

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

**Present:** - Cllrs John Graham (JG) (Chairman), Marion Reeve (MCR), Valerie Williams (VW), Anne Curtis (AC), 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**

Cllrs Lisa Emerson (LE), Keith Burchell (KB) (SGC).

**2. Declaration of Interests**

None

**3. Evacuation Procedures**

The evacuation procedures were noted

**4. Public Participation**

Rev. David Moss

**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.

**21.016 Resolved:** The minutes of the Parish Council meetings held on Monday 21<sup>st</sup> June 2021 were accepted.

**6. Review and recommendations from Planning Committee**

Meeting – 21<sup>st</sup> June) Cllr Anne Curtis reported on the meetings as detailed within the Planning meeting minutes.

**7. Financial Matters Arising**

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

**21.017 Resolved:** The financial report for June as presented accepted as accurate.

(Clerk) explained that the process of setting up online banking was still ongoing and awaiting instruction from Unity Trust Bank.

**8. Responsible Councillor & Subgroup Reports**

Open Spaces

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

A meeting of the open spaces subgroup had taken place on 14<sup>th</sup> July and the following items were discussed.

1. Lime Kiln and Cross Hands play area gates now fixed.
2. Alveston Cricket Club (JM) confirmed that issues relating to littering from cigarette butts had been rectified. An email from ACC had been distributed by ACC relating to permissions to site new score board and to increase the height of nets however Martin Wistow (ACC) suggested the matter be raised at the next meeting (Sept) as nothing could be sorted during this season.
3. Down Road Orchard is currently being investigated with SGC and (MR). It was confirmed that (MCR), (AC) and (JM) consult with (MR) on this.

4. Dogs in Cross Hands Play area, it was confirmed that adequate signage is in place. (Clerk) recommended that Cllrs beware if confront the culprits as no level of enforcement can be acted upon. It was recommended that a notice be placed in the website and helmet.
5. Replacement Cross Hands goal posts. (Clerk) had researched the availability of “off the shelf” goal posts and confirmed that they were not available in the required size. (JG) recommended that the Council look to making bespoke goalposts from a metal fabricator and will find details and forward to (Clerk).
6. Road tennis (Clerk) explained that the availability of equipment would be a stumbling block as its not produced in this country. (CV) was concerned that the idea could become a “lame duck” and could be seen as a waste of money if not taken up. Cllrs unanimously agreed that the option for adult gym equipment for this area be explored.
7. Funding (JM) informed Cllrs that the potential for obtaining a PWLB load would be preventative due to the increase in precept for repayments being too high to justify to residents. (JM) expressed that CIL receipts and 106 payments to the Parish Council are looking to be less than estimated. (MR) confirmed that he hoped SGC 106 payment for the development at Costers Close be directed toward works at Down Rd and the Cross Hands play area. (Clerk) will be receiving a submission form from SGC.

#### Allotments

(PC) Confirmed to Councillors that an allotment inspection had taken place and that most allotments were well maintained, and some were outstanding. There is considerable growth of brambles from an adjoining field growing into the allotments. (PC) suggested that recognition to the outstanding allotments be given by the Parish Council to the relevant allotment holders and an “award” presentation be considered. Councillors agreed that in principal this to be a good idea and to discuss with AAA and to be considered during the winter months.

**F210719-01** – To consider an allotment holders award from the Parish Council during winter months for implementation in summer 2022.

**Action to (PC)**

Concerns were raised with regard to the positioning of the water pipe from the BWSB water meter to the allotment troughs. (PC) agreed to investigate and report back.

**F210719-02** – Investigate the positioning of the water supply at the allotments running from the meter to the troughs.

**Action to (PC)**

## 9. Representative Reports

Police Report – No report submitted.

St Helens School Report – Rev David Moss (DM) (H&S Governor) to present.

The Parish Council had previously requested that the school consider traffic calming and traffic related safety measures at drop of / pick up times.

1. Continue with the staggering of times of children coming and going – this has worked really well in terms of reducing the busyness outside of the school gates, but recognise there are other factors that need to be taken into account
2. Cone off the entrance to Greenhill coming off the A38 during drop off and pick up times. This would need to be done by school staff and would need the consent and some signage from SGC. Greenhill would then in effect become a one way road during the peak school times.

(DM) responded and stated that The Governors discussed these two ideas at their meeting last Wednesday and decided not to proceed with them due to operational impracticalities in implementing staggered start & finish times outside the confines of the pandemic and that school governors did not see the laying of cones on the road to be the remit of the school and has H&S implications for their staff.

(DM) continued by introducing two alternative options-

1. Using the grass area outside the church for more parking
2. The creation of a pedestrian entrance in the corner of the carpark opposite the school – this will separate children who have being dropped off in the carpark from cars coming in and out of the

carpark, and put the children in the best location (if there is a 'best place'?) to cross the road on Greenhill

(MR) raised other issues regarding safety outside the school. Review of double yellow lines out of the school (this should be completed this financial year). Also a request to SGC was made to reduce the speed limit on the A38 to 30 mph. Highway officers have considered but will not support it. There are two crossing points at this point in the road, on the bend outside the church. To attempt to reduce the risk further temporary flashing speed sign continue to be in situ. (There is a permanent one on the other side of the bend going north).

(AC) stated that it is important to recognise that the school should be self sufficient when it comes to staff parking issues and consider their own assets initially before reaching out to the community. The car park belongs to the Alveston Jubilee Hall for the use of clients of the Jubilee Hall and the Youth Centre and negotiations for use of the car park is to be directed to them likewise any changes to the infrastructure of the car park to accommodate the requirements of the school. The cost of any agreed alterations should be borne by the school. (DM) confirmed

(DM) requested that SGC and the Parish Council consider all available space which could be turned to the use of parking both for the school and the church, this includes the road around the ash tree and the land which houses the residents' millennium stone. ((Clerk) displayed maps of the area on screen). (DM) also requested a barrier be considered as trouble in the area has been reported in the area relating to "County Lines drug trading.

