

DOWNEND & BROMLEY HEATH PARISH COUNCIL

MINUTES OF MEETING HELD AT DOWNEND BAPTIST CHURCH, SALISBURY ROAD THURSDAY 11 DECEMBER 2014

Present:

Members: Councillors Mike Baker, Janet Biggin, Chris Boulton, Kate Conner, Mary Lewis, Sheila Ottewell, Martyn Poole, Graeme Riley and Elizabeth Shepherd.

Officer: Angela Hocking.

127.1 Welcome from Cllr Shepherd in the Chair.

As the last edition of Downend Matters has now gone to print, Cllr Shepherd proposed that the Parish Council writes to Amanda Morris to thank her for her continued support over the years. **UNANIMOUSLY AGREED.**

Various sweets and chocolates are left over from the Christmas lighting event.

AGREED to pass to Cllr Poole for distribution on the Soup Run.

Members were reminded of procedures for standing in the elections on 7 May 2015.

127.2 Apologies – Received from Cllr Kathy Morris, Cllr Jon Hunt and Cllr Julia Wimbush.

127.3 Declarations of Interest under the Localism Act 2011 - Received from Cllr Sheila Ottewell as a volunteer on the First Bus Customer Panel.

127.4 Items from the Public – None received.

127.5 Items from the Police – None received.

127.6 To receive and confirm as a correct record the Minutes from 16.10.2014.

RESOLVED to accept the Minutes, which were signed by Cllr Shepherd.

127.7 Matters Arising

Page 2 – Clerk has written to South Gloucestershire Council who confirm that there are no outstanding invoices to be raised for this Parish Council.

Page 2 – The lady requiring a new piano has now resolved this problem.

Page 3 – The new gazebo 'feet' were a great success. One 'foot' is broken and a new one has been supplied from the manufacturers.

127.8 Urgent Actions

A damaged bus shelter flag has been reported at Cleeve Hill. Clerk has contacted SGC to request this is made safe as a matter of urgency. **Noted.**

127.9 Finance & General Purposes Committee

- (i) **Pay award for local government staff** – The National Joint Council for Local Government Services (NJC) has announced that agreement has been reached on a two year pay award. The agreement will be implemented from 1 January

2015 and will run until 31 March 2016. There is also non-consolidated payments to be paid in December (£100) and a further payment in April (£39).
AGREED & NOTED.

(ii) To authorise payments as follows –

Payments made by Business Debit Card:

| | | |
|--------------------------------|-----------------------|--------|
| 2 December 2014 Google Apps | Monthly service costs | £38.50 |
| Post Office Limited | Postage | £31.32 |

On-line payments for authorisation:

| | | |
|---|---|---------------------|
| Accord Office Supplies Ltd | Stationery/printer cartridges | £114.98 |
| Salaries | For December (inc. non-consolidated payment – see circular from the National Joint Council for Local Government Services) | £1584.72 |
| Bath & North East Somerset Council | Monthly pension payment (employer + employee) | £398.09 |
| HM Revenue & Customs | Quarterly Tax/NI payment | £1471.63 |
| Society of Local Council Clerks | Annual subscription | £187.00 |
| Alide Hire Services | Hire of crowd control barriers | £326.40 |
| South Gloucestershire Council | Provision of 2 Active Senior Computer Courses Removal and re-installation of bus stop post | £1,272.00 £86.42 |
| South Gloucestershire Bus and Coach Company Ltd | 462 subsidy | £32.85 |
| Mrs A Hocking | Travel expenses | £17.33 |
| British Red Cross Society | First Aid at Christmas Event | £108.00 |
| Konica Minolta | Quarterly rental | £37.19 |
| T Webb Window Cleaning | Monthly maintenance | £252.00 |

Cheque payments for authorisation:

| | | |
|---------------------------------|---|---------|
| Avon Local Councils Association | Training – Local Government Pensions | £20.00 |
| Badminton Road Methodist Church | Funding for Keep Fit Sessions from Active Seniors Group | £200.00 |
| M Poole | Reimbursement for Active Seniors | £31.43 |

Payments Received:

| | |
|---|---------|
| Total bank interest (November) from Lloyds Bank | £5.49 |
| Takings from Christmas event | £672.08 |

Clerk confirmed that the total amount raised from the Christmas event now amounts to £672.08. This includes £25.75 from Whoopie Face Painting, and donations from the Candy Floss Stall and street trader. £378.50 of this total has been raised by Andrews Estate Agents and they will be handing a cheque to the Chair of the Parish Council on Friday 12 December at 10am.

AGREED to place an article in Downend Voice thanking all those who participated in 'Christmas in Downend'.

AGREED to write to Sainsbury's thanking them for the donation of 1000 mince pies.

