

DOWNEND & BROMLEY HEATH PARISH COUNCIL

MINUTES OF MEETING HELD AT DOWNEND BAPTIST CHURCH, SALISBURY ROAD THURSDAY 18 FEBRUARY 2016

Present:

Members: Councillors Mike Baker, Janet Biggin, Ben Burton, David Crowley, Peter Hingley, Jon Hunt, Sheila Ottewell, Martyn Poole and Graeme Riley.

Officer: Angela Hocking.

140.1 Welcome

Cllr Biggin took the Chair and welcomed members.

140.2 Apologies

Received from Cllr Kate Conner, Cllr Kathy Morris and Cllr Raj Sood.

140.3 Declarations of Interest under the Localism Act 2011

Cllr Riley declared an interest as a member of the Library Users Group.

140.4 Items from the Public

None received.

140.5 Items from the Police

None received.

140.6 To approve the Minutes of the Parish Council Meeting held 21.01.2016

RESOLVED - the Minutes of the Council meeting of 21 January 2016 were approved and signed as a true and accurate record.

140.7 Matters Arising

- 139.7. HSBC have nothing further to report on the opening of the bank account. Mike Moody, the Business Specialist, has emailed the Clerk after continuous chasing and telephone calls to advise that the matter is being escalated through the team manager.
- 139.8. Cllr Riley thanked everyone for their kind words during a period of ill-health.
- 139.9. Form of Statement confirming monies raised at the Christmas event has been countersigned and sent to SGC.
- 139.10. SGC has acknowledged the precept request of £304,500 and confirmed that £152,250 will be paid in two equal instalments on 29 April and 30 September. The LCTR Support Grant payment will be combined with the precept and a further £2,352 will be received in two equal instalments of £1,176.
- 139.13. Clerk has accepted delivery of the defibrillator, which is now awaiting installation. Training days are being booked which will be advertised locally.
- 139.14. SGC has confirmed that they will be providing all interested parties of the sports pitches with a breakdown of the full costs involved.

- 139.15. SGC has confirmed that residents will be receiving their Council Tax demands during mid March. As such, the precept article will go into the next edition of Downend Voice, with the Man and His Tools article the following month.
- 139.16. D&BH In Bloom intended to lay a simple dust to grit path at the Quakers Road open space. To meet these requirements they would need to hire machinery and with the complications and expertise in using such plant, they would not be covered under their insurances. In the circumstances, they have had to withdraw their offer. **NOTED.** The only other quotation received has been from SGC totalling £14,746. Clerk asked members how they now wished to proceed.
AGREED not to pursue this project in view of the costs involved.
- 139.17. Clerk has made investigations about the criteria for shops displaying produce on the pavements outside their shop fronts. SGC are only responsible for the area 1.6m from the kerb line, it then appears to fall to the Parish Council to contact the shop owners/companies involved if it is felt that it looks unsightly. It is apparent that SGC will only investigate if they feel the items are causing an obstruction. **NOTED.**
- Clerk confirmed that the latest bound Minute Book has been returned and closely matches the others which were prepared several years ago. **NOTED.**

140.8 Urgent Actions

None reported.

140.9 Finance & General Purposes

- (i) **Payment of accounts** – Members were circulated with a list of payments for authorisation.

RESOLVED that all payments should be met. Invoices signed by Cllr Ottewell, Cllr Riley and Clerk.

- (ii) **Spend to date against budgets / account balances** - It was **NOTED** that bank interest for January amounts to £4.54. Members received an up-to-date report showing the Council's spend to date. Total of all accounts as at 31 January 2016 is £126,655.26. **NOTED.**

140.10 Proposals for a Business Plan for D&BH PC and presentation of options, following initial feedback from members

Cllr Ben Burton circulated details of various business plans he had researched on-line. An appropriate structure for the document was deliberated. It was felt that projects should be prioritised showing short, medium and long term objectives over the remaining life of the current council. The business plan should be signed by each councillor thereby showing a common purpose. The plan will need to be reviewed on a regular basis and updated to keep it current and active. It will help with the future budgeting process and its progress can be monitored against key priorities.

A date is being arranged for the first meeting of the Business Plan Working Group at which time the group can focus on the ideas and options brought forward by members, whether these are planned and costed, discarded, further researched or taken forward. A report will be brought back to full Council.

140.11 To agree arrangements for the Annual Assembly 2016 and to confirm Parish Champion nominations

To date the following has been agreed:-

Business Parish Champion – Kustom Flooring

Voluntary Parish Champion – Downend & Bromley Heath In Bloom

The category of 'Individual Parish Champion' has not yet been filled. Nomination received for Elizabeth Shepherd, who previously served on the Parish Council and has executed an enormous amount for the community. Following a proposal and vote,

AGREED that Elizabeth Shepherd is awarded the individual Parish Champion title.

