

DOWNEND & BROMLEY HEATH PARISH COUNCIL

MINUTES OF MEETING HELD AT BADMINTON ROAD METHODIST CHURCH, BADMINTON ROAD, DOWNEND, BRISTOL THURSDAY 15 NOVEMBER 2018

Present:

Members: Councillors Mike Baker, Janet Biggin, Ben Burton (Chair), Holly Doyle, Sharon Herniman, Colin Ogden, Sheila Ottewell, Martyn Poole and Anita Woodburn.

Officer: Angela Hocking.

Public: 3 members of the public.

169.1 WELCOME

Cllr Burton welcomed members to the meeting and thanked everyone in the various groups for all their efforts at the WW1 event and the Remembrance Parade at Staple Hill.

169.2 APOLOGIES

Received from PC 4817 Chris Fewell. Also Cllr James Griffiths, Cllr Jon Hunt and Cllr Raj Sood.

169.3 DECLARATIONS OF INTEREST

Cllr Colin Ogden and Cllr Sharon Herniman (in relation to Friends of Bromley Heath Park).

169.4 ITEMS FROM THE PUBIC

Jackie Baker, Chair of Downend & Bromley Heath in Bloom, thanked the Clerk and Councillors for helping to relocate the containers at the Badminton Road Playing Fields. Chair also thanked In Bloom for their work within the community.

169.5 ITEMS FROM THE POLICE

Written report received from PC Fewell, which was circulated and **noted** by members. PC Fewell advised of a spate of thefts of tools from vans. There is a suspect Ford Mondeo which appears to be involved in the offences, often with false or cloned number plates which makes it difficult to track. There are usually 3 males in the car committing the offences. People are asked to be vigilant but also report any suspicious incidents that might involve a Ford Mondeo with 2 or 3 males.

AGREED to publish this information on the Parish Council's Facebook page.

ACTION - Clerk to respond to PC Fewell confirming that the Parish Council will report back when any 106 funding becomes available to allocatetowards Police bicycles.

169.6 APPROVE THE MINUTES OF THE MEETING HELD ON 18 OCTOBER 2018

RESOLVED that the Minutes of the meeting held on 18 October be approved and signed as a true and accurate record.

169.7 MATTERS ARISING AND ONGOING ISSUES

- 168.4 – Members felt that the joint session with the Neighbourhood Watch groups proved to be very informative and worthwhile. Since the meeting, Clerk has been in contact with Bromley Heath

Neighbourhood Watch to suggest moving the joint meeting to either December or February. This will leave a larger gap between these sessions and the Community Engagement Forum, thereby ensuring maximum presence and avoid any repetition.

AGREED - Clerk to contact Chair of the Community Engagement Forum and Chair of Bromley Heath Neighbourhood Watch to further discuss the best way forward.

- 168.8 – Boundary wall at King George V – The heras fencing is now complete and the warning signs will be erected with the next few days. An email has been received from a resident of Cleeve Lodge Close raising concerns about how the wall will be repaired and subsequently paid for. Clerk will be responding appropriately.

169.8 URGENT ACTIONS - No report.

169.9 FINANCE & GENERAL PURPOSES

- i. **Payment of accounts** – The accounts for payment were circulated to members.

RESOLVED to authorise all payments, as detailed in Appendix 1.

- ii. **Account balances** – As at 31 October 2018, the total balance of the Parish Council’s accounts amounts to £707,442.22.
- iii. **Spending in accordance with Budgets and Business Plan** – No report.
- iv. **Recommendations from Committee meeting held on 1 November** –

RESOLVED that the following recommendations are authorised:

- **Purchase and arrange installation by SGC of black Glasdon Phoenix recycled material seat at King George V Playing Fields.**
- **Appropriate wood treatment implemented to newly installed fencing and gates at King George V & Badminton Road Playing Fields by Prestige Grounds or Downend Men in Sheds. Colour to match existing.**
- **Grant application received from Brandon Trust in support of costs to take children with learning difficulties to Legoland. This application was declined as it covers the areas of Yate, Thornbury, Little Stoke and Staple Hill.**

Although Finance recommended the removal and installation of new post and rail fencing at Bromley Heath Playing Fields by Prestige Grounds, all for the sum of £2,200 (subject to receipt of Landlords Consent), after discussions,

AGREED to seek a cost for posts only, similar to those installed at Lincombe Barn.

ACTION - Clerk to contact Prestige Grounds for an alternative quotation.

ACTION - Friends of Bromley Heath Playing Fields will be submitted their long term objectives for the park, including a path to enable better access for buggies and the disabled.

Clerk confirmed that quotations are being sought for an electricity supply to be located within the container at Bromley Heath Playing Fields.

Chris Boulton from In Bloom has been in communication about a possible joint venture with the Parish Council in relation to the field at the end of Scantleberry Close. However, since this submission, SGC have re-seeded the meadow and wild flowers have been planted. Fruit trees will be planted on site on 28 November with staff and volunteers from the Conservation Volunteers. Everyone welcome to join in with this project. **Noted.**

The Friends of Badminton Road and King George V Playing Fields have been liaising with Landcare to plant trees at King George V, the present cost of which is estimated at £1500.

