

**Minutes of the Parish Council Meeting
Held on 15th Mar 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), Alan Davies (AD).

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

Cllr. Matthew Riddle (MR) (SGC)

2. Declaration of Interests

None

3. Public Participation

12 Members of the Public for to speak at agenda items 5,6,10.

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.

20.056 Resolved: The minutes of the Parish Council meetings held on Monday 15th February 2021 were accepted.

5. Proposals for a new Special Needs School in Alveston

Representatives from ISG, the Department for Education (DfE) and Enable Trust, along with Avril Baker (Avril Baker Consultancy) and Paul Thomas, Senior Bid Manager (UK Construction Regions) attended the meeting. Prior to the meeting Mr Thomas had distributed a presentation relating to Two Bridges Academy a proposed new school for children and young people with complex Special Educational Needs and Disability (SEND). It will provide places for 112 pupils (aged 2 – 19), including pupils with severe learning difficulties and autism, as well as those with profound, and multiple learning difficulties. It will be an 'all through' school providing places from nursery to 6th Form, with approximately 90 specialist staff.

Two Bridges Academy will be funded and delivered by the DfE as part of the Free Schools Programme and will be run by Enable Trust, a local specialist education academy trust who run New Siblands school in Thornbury and Culverhill school in Yate.

As the site is located in the Green Belt, various documents are being prepared to justify its location and these will be submitted in support of the planning application. The site has been chosen because it well positioned to meet the need for the school. Co-locating the new Academy with Marlwood School also provides educational and social opportunities for inclusiveness, collaboration and enhanced provision for both mainstream and special school pupils.

The brief for the school is for 'Net Zero Carbon', so sustainability is a key factor in the design and operational approach. Some of the school's specialist facilities will be available for local community use and hire outside school hours.

ISG and its design and planning team are working towards submitting a full planning application to South Gloucestershire Council in late spring 2021 following consultation feedback from key stakeholders and neighbours. The proposal is currently in the design and development stage, with pre-application discussions underway with South Gloucestershire Council as the Local Planning Authority.

Plans will be available to view, together with an online survey, at www.twobridgesacademy.co.uk from the 3 March 2021. Also presented were artist's impressions of the school together with a proposed site master plan.

Concerns were raised from the artists visuals relating to the wooden cladding proposed to be used and the risk that might arise particularly relating to awareness of risks of cladding due to recent events. It was assured to councillors that all risks were analysed at the early stages of design and would be further assessed through the planning phase and assured councillors that there is no risk to the safety of the occupants.

Councillors raised concerns relating to traffic management and it was agreed that the council would be consulted around the time of submission to update councillors and talk through the transport and planning arrangements in more detail.

Once the planning application is formally submitted, there will be a formal consultation period, led by the South Gloucestershire Council planning team, providing a further opportunity to comment on the scheme before any formal decisions are made.

6. Jubilee Hall – Lowering of Carbon Footprint

(Clerk) had previously distributed to Councillors a report from Michael Casey, Chair of the Jubilee Hall Management Committee which detailed options for recommendations from the committee on how to improve heating efficiency. It was agreed by Councillors that time was short to discuss in detail and no resolution would be possible at this meeting. It was recommended that a subgroup of councillors be formed to assess the report in more detail and report findings back to Council.

F210315-1: Seek volunteers and organise a date for discussions relating to the AJHMC report on heating and lowering of carbon foot print.

Action to (Clerk)

7. Review & Recommendations from Planning Committee.

(Meeting 1st March) – (AC) reported on the meetings as in the minutes.

8. Finance Matters Arising

8.1. Finance Reports January 2021 / February 2021

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

20.057 Resolved: The financial reports for January / February 2021 as presented was accepted as accurate.

(Clerk) informed councilors that a meeting of Cllrs (JM), (AC), & (PC) had taken place on 1st March to reallocate current earmarked reserves which had been distributed with the agenda packs and will be published in the year end accounting statement if approved. (JM) proposed that the re-allocation of earmarked be approved by Council, (AC) seconded and all Cllrs agreed.

20.058 Resolved: The re-allocation of earmarked reserves as presented are accepted.

9. Responsible Councillor & Subgroup Reports

Playing Field & Open Space Subgroup

(AC) reported to Council that not that much occurred over the month any work that's been completed has been in cemetery. Old Down Tree surgeons pollard the large Ash tree in the cemetery as a precaution to Ash die back as highlighted in the Arboretum report. They also lowered the height of bushes around the cemetery gates which will enable Prestige Grounds to maintain the bushes throughout the year. We would like to thank them for a job very well done.

The Clerk met with contractors and is still awaiting quotes for the resurfacing of Lime Kiln play area together with surfacing of proposed Road Tennis Pitch.

Footpath & Allotment

(PC) reported two allotments resignations which have been filled immediately from the waiting list.

Quarry Rd Parking Subgroup

(MRV) reported that residents had allegedly moved their applications forward with Bromford although the Parish Council contacts with Bromford are not aware of this. The sub group will be concentrating in other areas in the meetings to come as there are so much complex legalities and expense involved with little progress being made.

Open Space Sub-group.

