

**Minutes of the Parish Council Meeting
Held on 18th September 2023 at 7.30pm in the Jubilee Hall.**

Present: - Cllrs John Graham (JG) (Chair), Anne Curtis (AC), Paul Caddick (PC), Marion Reeve (MCR), Carmen Vazquez (CV), Valerie Williams (VW),

Graham Smith (Clerk), Ward Cllr Tony Williams (TW) (SGC)

1. Apologies for Absence

Ward Cllr Matthew Riddle (SGC)

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted.

4. Public Participation

Four members of the public were in attendance.

Hayley Grove from Alveston Community events presented to councillors a brief review of the Alveston Community fair which took place at the Jubilee Field in September. The weather was pleasant, the fair was well attended and a success. She thanked all those involved particularly The Rapid Relief Team who provided 350 free burgers. There was a climbing wall, traction engine many stall holders raising money for the event alongside a bar and Radio Thornbury. The event made a small profit which will be carried forward to further community activities with the next fair scheduled for 7th September 2024. (AC) thanked Hayley for her work in making such a successful event.

The need for further dog bins was also raised the exact locations to be confirmed and Cllrs informed at next meeting. (AC) proposed the Parish Council purchase and install two further dog bins (VW) seconded and all Cllrs agreed unanimously.

23.022 Resolved: To purchase and maintain two further dog bins for the village.

F230918-01 To seek suitable locations for siting 2* dog bins.

Action to (Clerk & JG)

Other members of public were in attendance to observe meeting.

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.

23.023 Resolved: The minutes of the Parish Council meetings held on Monday 17th July 2023 were accepted as accurate and signed by the Chair (PC).

6. To Consider Proposal of Cycleway & Bus Shelter

Mark Korankye and Andy Whitehead from South Gloucestershire Council presented a proposal to demolish the existing stone bus shelter on Thornbury Hill and to replace it with a modern shelter relocated forward to allow the siting of a proposed cycleway behind.

All Cllrs expressed concern relating to the exceptionally heavy traffic at the Down Rd / Thornbury Hill junction which has increased significantly over the years and will continue to grow. The road layout is no longer fit for purpose as markings are positioned to catalyse an accident. Cllrs felt that by placing a cycle track and pedestrian crossing at the junction would amplify the chances of a significant accident as well as increasing congestion in the immediate vicinity.

Councillors requested that further consideration and analysis be given to the junction at peak times during school term to witness the issues raised and to reconsider road layout prior to progressing the construction of a cycleway and demolishing the parish bus shelter.

Councillors were in favour of plans relating to a cycleway on Thornbury Hill between Ambiance Paddock and the Sport Centre but questioned the necessity on the A38 and if increased travel choices are to be considered further bus routes will need to be included within the assessment. It was noted that a direct route to Southmead Hospital is not catered for despite access to hospital being an important issue for residents.

7. Report from Jubilee Hall Management Committee

The chair to the committee Michael Casey presented an update on developments within the hall which from 2019 to 2023 had undertaken several works to upgrade the facilities, many having been implemented to lessen the impact upon the environment with particular emphasis on reducing the carbon footprint and reducing utility bills. This include new toilets to reduce water consumption, modern efficient white goods in the kitchen and LED luminaires throughout, secondary glazing, additional insulation to the toilet block and thermal curtains.

The committee has been relatively successful in obtaining grants for this type of work having spent over £78,200 of which £54,700 has come from third parties the balance from the PC (£8,300) and from the Hall's reserves (£15,200).

Two more improvement schemes in pursuit of the same goals have been progressed in 2023.

1. Emergency Escape Doors as current doors have not sealed correctly against the wind and rain and in addition, the panic bar locks were worn and difficult to close. Quotes were obtained for hardwood door and frame replacement with the most competitive bid being £3,000 including of VAT. Doors were fitted with the grateful thanks for a grant of £1,000 received from the Emily Ponting Charity.

2. Building Management System (BMS). (Gas boiler control system)

The present controls on the boilers are basic consist merely of a clock that turns the system on and off to preset timings with external thermostats that are susceptible to user interference. This method cannot adapt to the needs of different users, external temperature nor variations to the weekly booking schedule. HeatingSave Ltd proposed their Building Management System (BMS) to control the heating use. This product being designed for community halls. A quote from Heating Save which when added to sums for the necessary Building Work and the provision of a 4G connection, amounted to £4,100 including VAT.

Funding

Emergency Escape Doors (capital cost £3000), Building Management System (capital cost £4100)

The Hall committee will fund the remainder of the cost of the doors (£2000), Ecotricity, who have granted £1,000 and possibly South Glos Council MAF fund which with their help may lead to a shortfall in funding the BMS of £3100.

The management committee are requesting a grant of £2500 to help fund the building management system. (AC) proposed the grant be allocated to AJHMC, (VW) seconded and all Cllrs unanimously agreed. ((PC) requested that the WI-Fi be made available for hall users). All Cllrs unanimously agreed.

23.024 Resolved: To provide a grant award of £2,500 to the AJHMC to help fund the installation of a building management system.

8. Community Consultation – Two Bridges Academy

(Clerk) informed Cllrs that the Two Bridges Academy is running a consultation which is open until 18th of October and is available, with links on www.alveston.org and that a resident open meeting was that afternoon in the Jubilee Hall in which he attended. Representatives of the Academy are aware of the Parish Council concerns relating to increased traffic in the area and the limited parking available in the surrounds. (Clerk) was assured that the first year of opening would not be of concern as there would be a maximum of 25 pupils in attendance and that during the year they would assess the council's concerns and act accordingly. The headmistress stated that she or a representative of the academy would be pleased to attend a meeting in February 2025 to update councillors on progress.

