19 restrictions are lifted.

Jubilee Hall Report

Michael Casey requested that (Clerk) inform Councillors that he had not as yet received all quotations and requested that the update be given at the next Parish Council meeting.

9. South Gloucestershire Council Matters

(MR) presented an update as per the pre-distributed report and updated information can be accessed via the South Gloucestershire Council website.

Agreement was reached at a SGC budget meeting to purchase the former Thornbury Hospital site to introduce social healthcare facilities on the site. Also, funding has been set aside to explore an alternative to the pavement going down to Thornbury Hill which will improve safety for pedestrians and cyclists.

10. SGC Local Plan Consultation Response

(LE) thanked SGC for the online consultations on the Local Plan which she found to be very informative and that it was worth checking the Date and Access Profile of Alveston for accuracy. The Parish Council considered that there were no further points to raise and no response is to be submitted from the Council.

11. Street Naming

(Clerk) requested the Council consider street names for both the Bromford Development off Quarry Rd and the New Development at the site of the Alveston House Hotel. The street name at the Bromford development requiring a speedy response as the question had been asked by SGC a week prior to the meeting.

(LE) suggested "Stone Mead" to keep in keeping with the area. (MR) stated that councillors should be aware that to use "Quarry" in the name is likely to be turned down as emergency services do not approve of too many similar street names within the same locality. Looking at the 1841 map of the area there was a field called "Stoney Field"

There were no names proposed at the meeting and (Chair) requested that any ideas to be submitted to (Clerk) as soon as possible.

(MR) stated with regard to street naming at the Alveston House Hotel site that the Council write to the developer with suggestions prior to SGC.

12. Annual Leave

(Clerk) informed councillors that his contract entitles him to carry forward one week holiday any more than this requires council approval. Three weeks is owed and (Clerk) requested that an additional week be carried forward to 21/22 with the other week to be taken week commencing 22nd March.

13. Authorisation of Payments

13.1. Payments authorisation 1st February 2021 (no payments were made for submission)

Details	Chq. no	£
N/A		

13.2. Payments Authorised: - (Signed by (PC) & (AC))

Details	Chq. no	£
Grounds Maintenance	60	1380.00
Photocopy & Print	61	39.94
Repairs to play tunnel	62	1077.60
Litter Bin Empty	63	59.64
Salary – Inspect / Sweep	64	233.40
Clerk – Salary & Expense	65	1420.79
Salary – Cemetery Caretaker	66	124.51
Localism Charges	67	1431.04
Line Rental, BB, Calls	68	207.63
Advance payment for purchase of	69	614.97
3 * Councillor Chromebooks		
Total Payments		£6,589.52

13.3. Recent Receipts – January

Details	Ref.	£
HMRC VAT Return	DCR	8011.85
Total Receipts		£8,011.85

20.055 Resolved: That all receipts and payments presented to the PC meeting on 15th February 2021 were accepted.

14. Correspondence

(Clerk) informed Cllrs that he had received an item of correspondence relating to the condition of bridleway OOL/43/10. (Clerk) contacted SGC “Rights of Way / Bridleways & Footpaths” where it was stated that they had carried out a repair to the part of the bridleway that was about to fall into the gulley – it had narrowed down to about 2 feet due to erosion and it was becoming dangerous. It was built up with sandbag type product which will biodegrade leaving the contents as a solid wall. But to get the machinery in a better path had to be made in from the gateway which included a particularly nasty uneven part. Then, while they were there some stone in a muddy bit was professionally inserted which had been an issue for horses which was due to people placing stones and lumps of wood in it to use as steppingstones which is dangerous to horses.

SGC requested that residents remember that a bridle path will get muddy and its primarily for the use of horses and riders. There are many footpaths in the Parish for the use of residents.

15. Website / Helmet

To place previous item on website and any other matters pertinent to this parish council meeting.

F210215-5: Update website with relevant information.

Action to (Clerk)

16. Any Matters the Chair Considers Urgent

(LE) raised concerns relating to a significant increase in dog fouling around Alveston which is not being picked up by the dog owners. (Clerk) requested to be informed if SGC dog wardens are seeing this increase throughout the region because of changes in circumstances due to the pandemic and if they still operate a scheme of painting warnings on pavements in offending areas. (MR) agreed to investigate the question.

(AC) also received complaints relating to dogs being taken onto the Like Kiln & Jubilee Fields and dog waste being in evidence around the play areas.

(VW) confirmed her disappointment and stated that there are more dog owners whom are not aware of the responsibilities and etiquette of ownership even to the point that some owners have been seen allowing their dogs onto other residents private lawns.

F210215-6: To update Councillors on the activities of SGC dog wardens' team and if they still paint warnings on pavements in offending areas.

Action to (MR)

(MRV) raised concerns that information was not getting through to residents due to the Helmet not being circulated due to the pandemic and unsure that the uptake on www.alveston.org is effective. (JM) raised the possibility of social media to which (Clerk) confirmed that it was agreed by the Parish Council to only use official channels of communication due to misinformation being abundant on social media.

(JM) requested that the Parish Council should emphasise that Parish Council meetings are open to the public.

Meeting closed at 21.05pm

**The next Council Meeting will be 15th March 2021.
(Via virtual "Zoom" software)**