

# STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 13 APRIL 2017

8.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

(Following a Presentation by YPL on Future Plans for the Airfield)

## MINUTES

**Present:** Councillors Andy Alsop (Chair), Andrew Dyer, Brenda Stokes, John Blight, Alan Jewell, Gina Hasler and Brian Hopkinson.

**Minute      Agenda Item**

**1/11    Welcome and Apologies for absence**

Chair welcomed everyone to the meeting.

Clr John Bowyer and Clr Tracey Harrison-Ashe sent their apologies.

**2/11    Declarations of Interest.**

None

**3/11    Public Speaking Session**

There were three members of the public present.

**4/11    Minutes of the meeting held on 9 March 2017 and Outstanding Items**

The Chair ran through outstanding items from the last meeting:

- Councillor John Blight requested report of costs of running the Pavilion. The temporary clerk will discuss with Melanie Reilly who will be returning to post at the end of April 2017.
- Planned works and Auditor's Report will be addressed by The Chair later in the meeting.
- Maisemore property has been sold and we will maintain surveillance with regard to drainage.
- The new dog poo bins have been installed at The Common, along with poles and signage.

Councillor Alan Jewell proposed that these be agreed and Councillor Brenda Stokes seconded; and upon being put to the vote it was unanimously **resolved** to:

**approve the minutes as a true and accurate record of the meeting.**

**5/11    Planned Works to The Pavilion for 2017**

- Roller shutters at the front of the Pavilion have been serviced and they are operating a little easier but for Health & Safety reasons they need to be motorised.

Two quotes: £2650 and £3321.

It was suggested by Cllr Hopkinson that we should take a look at the motorised shutters installed on the Jubilee Centre for comparison and bring to next meeting.

- The guttering is falling off and causing damp problems all around the building. Only one quote from T Butcher for the guttering and fascia boards and another quote from a company who would only repair/replace the guttering and not the fascia, PJ Roofing and Guttering. A Dalby Roofing (who has done other work for us) has not given us a quotation.

We must obtain/keep three requests for quotations to show (South Glos) we have approached three firms; we have only received one quotation. This is a job that is essential; after viewing T Butcher's quote for £3000 to do the fascia, soffit and guttering and following discussion, Councilor B Hopkinson proposed and Councilor John Blight seconded; and upon being put to the vote it was unanimously **resolved** to: ask T Butcher to commence work.

- The Pavilion kitchen upgrading: The Chair suggested purchasing a few extra wall cabinets and fitting ourselves.
- Re fenced Patio area that could be used by Children's Clubs. T Butcher gave a quote for £1500 (reuse good slabs) with edging. S & D Bamfield Services did not bother to quote.

Councilor Brenda Stokes proposed and Councilor B Hopkinson seconded; and upon being put to the vote it was unanimously **resolved** to: ask T Butcher to commence work on the Patio.

- Bus Shelter's Real Time Information. We own the bus stops therefore we would need to purchase them at a possible cost of £7500 per bus stop (it may cost less). Once installed, South Glos would maintain and repair. Perhaps we could look in to getting them sponsored by an advertiser. We need best value for money.
- A parishioner had requested the possibility of some large rocks and double yellow lines to prevent vehicle shortcuts and all day parking at the far end of The Common Road adjacent to Bradley Stoke Doctors' Surgery. We will invite the Highways Officer to review this.

### **6/11 Auditor's Report**

We were classed above satisfactory; this was pre-Quickbooks and now at a reliable standard.

### **7/11 Finance**

Payments over £500:

Projector and Screen for Pavilion £677.80

Grant Thornton 2016 Annual Return £570.00

Now we have Quick Books, perhaps we could have a 5-year plan? Parish Clerk to consider once report on Pavilion costs has been produced.

The second bank account is in the process of being opened; need to supply names to Lloyds.

### **8/11 Planning**

18 Fairford Crescent – rear extension replacement – no objection.

### **9/11 Parish Clerk's Report**

Preparations are in-hand for end of year audit.

We are expecting a payment of £891.50 under the Community Infrastructure Levy.

Preparations are also in-hand to claim back VAT.

### **10/11 Date of Future Meetings**

No amendments

Be aware of Bank Holidays when arranging future meetings.

11/11 Any items the Chair considers urgent

- Charges for football pitch and discrepancy of games being played. They will be invoiced monthly rather than quarterly.
- We have been approached by an adult football club to reinstate the showers/dressing rooms by Patchway North End. Perhaps we could seek planning permission for a new building and then go for funding to have state of the art showers. Could also consider portacabin for dressing room and showers.
- Green shelter in the playground is an on-going issue and we have been asked to get rid. Wheatpatch staff were verbally abused by local youths last week whilst running their holiday club. Youths climbing on roof very dangerous. Look at cost of removal of green shelter and skate-park. Perhaps try and get involvement of the Youth worker, employed by Bradley Stoke to encourage youths to join in.
- Approached by Little Stoke and Stoke Gifford against Hatchet Lane metrobus; would we support. Not enough information known.
- Notified of proposed closure to Gypsy Patch Lane during weekends in April and May in connection with groundwork concerning Metrobus so increased traffic on Stoke Lane.

### **Any Other Business**

A resident has been in contact about our website – this will be updated once the Parish Clerk returns from maternity leave.

I confirm that the minutes are a correct record of the meeting.

Signed:

Date: