

**Minutes of the Parish Council Meeting
Held on 18th March 2024 at 7.30pm in the Jubilee Hall.**

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

Graham Smith (Clerk)

1. Apologies for Absence

Ward Cllr Matthew Riddle

2. Declaration of Interests

None

3. Evacuation Procedures

The evacuation procedures were noted.

4. Public Participation

Three members of the public were in attendance.

Cllr Anthony Hyde was in attendance and introduced himself as the Chair of Stoke Park and Cheswick Parish Council (SP&CPC). He informed Cllrs that the sharing of (Clerk) had worked well for SP&CPC and had made a payment of £844.95 to Alveston Parish Council for the use of the shared facilities since Graham Smith (Clerk) had worked in setting up the council after the May 23 elections. Cllr Hyde further requested that the arrangement continue with the sharing of such facilities as office space, copier payments, technology, telephone and broadband. (AC) welcomed Cllr Hyde to the meeting and Cllrs unanimously agreed that the shared use of (Clerks) facilities for both councils is an appropriate action.

Two members of the public were in attendance to request support from the Parish Council relating to a proposed extension to the Youth Centre. (Chair) explained that the Parish Council did not own the building in question but understand the principal of the proposal and agreed it would be an asset to the community if successful. It was stressed to Cllrs that it was early days and the visit to the meeting was a fact-finding exercise and appreciated the Parish Council support ongoing in anticipation.

(PC) proposed that the Parish Council lend support and advice to the proposal (AC) seconded and all Cllrs unanimously agreed.

23.066 Resolved: The Parish Council support the intention to extend the Youth Centre to facilitate a community building which can accommodate increasing demand.

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.

23.067 Resolved: The minutes of the Parish Council meetings held on Monday 19th February 2024 were accepted as accurate and signed by the Chair.

6. To receive report from South Gloucestershire Council

Cllr Tony Williams was present at the meeting to inform Cllrs that the proposed plans relating to the cycleway / footway at Alveston Hill, and the Down Rd junction as consulted to public. (TW) informed Cllrs that a decision had been made to ensure that the left-hand filter lane in Down Rd remain, likewise the Parish Council stone bus shelter and the zebra crossing be moved further from the road junction. The proposed positioning of the crossing on Alveston Hill will also be reconsidered, moving it further from the sharp bend. An alternative plan will be resubmitted.

(PC) enquired to (TW) of the results of the consultation to which (TW) confirmed that the responses were very similar within each designated age group. IE Group of age 20–30-year-old were in

general, in favour of the scheme. The group between 30- to 60-year-old were 70% in favour whereas 60-year-olds plus in general against the scheme. Of all respondents included in the consultation the majority were in favour of the scheme.

(TW) advised that if Cllrs have not yet responded to the SGC local plan consultation that they do so to ensure views are represented.

(TW) confirmed that the Westlink bus routes were being reviewed to include transportation to Cribbs and Southmead Hospital but will begin with a weekend service only to assess need. It should also be noted that the restrictive zoning practice which was a policy practice for Westlink is being removed.

(MR) in his absence had forwarded to Cllrs an update of his actions relating to work within the Parish.

7. To review requirements of Annual Parish Meeting (15th April)

(Clerk) had previously distributed with the agenda packs the draft agenda for the Annual Parish Meeting (APM) for Monday 15th April and confirmed that all attendees listed on the agenda had confirmed their attendance. (Cllrs) confirmed the agenda as suitable.

(Clerk) confirmed that due to the (APM) that there would not be an April Parish Council Meeting as per the policy which was agreed several years ago. (Cllrs) confirmed that this is acceptable.

8. Financial Matters

(Clerk) had distributed February Finance Report with the agenda packs.

23.068 Resolved: The financial report and reconciliations for February as presented were accepted as accurate and signed by chair.

(Clerk) requested that Cllrs approve direct debit payments for the new financial year for cemetery rates and pension scheme administration charges. (AC) proposed that the Direct Debits listed are acceptable, (VW) seconded and all Cllrs unanimously agreed.

23.069 Resolved: The Parish Council accept the 2024/25 direct debit payments.

9. Review and recommendations from Planning Committee.

Further to the planning meeting (JG) requested from Tony Williams how to seek confirmation that a planning application was being adhered to as he believed that work to a development did not conform to the published plans. (TW) recommended that the Council to contact SGC planning enforcement.

F240318-01 To contact SGC Planning enforcement to convey concerns.

Action to (Clerk)

Further to the planning committee meeting (PC) conveyed his concern relating to a licencing application relating to the food outlet at the layby in Rudgeway. The Parish Council objected to the timings of the license request as the food outlet is only an evening business which blocks the opportunity for other traders (ie a breakfast outlet). The Parish Council felt that this should be considered however no reply had been forthcoming. (Clerk) confirmed that communication between SGC licensing and himself was poor at best. (TW) confirmed that he would investigate the issue.