(DM) confirmed he would be devising and implementing a school travel plan and requested that Cllrs consult with him prior to a parent consultation. (PC), (MCR), (LE), had agreed to work with (DM) & (MR) on this issue.

**F210719-03** – Consult with (DM) & (MR) to assist with the development of a travel plan for the parents and teachers of St Helens School

**Action to (PC, MCR, LE)**

Youth Centre – Update from (VW)

(VW) informed Cllrs that she had attended the Youth Centre Committee meeting and reported that the committee were having problems with populating the YC calendar on Alveston-org. (Clerk) placed the website on screen and Cllrs / Clerk could not see any evident problems. (Clerk) confirmed he would contact the Youth Centre to enquire what was the exact nature of the issue).

AHHMC – Update from (MCR)

(MCR) stated that the meeting involved discussions relating to the reduction of the Carbon footprint by the heat loss generated with inadequate windows. An analysis of curtain requirements followed with the confirmation that the Jubilee Hall required new curtains and track which do not cover radiators also blackout screens for presentations. The cost of this was presented at £6,500 to which AJHMC requested that the Parish Council grant monies to assist. (JG) enquired that only two curtains covered radiators and asked (MCR) for clarification.

(MCR) continued to inform cllrs of ALHMC further options/.

It had been noted that (MR) MAF grant from SGC had been awarded to AJHMC and that potential grants are available from Enovert and Ecotricity. Cllrs confirmed that monies are set aside in earmarked reserves to contribute although a more definite sum is required from AJHMC after other grant revenues have been confirmed.

AJHMC requested that the Parish Council sign grant application confirmations as custodial trustee of Alveston Jubilee Hall Charity. Parish Councillors agreed

(Clerk) raised with Cllrs that much all responsible Councillors and community group representatives submit anything to be discussed at Parish Council meetings to (Clerk) by the Wednesday prior to the meeting so required information can be distributed with agenda packs.

## 10. South Gloucestershire Council

(MR) reported events relating to SGC

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 web site (below) gives details of help and support available to local residents and businesses.

A Climate Change Emergency was declared by SGC in 2019. Papers on this can be viewed on SGC website/ There is a Standing Committee of Councillors (part of the Council's Scrutiny Commission) that regularly meets to review the work in this area.

Active consultations are as follows; Greener Places Strategy - ends 12th September  
All Age Learning Disability Strategy – ends 29th August

(MR) & (KB) are pleased to allocate from the annual Member Awarded Funding (MAF) to the following local organisations in Alveston Parish:

St Helen's Church, for new water supply to the parish graveyard, £1303.28  
Jubilee Hall, for secondary glazing, applied for a grant, awaiting an email from SGC  
Thornbury Cricket Club HQ at Alveston, for cricket equipment, £595.20

In response to Issues from previous meetings.

The bull thistles have been cut down on the new bund off Down Road, (to stop seeds spreading later)

Dog mess on pavement in Quarry Road. (MRV) and (LE) are monitoring the issue of dog mess in Quarry Road. The situation now seems better, but a request to supply a notice which is sprayed in yellow paint on the pavements may be sent if the situation deteriorates.

Local police have been contacted about setting up an Alveston Speed watch – they are very supportive to it being set up

Traffic.

VAS/ flashing speed sign data: A38, Alveston South 19th May 2021 to 16th June 2021  
speed limit=40mph average speed=41.5mph 85%=47mph

The VAS/ flashing sign was recently removed from Strode Common, but no data is available yet  
A temporary VAS/ flashing speed sign for Vattlingstone Lane has been requested. Highway issues are continued to be logged eg blocked drains, pot holes, over grown hedges, fly tipping etc, as they are identified.

## 11. Authorisation of Payments

11.1. Payments authorisation 1<sup>st</sup> July 2021 – No payments made

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

11.2. Payments Authorised on 19<sup>th</sup> July 2021 (Signed by (JG) & (JM))

Details	Chq. no	£
Grounds Maintenance Contract	110	1170.00
Photocopy & Print	111	39.94
Year-end online check	112	330.00
Planning in Plain English-V.Williams	113	40.00
Salary – Inspect / Sweep	114	235.50
Clerk – Salary & Expense	115	1546.29
Salary – Cemetery Caretaker	116	127.10
Tax & NI Payment	117	1043.10
Room Hire	118	46.80

Details	Chq. no	£
Prosafe Gate repairs	119	1057.04
Total Payments		£5,635.77

## 11.3. Recent Receipts – July

Details	Ref.	£
Memorial – Additional Subscription	Inc008	48.00
20/21 Season (4 Games)	DCR	144.80
Total Receipts		£192.80

**21.018 Resolved:** That all receipts and payments presented to the PC meeting on 19<sup>th</sup> July 2021 were accepted.

**12. Correspondence**

(Clerk) was copied in an email from a resident to Thornbury Gazette.

(Clerk) received correspondence from ACC requesting improvements / new equipment.

**13. Website / Helmet**

Place an item relating to the fact that dogs are now allowed within the Parishes play areas.

**14. Any Matters the Chair Considers Urgent**

(JG) suggested that in future this item be entitled \*Any matters the chair considers relevant\*. All Cllrs agreed that this was acceptable.

Meeting closed at 21.50pm

**The next Council Meeting will be 20<sup>th</sup> September 2021. (At the Jubilee Hall)**