

**DOWNEND AND BROMLEY HEATH PARISH COUNCIL
MINUTES OF FINANCE & GENERAL PURPOSES SUB COMMITTEE**

MEETING HELD AT

Parish Office, Downend Library, Buckingham Gardens, Downend, Bristol BS16 5TW
3 January 2019, 9.30am

Present:

Committee members:- Councillors Janet Biggin, Ben Burton, Sheila Ottewell and Martyn Poole.

Officer:- Angela Hocking

Please Note - All items detailed below are recommendations from the Finance & General Purposes Sub Committee, for authorisation by a meeting of Full Council.

1. Apologies for absence

Cllr James Griffiths was not present.

2. Request for Dispensations

None received.

3. Confirmation of Minutes of Meeting held 29 November 2018

The Minutes were **AGREED** as a true and accurate record, and signed by the Chair.

4. Matters Arising

(4) Special Expenses - Cllr Ottewell received a copy of the reply from South Glos Council and will formulate a response, in view of the overpayments that have been made by the Parish Council.

(7) Brad from Prestige is looking into costs for the hinged posts at Bromley Heath Playing Fields and will implement the necessary work, posts spaced at 1.5m apart.

Noted that service checks are still awaited from SGC.

(7) Quotation awaited from SGC for the installation of the path at Bromley Heath.

(7) Quotation awaited from SGC for installation of the new litter bins, although order has been placed for the litter bins and new seat.

(8) Cleeve Lodge Boundary Wall – As agreed by Council, Thrings have been appointed to act on behalf of Downend & Bromley Heath Parish Council. Correspondence has now been received from them confirming that D&BH PC are responsible for the repair and maintenance of the wall in question.

RESOLVED to further discuss who serves the Party Wall Notice.

5. 2019/20 National Salary Awards

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1 April 2019. Due to the introduction of the national

living wage, the NJC agreement includes the start of a new pay spine and members were shown how the existing spinal column points and scale ranges translate to the new scales.

Clerk to the Council appointed to SCP 44 with effect from 1 April 2019 (Minute 169.16 refers, November 2018), which now translates under the new scales to SCP 38. **Noted.**

AGREED to take the new scales / pay spine back to Full Council for ratification.

6. Additional Funding re. Service 462

Following the recent traffic meeting with residents at Bromley Heath, the Minutes of the meeting state -

'Support for the 462 service which is subsidised by both Downend & Bromley Heath Parish Council and Emersons Green Town Council was voiced. There may be discussions that can be had with the parishes to see if this service can have more journeys'. After consideration,

AGREED to keep this matter under consideration.

7. Localism / Sports Pitches

7.1 VAT - Clerk attended an accounting training day arranged by the Avon Local Councils Association. The event highlighted the need for the Parish Council to seek advice when claiming VAT on major projects, ie, the new pavilions. DCK Accounting Solutions specialise in projects within local government and are endorsed by NALC (National Association of Local Councils). **Noted.**

In addition, Clerk was informed that, as an alternative to issuing invoices to our user groups of the sports pitches several times each year, it is possible to charge for use of the pitches for an entire period at the beginning of the season. By so doing, clubs will be exempt from paying VAT.

AGREED to explore this option with the Internal Auditor, South Glos Council and the Football Association.

7.2 Notices on fencing, King George V – Due to the damage sustained to the new wooden rails at King George V, Prestige Grounds have suggested putting notices on the railings asking people not to stand on the fence.

AGREED to discuss planting with the Friends Group or, if the problem persists, to remove the cross members and install additional posts in between.

Brad, Prestige Grounds, has suggested that the larger pitch on King George V is also made into a 9-a-side pitch to attract additional revenue and to alleviate wear and tear on the current 9-a-side which is heavily used. The pitches could be used alternatively.

AGREED to proceed to have the pitch marked for both 9-a-side and 11-a-side matches.

8. Any Other Business

Email from Chris Boulton, D&BH in Bloom, stating that the group would like to enhance the external appearance of the containers and reduce condensation internally. To enable them to

carry out this work, they need suitable funding, in excess of the In Bloom existing budget. Further details and budget costs awaited.

Noted that the accounts for DBH in Bloom have been requested.

AGREED to submit the usual grant application form to In Bloom to make a formal request to Council.

AGREED that the Clerk contacts SGC to ensure that any requests for additional planters are reverted to the Parish Council for consideration.

Email from the Gloucestershire Playing Fields Association. The GPFA are offering training for playground inspections but also offer advice on playing fields, open space design, management or improvements by becoming a member of the Association. Annual membership is £100.

AGREED that Downend & Bromley Heath Parish Council becomes a member of the GPFA and pays the £100 annual subscription.

South Glos Council have informed D&BH PC that the fence posts at the skate park require attention. Initial investigations show that they may just need to be reset in concrete. Clerk has contacted SGC to obtain a price for the work, which is awaited. **Noted.**

Cllr Biggin reported a burned out car in the Co-op car park. In addition, it appears that the lights on the Christmas tree have failed in the middle, which will require checking by Blachere Illuminations. Cllr Biggin also advised of funding coming to various Community Transport Groups, which will enable Kingswood Community Transport to purchase three additional vans.

Cllr Ottewell will send the Clerk photographs of signage throughout the parish which is not straight and requires attention, which will be passed on to SGC.

Cllr Poole confirmed that £840 was raised at the Christmas Singalong which will go towards the Soup Run / Homeless.

9. Date and time of net F&GP Committee meeting

Friday 8 February 2019, 9.30am in the Parish Office.

Chairman:

Date: