

**Minutes of the Parish Council Meeting
Held on 21st June 2021 at 7.30pm at the Jubilee Hall.**

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

Cllr. Matthew Riddle (MR) (SGC), Graham Smith (Clerk).

(Clerk) previously distributed to Councillors Covid Risk Assessment as it relates to meeting, had provided masks, wipes, gel, tissues and bags for disposal of used items. The room was ventilated all seats and tables at least 2m apart and the instruction to wear masks when not seated).

1. Apologies for Absence

Keith Burchell (KB) (SGC), (attending CEF Meeting)

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted

4. Public Participation

Paul Thomas, Rory McHugh attended relating to Item 6

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.

21.011 Resolved: The minutes of the Parish Council meetings held on Monday 19th May 2021 were accepted.

6. Two Bridges Academy – Vatingstoke Lane

(Clerk) provided link to website on the agenda, <https://www.twobridgesacademy.co.uk/> and pre-distributed The Two Bridges Travel & Transport Plan via email the afternoon of the meeting having only received it then from the Senior Bid Manager.

Mr Rory McHugh introduced those present and also Andrew Buckton representing Enable Trust supported by William Roberts of Marlwood School /CSET who attended on screen via “Zoom” available to answer questions through the representatives present.

Paul Thomas introduced the Two Bridges Transport & Travel Plan to councillors stating that the aim is to minibus the vast majority of pupils to school whilst car parking for staff and teachers would be 50 places. The presentation was followed by an invitation to ask questions.

(AC) expressed concerns relating to increased through traffic and congestion throughout the village with particular concern for safety regarding cars using A38 through Greenhill as a “rat-run” through the village and requested that the Transport plan consider asking the staff and minibuses to enter the village via Down Road particularly at School start and finish times when the village entrance at Greenhill is its busiest.

(LE) requested similar regarding the use of Quarry Rd and Quarry Mead which should be avoided due to its vehicular density.

Andrew Buxton and William Roberts presented and answered questions from Councillors.

(Clerk) thanked all participants for attending the meeting and requested that he receives pertinent information and updates to distribute to Councillors when they arise.

7. Alveston Traffic Plans / Consultation (SGC)

(AC) introduced the agenda item stating why she requested it be placed on the agenda.

It is felt that congestion, irresponsible driving and inconsiderate parking be recognised by the Parish Council and a strategy to consider how to tackle the issues which residents have raised be considered and resolved.

The Council agreed that staggered school drop offs and pick ups need further consideration along with a volunteer community speed monitoring team in association with local police and SGC. (MR) agreed to the action to investigate the feasibility to establishing a speed watch within the Parish. Councillors agreed that an advisory group be established to research and advise the council on its findings. (LE) / (PC) / (AC) / (MCR) volunteered to make up the group and liaise with (MR).

F210621-01 – Investigate the feasibility of setting up a community speed watch within the Parish.
Action to (MR)

F210621-02 – Monitor and follow up above action and set up a meeting of advisory group.
Action to (Clerk)

8. Review and recommendations from Planning Committee

Meetings – 19th May / 7th June) Cllr Anne Curtis reported on the meetings as detailed within the Planning meeting minutes.

9. Financial Matters Arising

May Financial Statement and reconciliation had been pre-circulated to Cllrs. (JM) stated that the report had been reviewed both and recommended they be accepted as true and accurate by the Council.

21.012 Resolved: The financial report for May as presented accepted as accurate.

(Clerk) explained that the process of setting up online banking had been delayed due to a signature not conforming with that on the Unity Trust bank mandate and presented individually to each Councillor their signature as it appears on the mandate to prevent the issue reoccurring.

10. Responsible Councillor & Subgroup Reports

Open Spaces

(JM) briefed Councillors regarding events over the course of the month.

One of the small goal posts in the Cross Hands play area had been pulled out the holdings. (Clerk) examined the post with the grounds maintenance contractor and agreed that the posts were beyond fit for purpose and the one out of the ground should be scrapped. (JM) requested Cllrs to consider how the space be utilised and Cllrs agreed that obtaining replacement posts should be considered.

F210621-03 – Obtain quotations for replacement posts.

Action to (Clerk)

(JM) informed Cllrs that the mechanised gates to the parks were faulty in that specified closing timings did not conform with manufacturers specification. Clerk received a quotation for 2 * Prosafe gate repair kits 1 * Prosafe Gate Bottom Bracket Assembly c/w fittings and the labour required for each gate. The total quote was £880 plus VAT which (Clerk) stated to be above the threshold and Finance Regs recommend three quotes be obtained, although recommended the gates should be repaired prior to the school holiday. The quotation was from a prosafe approved installer and suggested to council that the work commissioned asap. Councillors agreed that in this instance it would be permissible to raise a purchase order without the three quotes requirement. (PC) requested that clerk obtain quotes for reference even after the purchase order raised.

21.013 Resolved: To place order for repairs to Prosafe park gates as per quotation presented.

F210621-04 – Obtain quotations for costs to repair prosafe gates..

Action to (Clerk)

(AC) informed Cllrs that she had received complaints from residents regarding the large amount of cigarette butts left on the ground on the land between the Jubilee Hall and Field and it was concluded that this was from the Cricket users. (Clerk) was asked to inform ACC of the situation.

F210621-05 – Contact ACC and request that discarded cigarette butts be removed when the field is vacated at the end of the game..

Action to (Clerk)

Allotments

(PC) Confirmed to Councillors that the land the allotments stand upon and the current access path to the allotments have been gifted to the Parish Council from Mrs Joan Hawkins latterly resident at the “Loans”. The transaction is currently in the hands of solicitors and with the land registry. (Clerk) expressed concerns relating to vehicular access to the allotments for; emergencies, tree maintenance, movement of heavy materials such as sheds and manure. Access has always been granted on a goodwill basis and (clerk) is concerned whether this will continue, or if alternative options should be sought. Cllrs agreed for (Clerk) to investigate alternative options.