The school is also looking for governors and would welcome applications.

9. South Gloucestershire Council

(Chair) welcomed Cllr Williams to his first meeting of the Parish Council. (TW) updated Cllrs regarding the surfacing of Down Rd and was disappointed that it had not been fully completed as there remains considerable sinking, patches and potholes and is pushing officers on an update and clarification of proposed future works.

There has been representation raised regarding Thornbury High Street and confirmed that the administration has increased the workforce to 3 gangs for the remainder of the build to ensure completion time is sped up by eight months and looking to complete by November. This will allow the six-month slot for re-consultation after completion be brought forward significantly.

(VW) requested that SGC adopt new signage on Greenhill and Greenhill RD as there has been confusion particularly with the advent of increased deliveries from Amazon, supermarkets and the such like introducing unfamiliar delivery drivers within the area.

(AC) requested that the new SGC administration consider Greenhill to be access only to improve safety around the school.

Items of interest on the South Glos website include; National and local with the cost of living crisis. A page called 'The Big Switch', with advice for residents and businesses of how to help the environment and cut carbon emissions.

Current SGC Consultations running can be found at <https://consultations.southglos.gov.uk/SENDStrategy/consultationHome>

10. Financial Matters

(Clerk) informed Cllrs that due to an issue with emails that the Financial Statements and reconciliations had not been pre-circulated to Cllrs but were available for review and would be distributed with the agenda for the next meeting.

(Clerk) informed Cllrs that the External Audit (which is not yet ready) had been in touch to highlight a typing error on the AGAR form which caused the salaries in the 2022 column to be £28,882 as opposed to £27,882. This did not affect the carried forward totals and is not required to be restated but requires Councillors to be informed.

11. Review & recommendations from Planning Committee

(AC) stated that minutes of the planning meetings were included in the agenda packs and all information is available within the minutes and that there is nothing further to report.

12. Responsible Councillor and sub-group reports.

(JG) informed Cllrs that no further progress had been made with Hanson relating to the grant proposal for aggregate for the pump track but will raise the proposal at the next Hanson meeting. (Clerk) also confirmed that he had completed application for 106 monies for Pump track to include landscaping and access, the Down Rd nature area proposal and available s106 monies for the allotments but had not received replies from SGC. (Clerk) had also applied to Sport England for £15K toward the potential development of the pump track but had yet to receive reply.

(Clerk) reported the resignation of Bryan Painter and re-iterated his exceptional service for a period of over 20 years. (Chair) confirmed he had discussed with (Clerk) the options for the future which will be proposed at the next meeting however, assistance has been offered in the meantime from a community volunteer and suggested that a leaf blower be purchased to ensure the parks be free from leaves in the autumn. (AC) proposed the purchase of a leaf blower (CV) second and all Cllrs agreed.

23.025 Resolved: (Clerk) to purchase a leaf blower ahead of autumn.

(Clerk) requested that a new bin be purchased for the corner of the Jubilee Field and add to the emptying regime with SGC. (AC) proposed that the bin be purchased and emptied by SGC (JG) seconded and all Cllrs unanimously agreed.

23.026 Resolved: (Clerk) to purchase litter bin and instruct SGC to add to emptying schedule.

(PC) reported activities of the AAA and issues relating to allotments. (Clerk) previously distributed a warning letter relating to the condition of a single half plot and received a reply which explained good reason for the neglect. Cllrs agreed to allow the plot holder time to return and attend allotment with a review in the Spring.

(PC) reviewed the work done by AAA to engage children at St Helens School and the success of the project. Cllrs agreed that (PC) express appreciation to the AAA for the time and effort given to the children of St Helens.

13. Authorisation of Payments

13.1 Payments authorised 18th September 2023 by (JG) & (CV)

Details	Ref.	£
Grounds Maintenance Contract	B/P 372	1170.00
Photocopy & Print (Mar / Apr)	B/P 373	50.70
Salary	B/P 374	458.50
Salary & Expense	B/P 375	1865.18
Salary	B/P 376	148.82
Annual Insurance Premium	B/P 377	1918.36
Uncontested Election Fee	B/P 378	175.00
Total Payments		£5,786.56

13.3 Recent Receipts August 2023

Details	Ref.	£
CR Memorial Plot 90	Inc 25	105.00
Memorial Grave Plot 51	Inc 25	190.00
Total Receipts		£295.00

23.027 Resolved: That all receipts and payments presented to the PC meeting on 18th September 2023 were accepted.

14. Correspondence

(Clerk) advised that there were two items of correspondence. An issue was raised regarding stray cricket balls entering Underwood Close and concerns were raised about safety of persons and property. (Clerk) had contacted ACC and although the season had finished, they would look to address the issue prior to the 2024 season. ACC has assured the council that they were fully insured.

An email was received with regard to consideration of placing a basketball hoop somewhere within the Parish play areas. (Clerk) stated that the only available space would be at the decommissioned cradle swing but is likely to have a high cost due to the necessity of removing the structure and laying concrete prior to the purchase of equipment. The s106 monies for the proposed pump track could be re-routed to this requirement if the funding fails. Cllrs agreed to place the request on hold until a definite outcome to pump track funding be confirmed.

15. Website / Helmet

None

16. Any Matters the Chair Considers Urgent

None

Meeting Closed 21.22PM

The next Council Meeting will be 16th October 2023. (Jubilee Hall)