140.12 Localism

(i) Meeting with SGC re. sports pitch opportunities – Meeting has been deferred until 24 February. Policy, Research and Scrutiny Committee have agreed to the proposal for a deferment of the potential takeover for a further year. This decision will be taken to a meeting of SGC Full Council for ratification.

(ii) Inspection of pavilions – Clerk, Cllr Ottewell, Cllr Conner and Bill Crocker visited the pavilions on 29 January and carried out a visual inspection. Whilst the Bromley Heath pavilion has clear indications of severe damp along the back wall, the rest of the building appears to be in fairly good order. However, the pavilion at Badminton Road is a completely different scenario and it is clear that there are some serious complications with the building. **NOTED.**

140.13 Members concerns, to be noted

The following points were raised by members and duly **NOTED.**

- Cllr Ottewell requested that articles submitted for Downend Voice should be sent back to the author if alterations are considered necessary.
- Cllr Ottewell reported problems with the Quakers Road pavement which has been recently dug up and is hazardous.
ACTION – Cllr Ottewell will forward photographs to the Clerk to take the appropriate action with SGC.
- Cllr Riley advised that the Clerk had dealt with an issue at Cleeve Wood shops whereby the garage is putting out cones to stop people parking. This situation will be monitored.
- Cllr Riley also stated that the shop keepers are pleased with the new street markings by the Undertakers. With all the recent work that has been carried out in the area, it is a much nicer place.
- Cllr Riley circulated a letter from the Downend & Staple Hill Library User Group, protesting against the proposal by SGC to cut the opening hours of Downend and Staple Hill libraries to 18 hours per week. Cllr Riley has advised parishioners to attend the parish meeting in March when Martin Burton will be in attendance.
- Cllr Poole also raised concerns about the potential library cuts. Members further discussed how such facilities can be used as community hubs.
- Cllr Hunt advised that nothing will happen with the libraries before October 2017 and SGC are sourcing ideas for use of libraries, ie, renting office space. The hope is that within the next 18 months the ideas put forward will help bring more services together and bring about a more efficient use of money.
- Cllr Biggin warned of more parking issues in Christchurch Avenue as a result of the inadequate parking at the medical centre for both staff and visitors.

140.14 To Note the Minutes of the Planning Committee meetings of 2 and 16 February 2016

Members had been circulated with Minutes from these meetings, which were **NOTED**. Cllr Baker advised that not all parish council responses are being uploaded to the South Glos website, and this has been reported to SGC. Cllr Baker also found it unacceptable that the Clerk/Committee members have been receiving impolite comments when parishioners are unable to find responses to planning applications on the website as a result of this problem. Clerk is in discussions with SGC in an attempt to resolve this issue.

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

Active Seniors:- No report.

Children & Young People:- No report.

Communications:- Meeting held to discuss the article which will appear in Downend Voice concerning the rise in the precept.

Events:- Next meeting to be held on Monday 22 February.

Open Spaces:-

- An update from D&BH in Bloom was circulated for information.
- The Chair of the Friends of King George V is standing down at the end of the month. The group is in need of additional members.
- A request from a resident has been made for a swing suitable for a baby at Heathfields play area. Site meeting held with Rachel Burlinson, SGC, will be held in the near future to seek agreement. Costs are being investigated.

Traffic:-

- Complaint received from a resident about the mud around the bus shelter at Wick Wick. SGC have been contacted and agree to install a hard standing in addition to lighting and Real Time Information.
- Meeting held of the Joint Parishes Night Bus Group re N47. Tender put in by First to run the service has been withdrawn and they have requested. The service will not run through Bromley Heath, but straight along Badminton Road. They have been asked to reconsider or D&BH PC will cease funding this service.

140.16 Correspondence

Clerk had circulated details to members about the Library Consultation which will be further discussed at Full Council in March once the consultation opens. Martin Burton from SGC will provide a presentation and answer questions.

Clerk had also circulated to members information about Columbaria for Mangotsfield Cemetery. Comments, queries or concerns were invited.

Adult Social Care Charging Policy Review – Extracare Housing – Members had been circulated with details of this consultation which runs until the end of March.

140.17 Reports from South Gloucestershire Councillors

Cllr Hunt outlined the restructuring and merging of some committees at South Gloucestershire Council. The changes will reduce the number of meetings and subsequently the number of staff being involved. The last meeting of the Chase Area Forum will be held in two weeks time. The current Safer Stronger Community Group meetings will remain but renamed Community Engagement Groups. Without the Area Forum, it will now be the responsibility of individual Councillors to decide how their portion of grant funding is allocated (£3,500 per annum per Councillor). Grants can be rolled over to another year.

Cllr Biggin attended a management meeting at Lincombe Barn and Fair Trade Steering Group meeting. Cllr Biggin also advised that the cocoa grower will be arriving from Nicaragua for Fairtrade Fortnight.

Chairman:

Date:

(Meeting closed at 8.30pm).