F210621-06 – To seek alternative options for vehicular access to the allotments.

Action to (Clerk)

(PC) advised councillors that “The Loans” which had belonged to Mrs Hawkins was on the market and had recently been sold.

(Clerk) raised concerns relating to the “shared” driveway which is shared between the Parish Councils’ allotment holders, the owner of land part way down and the owner of the loans. This driveway is under the ownership of “The Loans” and suggested a formal solution be reached for access rights and maintenance. Cllrs agreed that this should be an ongoing discussion with the new owner of the Loans.

11. Representative Reports

Police Report – No report submitted.

St Helens School Report – Submitted by Neil Martin (Chair of Governors)

The school continues to monitor the COVID situation carefully, particularly in the light of the recent Delta variant. The decision was taken last week not to make any changes to our current practices (so we are maintaining our current bubbles etc.). This is in-line with the various sets of guidance which apply.

Fundraising for the installation of the aeroplane library is going well, and we are optimistic that we will meet our target (though contributions from businesses and individuals are still very welcome!).

Governors have liaised with members of the Alveston Community forum, who have reached out to the school. We have been discussing the connections between the blue plaque from what was Alveston Hotel and the aeroplane library.

Youth Centre – Update from (LE)

(LE) informed Cllrs that since volunteering to be Council rep. on the Youth Centre Committee it had come to light that all committee meetings took place during the day and conflicted with her working hours. She advised Cllrs that she would be willing to stand down due to this. (VW) agreed to attend meetings and work with (LE) on behalf of the Parish Council on Youth Centre issues. Cllrs unanimously agreed to this resolution.

21.014 Resolved: Cllr Valerie Williams to become joint Youth Centre rep to work alongside (LE).

12. South Gloucestershire Council

(MR) reported events relating to SGC

COVID 19.

With the nationwide lockdown South Gloucestershire Council (SGC) has updated its website for C19 related matters and is updated for announcements made in the recent National and Council Budgets, as details become known. The SGC gives details of help and support available to local residents and businesses. SGC continue to be active in helping individuals, local businesses and community groups get the support they need during this difficult time.

Climate Change Emergency

This was declared by SGC in 2019. There is a Standing Committee of Councillors (part of the Council's Scrutiny Commission) that regularly meets to review the work in this area. An update on the Action Plan was given at the last Council Meeting (December 9th 2020) on the progress so far (available on SGC website).

SG Council Consultations

Current consultations applicable to Alveston Parish are:

Residential Annexes and Outbuildings SPD - ends 22nd June
 Houses in Multiple Occupation SPD – ends 22nd June
 Joint Health & Wellbeing Strategy – ends 19th July
 Greener Places Strategy - ends 12th September

Traffic.

SGC have requested that the speed visors/ monitoring equipment return to Strode Common and the A38. Police have been contacted about the use of Down Road and Vattinstone Lane by HGVs. The police need registration numbers and approximate times and dates of breaches to take action. Local police can be contacted by ringing 101.

The next dates for the speed visors are: A38 Alveston (Site SV180s) - 19th May 2021 – 16th June 2021 (now completed and awaiting data). Strode Common (Site SV181e) 16th June 2021 – 14th July 2021 (now at the location)

The requested locations and direction of travel are the same as the last deployment, but the A38 one this time faced traffic going south, going into the bend at the junction of Greenhill/ near to the pedestrian crossings, outside the Parish Church. Last time it was facing traffic going north.

SGC continue to be contacted by residents about the speed of traffic in various locations and are considering setting up a Community Speed Watch Group for Alveston, (like the existing ones that are active in Almondsbury and Olveston).

13. Authorisation of Payments13.1. Payments authorisation 1st June 2021 – No payments made

Details	Chq. no	£
N/A		
Total Payments		£0.00

13.2. Payments Authorised on 21st June 2021 (Signed by (JG) & (PC))

Details	Chq. no	£
Grounds Maintenance Contract	102	1170.00
Photocopy & Print	103	39.94
Litter Bin Empty	104	61.44
Room Hire	105	23.40
Salary – Inspect / Sweep	106	413.85
Clerk – Salary & Expense	107	1414.08
Salary – Cemetery Caretaker	108	127.10
Community Hanging Baskets	109	60.00
Total Payments		£3,309.81

13.3. Recent Receipts – May

Details	Ref.	£
2 @ £32.00 allotment rental	DCR	64.00
Total Receipts		£64.00

21.015 Resolved: That all receipts and payments presented to the PC meeting on 21st June 2021 were accepted.

14. Correspondence

(Clerk) had received an email from head of SGC Streetcare expressing apologies for the length of grass and that they were behind in cuts due to an unusual growing season and limited resource. (Clerk) expressed concern as he had received several comments relating to the neglect toward cutting around the Parish.

15. Website / Helmet

It was suggested that the community speed watch be placed in Helmet and Website to appeal for volunteers (MR) suggested that all matters be confirmed and finalised prior to placing details in the public domain.

16. Any Matters the Chair Considers Urgent

(Clerk) informed Councillors that he had discussions relating to the use of the Jubilee / Lime Kiln Fields for an external event which is in the early stages of arranging. Clerk gave the Councillors the (confidential) nature of the request and requested councillors to consider whether it is agreeable for the Parish to host such an event. It was agreed that a neighbour would need to be consulted and if approval by the neighbour would agree to allow permission for the event to go ahead if required.

Meeting closed at 21.40pm

The next Council Meeting will be 19th July 2021. (At the Jubilee Hall)