AGREED that this work should be invoiced to the Parish Council.

NOTED that a donation covering the cost of the trees will be forthcoming from the Friends Group.

169.10 PLANNING COMMITTEE

The Minutes of the meetings held on 30 October and 13 November had been circulated to members and **noted.** Cllr Biggin attended a site meeting regarding the planning application for 17 Lodge Walk (PK18/3236/F). The inadequate drainage and sewage were brought to light and a soakaway discussed for the parking area.

169.11 WORKING GROUP REPORTS & PROPOSALS

Sports Pitches Working Group (SPWG) – Date of next meeting agreed as 3 December, 7.15pm in Badminton Road Methodist Church (Prayer Room).

Defibrillator Working Group – Clerk has contacted London Hearts who would like to work with the Parish Council to make sure there are plenty of functional public access defibrillators available. A meeting has been arranged to discuss present coverage.

AGREED that Clerk will inform members of the meeting date – all councillors welcome.

Electrio Limited (who installed the defibrillator at Cleeve Wood) have agreed to install the defib at the Badminton Road pavilion at no charge. **Noted.**

ACTION – Cllr Poole and Clerk will liaise on organising training prior to a full Council meeting.

Cllr Burton advised members that in Sheffield the Council have installed fingerpost signs directing the public to locations of the defibrillators in the city. Members acknowledged this should be considered in the future.

Working Practices / Emergency Planning – No report.

Hill House Park – No report.

Bromley Heath Park – Cllr Herniman confirmed that John Lockwood (Downed Men in Sheds) has met with South Gloucestershire Council. The painting of the train, swings etc will now be going ahead.

ACTION - Cllr Herniman and Cllr Ogden will liaise regarding access to the pavilion to ensure the fire extinguishers are replaced.

169.12 REVIEW WORKING GROUP MATTERS AND NEW ISSUES

(i) Councillors to decide if any matters need referring to working groups or objectives need changing – no report.

(ii) Councillors to consider any other matters to be added to working groups or to be monitored by the Clerk – no report.

169.13 SOUTH GLOUCESTERSHIRE COUNCIL - No report.

169.14 OPPORTUNITY FOR COUNCILLORS TO VERBALLY PROPOSE SUGGESTIONS - No report.

169.15 PROPOSAL TO APPROVE TYPE OF LITTER / DOG BINS

Report circulated to members proposing the type of bins to be purchased for all playing field sites managed by the Parish Council and to replace those bins currently emptied by Prestige Grounds. Price already agreed by Council (minutes May 2018 refers). Costs to be absorbed from Community Infrastructure Levy funds. After discussion and a unanimous vote,

RESOLVED to order 14 litter/dog bins for King George V, Badminton Road and Bromley Heath Playing Fields. Bins to be Glasdon Jubilee black bins with plastic liner, keyless lock, gun metal stubber plate, 2 x aperture flaps (door/rear), 2 x blanking plate, 1 x litter legend/personalised graphic, 3 x litter/dog waste graphic and 1 x poster frame kit.

RESOLVED to order 3 recycling units (1 at King George V, 1 at Badminton Road and 1 at Bromley Heath Playing Fields), marked as 'Mixed Recyclables' one side and 'General Waste' on the other side. Bins to have aperture flaps and will be numbered.

ACTION – Clerk to meet with Hayley Brock, SGC, to confirm positioning of bins, delivery instructions and subsequent modifications to Localism charges.

**169.16 CONFIDENTIAL ITEM:
TO DISCUSS AND APPROVE SALARY AWARD FOR THE CLERK TO THE COUNCIL**

RESOLVED that the Clerk to the Council is appointed to spinal column point (SCP) 44 with effect from 1 April 2019.

169.17 CORRESPONDENCE

- Have your say on the potential removal of recycling bags for kerbside collections – consultation open until 25 January 2019.
- Installation of community safety CCTV cameras at MetroBus stops.
- Joint Spatial Plan – additional evidence consultation open until 7 January 2019.

169.18 COUNCILLORS TO RAISE ANY OTHER BUSINESS OR URGENT CONCERNS

CLlr Burton informed Council of a meeting at Bromley Heath Infants School, Wednesday 5th December, 7pm, regarding local traffic issues. Mark King, SGC will be in attendance.

CLlr Biggin notified members of various events:-

- Christmas Carols around the Clock Tower at Page Park on Saturday 15 December, 2pm-3pm supported by the Salvation Army Band
- South Glos Council will be holding a Party in the Park to celebrate the end of the Heritage Lottery Project in June 2019
- Christmas Fair at Lincombe Barn will be held on 17 November 2018

Cllr Poole brought forward a proposal for a Christmas Singalong event on Friday 14 December, 6.30pm-7.30pm, to be held at St Augustines. This could be an annual event and moved around the parish each year. Although the event is being organised quite late in the year, advertising can be achieved via social media. A budget of around £500 will be required for a choir, carol sheets, sound system and lighting. Cllr Poole and other interested members will liaise with the Clerk to take this project forward.

AGREED to support this Christmas event up to £500.

(Meeting closed at 8.40pm).

Chairman

Date