(PC) raised his frustration relating to developers submitting plans which are obviously not going to be adhered to. (TW) agreed and that is why there is a retrospective process in place for the planning department to follow through.

10. Responsible Councillor and sub-group reports.

(JG) stated that the works to install the Pump Track had begun and provided Cllrs with a date schedule for construction. A period of time is required for groundwork and asphalt to settle, and the contractors recommend that the Herras fencing is maintained even though the track will appear to be completed as usage could create ruts in the track and if marked too early the markings will be

discoloured by the damp asphalt. (JG) recommended that an open day be organised which would be a celebration of the opening of which would be Saturday 18th May. (Clerk) was advised that the MD of the construction company could source top BMX demonstration team and that Cllrs should consider pulling on the experience of Alveston Community Events to arrange a professionally organised event. (AC) proposed that if agreed Alveston Community Events help organise the pump track opening ceremony (MCR) second and all Cllrs agreed.

23.070 Resolved: The Parish Council agrees to utilise Alveston Community Events to organise the opening of the Pump Track on Saturday May 18th.

F240318-02 To contact Alveston Community Events to discuss / request assistance relating to the opening day of the Pump Track.

Action to (Clerk)

(JG) advised Cllrs that the cost of the property protecting cricket nets as approved in 2023 has not increased and that money is available for payment as agreed last year through CIL money, MAF funding and a contribution from the cricket club matched by the Parish Council. (Clerk) advised that payment be made prior to year-end to quickly secure the VAT refund and to this end the payment is listed on the schedule but has not been raised yet as a “bank payment”. (AC) proposed that the payment is acceptable, (MCR) second and all Cllrs agreed.

23.071 Resolved: The Parish Council agrees to make payment for the property protecting nets prior to year-end.

(PC) provided Cllrs with an Allotment update and requested (Clerk) with updates on his actions. (Clerk) confirmed that it was not necessary to purchase “Keep Out” signs as Ian Potter had agreed to secure the gates with padlocks.

(AAA) raised concerns relating to debris on 40 Acre Lane which the Parish Council has reported to SGC in the past. The reflex mirror on the permissive path is going to be re-installed.

Subscription to the AAA will remain as AAA feel that sufficient reserves are being held without the necessity to increase subscription.

AAA are endeavouring to get Eastwood Garden Centre to sponsor their annual “best allotment” competition.

(Clerk) advised Cllrs that the council’s sign at the entrance to the footpath and become unsecure in its foundations and required re-installing. (JG) confirmed that he could complete this action.

F240318-03 To reinstall the “Private Property” / “No Cycling” sign at the entrance to the permissive footpath.

Action to (JG)

The AAA AGM will take place on Monday 25th March at the Jubilee Hall 7.30 PM. (PC) requested that (Clerk) attend.

11. (Clerk) request to carry forward holiday

(Clerk) advised Cllrs that due to workload that he had been unable to take his full holiday entitlement over the previous year and requested that he could carry forward two weeks into the 2024/25 years’ entitlement. Cllrs unanimously agreed that this be permissible.

12. Authorisation of Payments

14.1 Payments authorised 19th February 2024 and signed by (JG) & (CV)

Details	Ref.	£
Grounds Maint	B/P 427	1170.00
Photocopy & Print	B/P 428	50.70
Salary & Expense	B/P 429	2039.31

	Details	Ref.	£
	Salary	B/P 430	148,82
	Localism Services	B/P 431	1746.18
	Bus Shelter Clean	B/P 432	432.00
	Deconstruct & Removal Skate Park	B/P 433	600.00
	Repairs to cemetery fence	B/P 434	401.55
	Room Hire – Jan / Feb	B/P 435	63.90
	Sub-total for meeting		£6,503.64
14.2	Net World Sports	B/P 436	8820.00
	Total Payments		£15,323.64

12.2 Recent Receipts (February)

	Details	Ref.	£
	Internment Plot 49	DCR	190.00
	CR Internment Plot 66	DCR	115.00
	Total Receipts		£305.00

23.072 Resolved: That all receipts and payments presented to the PC meeting on 18th March 2024 were accepted.

13. Correspondence

(Clerk) advised that an email had been received from Les Forrest relating to repairs required to areas within the Youth Centre Car Park. (Clerk) confirmed that the cost would likely to be within his spending authority.

An email had been received relating to the condition of SGC's Down Road path as it is muddy and rutted. (TW) agreed to raise this as an issue with SGC.

Michael Casey advised that a vehicle had been abandoned for three months in the Youth Centre Car Park. (JG) had checked the reg no and confirmed that it was without Tax & Mot. (Clerk) confirmed that he had contacted the police but had no response.

14. Website / Helmet

Update of installation of pump track. Add agenda of Annual Parish Meeting

15. Any Matters to be carried to next meeting.

None

Meeting Closed 21.07PM

The next Council Meeting will be 18th March 2024. (Jubilee Hall)