(iii) Spend to date against budgets / account balances – Members received an up-to-date report showing the Council's spend to date. Total of all accounts as at 30 November 2014 amounts to £174,001.75.

(iv) Bank reconciliation / Bank Statement verification

In accordance with Financial Regulations 2.2, Cllr Ottewell verified the bank reconciliations produced by the Clerk, and signed the reconciliations and the original bank statements as evidence.

127.10 To discuss budget and precept requirement for 2015/2016

Clerk provided members with a precept calculation for 2015/2016. The total budget requirement amounts to £130,179.00.

RESOLVED to accept the budgets as evaluated by the Finance & General Purposes Committee.

AGREED to request a precept of £87,000 for 2015/2016 from South Gloucestershire Council.

127.11 Localism – No report.

127.12 Parish Champions

Webbs Florist in Cleeve Wood has been agreed as the first Parish Champion. Other nominations were invited.

AGREED – Cllr Poole will speak to Diane Paddon as D&BH PC consider her to be a worthy recipient of this award.

127.13 'Council of the Week'

The National Association of Local Councils (NALC) will be featuring a 'Council of the Week' on the homepage of the new NALC website to recognise and encourage best practice within the sector. ALCA is asking local Councils to put themselves forward on the

basis that they are exemplary of good practice – representing their community and delivering local services.

A Council will need to provide 400-500 words with clear examples of good practice and provide a photograph that is representative of the town or village in some way, such as of the Town Hall or an iconic location.

AGREED – Cllr Shepherd and Clerk will liaise on producing an article for D&BH PC.

127.14 Members Concerns to be noted

- Cllr Biggin raised concerns that some individuals are not included on the electoral register.
- Cllr Boulton advised that the Co-Operative Bank in Downend has now closed.
- Cllr Boulton further advised of temporary signage in King George V Playing Fields.
- Cllr Riley explained that a leaflet had been delivered in the area promoting 'Streetlife', an online community, referring to Frenchay.
- Cllr Shepherd advised of graffiti on a bus shelter by Page Park (not in the parish).

127.15 To receive a report from the Planning Committee

Minutes of Planning Committee meetings were received and **noted**.

127.16 To receive reports from sub committees and working groups

Active Seniors:- Cllr Poole is actively advertising Downend Connect via Downend Voice.

Children & Young People:- No report.

Communications:- The article 'History of the Parish Council' on D&BH PC's website needs to be updated. **Noted.**

Downend Business Community:- Cllr Biggin explained that the next DBC meeting will be held in the New Year, and also outlined the success of Small Business Saturday.

Events:- Cllr Biggin confirmed that the Best Christmas Window Display had been judged by Revd. Ann Owen, the winner being Norville Opticians.

Open Spaces:- Sainsburys will not give permission for a defibrillator inside the shop. Cllr Poole is continuing investigations.

GEORGE V / BADMINTON ROAD PLAY AREA – A new grant application has been made to Veolia Environmental Trust for play equipment and the outcome should be known by February. The gates for the play area need to be ordered and Clerk is liaising with SGC and Jane's Pond about this. The path from Westerleigh Road past the school and alongside the cemetery is in need of resurfacing and also the wall is collapsing. This is a public right of way. SGC will be writing to residents of 15-25 Westerleigh Road to discuss the repairs necessary, which could also be followed up with a letter from D&BH PC.

D&BH IN BLOOM – Cllr Boulton is investigating Licences for additional street planters. The bank account is now open and plants are soon to be ordered.

Traffic:- SGC propose to install a puffin crossing on Badminton Road to replace the existing pelican crossing. **Noted.** Costs for service 462 have significantly reduced this month due to the reopening of Quakers Road.

External Meetings:-

SAFER STRONGER COMMUNITY GROUP – Presentation from The Age UK South Gloucestershire Integrated Care Project. Local community issues raised included speeding in Baugh Gardens and the possible implementation of a 20mph zone.

AGREED – Traffic Committee to monitor the situation.

127.17 Correspondence

- Consultation on changes to Sort It Centres – **Noted.** Individual responses to be made.
- Clerk stated that the Brother black and white printer cannot be used with the new computer. As such, she has contacted the company who used to repair the machine who are happy to pay £30 to take it away. The alternative is to give it to a local charity.

AGREED – Clerk to contact Christians against Poverty to see if they would be able to utilise the machine.

127.18 Reports from South Gloucestershire Councillors

Cllr Biggin has attended the South Gloucestershire Primary Schools Carol Service and Safer Stronger Community Group meeting.

D&BH PC has also been represented at the South Gloucestershire Voluntary & Community Sector Conference (Cllr Shepherd) and a Briefing session on the changes to Local Government Pensions with Head of Pensions at the Local Government Association (LGA) (Cllr Shepherd).

Chairman:

Date:

(Meeting closed at 8.52pm).