

DOWNEND & BROMLEY HEATH PARISH COUNCIL

**MINUTES OF MEETING HELD AT
DOWNEND BAPTIST CHURCH, SALISBURY ROAD
THURSDAY 15 OCTOBER 2015**

Present:

Members: Councillors Mike Baker, Ben Burton, Kate Conner, David Crowley, Peter Hingley, Kathy Morris, Martyn Poole, Graeme Riley and Raj Sood.

Officer: Angela Hocking.

136.1 Welcome

Cllr Riley welcomed members to the meeting.

136.2 Apologies

Received from Cllr Janet Biggin, Cllr Jon Hunt and Cllr Sheila Ottewell.

136.3 Declarations of Interest under the Localism Act 2011

No Declarations of Interest were received.

136.4 Items from the Public

No items from the public were received.

136.5 Items from the Police

No items from the Police were received.

136.6 Bob Symonds, Avon Local Councils Association (ALCA) South Gloucestershire Area Group

Bob Symonds introduced Deborah White, County Secretary and explained the role of the Avon Local Councils Association South Gloucestershire Area Group. Topics such as the Local Council Award Scheme, Localism and NALC's Parish Council Bill were just a few of the many items reflected upon. *'ALCA – Local Authorities through a consolidated voice.'*

(Cllr Sood arrived at 7.10pm.)

136.7 To approve the Minutes of the Parish Council Meeting held 17.09.2015

RESOLVED - the Minutes of the Council meeting of 17 September 2015 were approved and signed as a true and accurate record.

136.8 Matters Arising

135.6 – Finance & General Purposes Committee will be considering the purchase of a defibrillator at their next meeting on 21 October.

135.10 – Tina Rainey has given permission in principle for the installation of a grit path at the Quakers Road public open space. If Council now wish to proceed, a detailed

specification will be required. Following a proposal by Cllr Baker and after a vote 5:2 (1 abstention),

AGREED to proceed with the work, as long as costs fall within the £1000 budget forecast.

AGREED – Clerk to liaise with D&BH in Bloom on submission of a technical specification to South Glos. Council.

NOTED that once the path has been installed, all maintenance will be the responsibility of Downend & Bromley Heath Parish Council.

135.12 – Kingswood Community Transport are delighted to have been nominated as the Parish Council's Charity of the Year and will be attending the Christmas lighting event.

Storage – Ian Davey, SGC, confirms that one of the cricket clubs is currently using the garage at Badminton Road Playing Fields. However, the container is empty and as such Chris Boulton from D&BH in Bloom is liaising with SGC in an attempt to utilise this space for storage.

Cycle Stands – The formal Licences for the 2 no. cycle stands at Bromley Heath Park have now been received. Clerk will arrange for Chris Belcher to proceed with the installation of the stands.

136.9 Urgent Actions

Clerk reported that urgent repairs have been carried out to the bus shelter opposite the old Doctors surgery in Four Acre Road, due to a health and safety issue. A new seat has been installed by B&C Shelters at a cost of £187.50. **NOTED.**

136.10 Finance & General Purposes Committee

(i) Payment of accounts – RESOLVED to accept the attached list of invoices for immediate payment. Invoices signed appropriately.

(ii) Spend to date against budgets / account balances - It was **NOTED** that bank interest for September amounts to £4.13. The second half of the precept/LCTS grant has been received in the sum of £43,500 and £2,465 respectively. Members received an up-to-date report showing the Council's spend to date. Total of all accounts as at 30 September is £161,176.93. **NOTED.**

(iii) Consultation on

(1) South Gloucestershire Council's Special Expenses System from 2016/17 onwards

(2) The LCTR Support Grant to Parish and Town Councils from 2016/17

Clerk had previously circulated documentation relating to the above for members attention. Chair and Clerk attended a meeting with SGC and a further meeting of the Town & Parish Council Forum, at which these consultations were debated. After much discussion,

RESOLVED (1) to retain the current system of Special Expenses unchanged for 12 months. In the interim South Gloucestershire Council should consult in more detail with individual parish/town councils as the timescale for an informed response by 23 October cannot be adhered to. RESOLVED (2) to accept option 1 in relation to the LCTR support grant, ie, instead of using the 2013/14 indicative sum of £455k, South Gloucestershire would maintain the same potentially transferable proportion of its LCTR support grant as in 2013/14 and apply that initial proportion to the next financial year's revenue support grant.

136.11 Public Meeting re Parish Precept, 29 October 2015

Sports Pitch Opportunities Event will be attended by Clerk and Cllr Conner on 21 October. Clerk advised members that she had spoken to Tina Rainey about a number of matters, ie, income from the parks, buying back the services from SGC etc. The matter will be further debated at full Council in November and any expressions of interest will need to be submitted to SGC by 30 November. **NOTED.** Clerk has received one comment from a resident of Queensholm Close expressing support of the Parish Council taking over maintenance and management of the sports pitches at both Bromley Heath and King George V/Badminton Road, and understands that this will result in an increase in the precept.