(JM) reported that (MR) will be investigating CIL and 106 payments from SGC which may be utilised and (Clerk) is investigating the processes involved in applying for a Public Works loan and has distributed relevant information. (Clerk) had met three contractors on site for re-tarmac of the play area and boules court but is yet to receive the quotations. (MR) is investigating the possibility of planting fruit trees at the Down Rd green space.

(AC) gave ideas to Councillors for potential further grants available from local residents.

10. Representative Reports

Police Report

PC Will Price reported to Councillors that fortunately there is little activity currently within the Parish, only one item of ASB at the Parade. (Clerk) informed that a number of silver gas canisters were removed from the cemetery indicating that it is likely that groups are meeting recreationally. PC Price confirmed he would monitor the area and is available for reporting any further issues and any questions and the best way to contact is via email. Council raised a question relating to a business within the Parish allegedly breaking lockdown rules and requested that this be monitored.

PC Price confirmed a PCSO will be monitoring activity at the Jubilee Lime Kiln field and available to give advice if appropriate.

St Helens School Report

Mr Andy Spens (Executive Head) and Neil Martin (Chair of Governors) were present. Mr Spens updated Councillors on Covid and implications of the lockdown and that the School has been kept going with vulnerable and children of key workers with many learning at home through online tutoring. All children are now fully back at school with staggered start and finish times to ensure as much social distancing as possible. There had been no cases of covid to report amongst the children.

A survey had been carried out amongst teachers with regard to parking and have adopted priorities for locations of parking and staff understand that the Jubilee Hall Car park for parking throughout the day be kept to a minimum. It is the hope in the near future to compile a travel plan. The school will be full again next year and that 50% or more pupils will come from outside the parish.

The application for the aircraft to be transformed to a new school library has been approved and are working with the suppliers to discuss timeline for deliveries. Over fifty percent of cost has now been received through donations and grants with the remainder being raised via local business. Likely date for installation will be June.

(AC) raised concerns with parking relating to land of sight because bushes have been unable to be cut due to parked cars. (Clerk) agreed that he will inform Mr Spens when the hedge is to be cut.

(PC) stated that the staggered times relieved traffic issues greatly and requested an explanation why this practice can not continue which was answered fully by Mr Spens relating to the implications of shifting the school day.

Alveston Community Forum

Peter Waller (PW) Chair of the Forum raised an issue relating to the damage of the Blue Plaque at the demolishing Alveston House Hotel and requested the council to consider the way forward in dealing with this. (Clerk) informed (PW) that this was discussed at the previous planning meeting with an action that Mathew Riddle was to meet with the developer to discuss a resolution.

(PW) proposed that a new "blue plaque" be made with revised wording which is more relevant to the new site in which it will be located.

(MRV) asked if Forum members would be interested in helping with selecting a street name for the new development. (PW) agreed.

11. South Gloucestershire Council Matters

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

12. Annual Parish Meeting and Annual Meeting of the Parish Council

(JG) informed Cllrs that he will be unavailable to chair meetings for the next couple of months due to health reasons.

(Clerk) explained to new councillors the function of the Annual Parish Meeting and Annual Meeting of the Parish Council and then stated that the law is likely to return to pre-covid rules and that he felt that dates be confirmed to allow for preparation and advertising. Councillors agreed that the Annual Parish Meeting remain at the originally date set for Wednesday 21st April from 7.30PM virtually on Zoom software. (Clerk) also advised that the Annual Meeting of the Parish Council where councillors take on revised responsibilities and (Clerk) proposed that this take place on Wednesday 5th May over "Zoom" software. (AC) proposed and (PC) seconded, all Cllrs agreed to hold the Annual Parish Meeting on 21st April via "Zoom" software.

20.059 Resolved: The Annual Parish Meeting to be held on Wednesday 21st April at 7.30PM via "Zoom" software.

20.060 Resolved: The Annual Meeting of the Parish Council to be held on Wednesday 5th May at 7.30PM via "Zoom" software.

13. Authorisation of Payments

13.1. Payments authorisation 1st March 2021 by Anne Curtis & Paul Caddick

Details	Chq. no	£
Grounds Maintenance Contract	70	1170.00
Photocopy & Print	71	39.94
Ash Works at Cemetery	72	500.00
Filing Penalty	73	200.00
Repairs & Test – Zip Wire	74	594.12
Total Payments		£2,504.06

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

Details	Chq. no	£
Salary – Inspect / Sweep	75	407.80
Clerk – Salary & Expense	76	1355.90
Salary – Cemetery Caretaker	77	124.31
Hedge Works at Cemetery	78	380.00
Litter Bin Empty	79	59.64
Cllr Training – J. Graham	80	35.00
Total Payments		£2,362.65

13.3. Recent Receipts – January

Details	Ref.	£
Wayleave	Inc004	77.37
Memorial Additional Inscription	Inc004	45.00
Total Receipts		£122.37

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

14. Correspondence

(Clerk) informed Cllrs that the correspondence received related to item 5 on the agenda and had been previously distributed.

15. Website / Helmet

To place previous advertisement of Annual Parish Meeting on website & Helmet

F210315-2: Update website with relevant information.

Action to (Clerk)

16. Any Matters the Chair Considers Urgent

None

Meeting closed at 21.30pm

**The next Council Meeting will be 19th April 2021.
(Via virtual “Zoom” software)**