136.12 Local Council Award Scheme (LCAS)

Members were all provided with information about the LCAS at the Away Day. Taking into account what is required at Foundation Level, members

**RESOLVED to proceed to register with NALC for the Foundation Award.
AGREED to authorise payment for the £50 registration fee.**

136.13 Nitrous Oxide Canisters

Bitton Parish Council has been discussing news that one London Borough is introducing a bylaw prohibiting the use of nitrous oxide canisters in public places. The intention is to reduce the incidence of young people inhaling the gas. Bitton Parish Council feels that this action should be supported. Not only might the number of young people affected be limited, but it could also reduce the number of canisters discarded in play areas and other open spaces. Bitton Parish Council will be approaching South Glos. Council to ask if they will consider the introduction of such a bylaw and is approaching neighbouring Councils to see if they feel able to support this initiative.

RESOLVED to invite Bitton PC to provide additional information on the progression of this matter with South Glos. Council, so as to keep it under review.

136.14 Localism

No report.

136.15 Members concerns, to be noted

Cllr Kathy Morris raised concerns about Jan's Hand Car Wash in the Co-op car park, Downend. Planning Enforcement have looked at the original planning permission which states this will simply be a **hand** car wash. Complaints have been received about the use of machinery. After investigations, it has been agreed that the company will have to revert back to washing by hand, which formed the basis of the original application.

(Cllr Morris left the meeting).

136.16 To receive and note the Minutes of the Planning Committee meetings held on 29 September and 13 October

Members had been circulated with minutes of the Planning Committee meetings as they occurred. Duly **NOTED.**

136.17 To receive and note reports from sub committees and working groups

Active Seniors:- Excellent feedback received from the Downend Connect event.

Children & Young People:- No report.

Communications:- Next meeting to be held on 26 October.

Events:-

(i) **Remembrance Sunday** – 8 November 2015 – The Royal British Legion will put a wreath out for collection by the Parish Council on the morning of the ceremony. **AGREED to donate £100.** (See invoices for payment).

(ii) **Christmas in Downend** – 27 November 2015 – Cllr Biggin provided a report following a recent Events meeting. Frenchay Christmas Tree Farm have provided quotations for small pot-grown trees up to 1 metre in height, details of which have been forwarded onto the DBC. **NOTED.**
SGC has now placed the order for 1 x 30ft Normand Spruce tree for delivery and erection on 23 November, a few days ahead of the switch on date. The total cost of supply, delivery, erection and removal will be £1,221.
RESOLVED to accept the quotation from South Glos. Council, as detailed.

Open Spaces:- Report circulated by Cllr Conner. The picnic table has now been installed in Bromley Heath Park by Chris Belcher. Cllr Conner would like to install signs on some lamp posts about 'clearing up after your dog'.

ACTION – Clerk to contact the Dog Warden at SGC to provide the necessary signage, in addition to some dog waste bags.

Traffic:- Report from Cllr Ottewell was **NOTED.**

Due to complaints about the level of street cleaning and rubbish in Downend,

AGREED – Clerk has written to SGC requesting action is taken.

External Meetings:-

TOWN & PARISH COUNCILS FORUM – Chair and Clerk attended the Annual Meeting. Malcolm Watson was appointed as Chair and Christine Howard Vice Chair. Discussions took place about the election service provided by SGC and the use of Sort It Centres by Town & Parish Councils, in addition to further discussions regarding the Special Expenses/LCTR consultations. The consensus of the Forum was to retain Special Expenses without change for 12 months, enabling further individual consultations with Parish and Town Councils.

DOWNEND SPORTS CENTRE STRATEGIC MANAGEMENT COMMITTEE – Cllr Poole attended this meeting, which had been cancelled without notification to D&BH PC.

136.18 Correspondence – Available for members' perusal. In addition:-

- Review of Community Safety and Anti-Social Behaviour Team 2015
- Street Trading Policy 2015-18 – draft for consultation
- Proposals to Revise Housing Related Support in South Gloucestershire
- Consultation letter from Gill Sinclair – review of Modern Records Service, SGC

- SW Conference of Local Council Associations – Regional Conference – Building the strength of Local Councils (Clerk will send apologies from D&BH PC).
- Email from Bromley Heath Neighbourhood Watch suggesting looking at more innovative ways as a community to maximise efficiency due to reductions in both Police and Council services – matter to be placed on Council agenda for November.

136.19 Reports from South Gloucestershire Councillors

No report.

Chairman:

Date:

(Meeting closed at 8.54pm).

It should be noted that Downend & Bromley Heath Parish Council has also been represented at:-

- Kingswood Community Transport AGM - Cllr Riley
- South Glos. Clinical Commissioning Group AGM – Cllr Riley
- Avon Local Councils Association AGM – Cllr Biggin & Cllr Riley
- Heritage and Learning in South Gloucestershire – Cllr Biggin & Cllr Riley
- Oldland Parish Council Annual Parish Evening – Cllr Biggin
- CVS South Gloucestershire Annual General Meeting – Cllr Biggin
- Mass of Thanksgiving to celebrate the Golden Jubilee of the Parish Community, St Augustine of Canterbury Church – Cllr Biggin & Cllr Riley