

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 14 SEPTEMBER 2017

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

MINUTES

Present: Councillors Andrew Alsop (Chair), John Bowyer, Brenda Stokes, Alan Jewell and John Blight.

Minute Agenda Item

1/12 Welcome and Apologies for absence

Chair welcomed everyone to the meeting.

Councillors T Harrison-Ashe, B Hopkinson and G Hasler sent their apologies.

Councillor A Dyer was not present.

2/12 Declarations of Interest

None

3/12 Public Speaking Session

R Strong

- Signage for Stoke Lodge and The Common still needs to be done. Chair advised that there has been quite a lot of sickness across Parish Council and due to summer holidays there has been a delay. Councillor B Hopkinson is looking to action this as soon as possible.
- Parish Council have contracted a professional web designer to establish our new website. The domain name has now legally been set up.
- Delay in newsletter due to the same above reasons.
- Shellmor Avenue surface is on high priority for re-surfacing. Due to drains and flooding issues this has been put on hold. South Gloucestershire Council looking at diverting drains into main channel in middle of road. Drainage work needs to be completed before resurfacing occurs to avoid time and cost waste.
- Residents noticing potholes should go and report these to One Stop Shop on Rodway Road.
- Idea of local fair/event for all residents – in 2015 this idea was mooted but was met with opposition from many residents who live in locality of The Common. Chair advised that we can put this forward as an idea for next year.

B Casson

- Street light on The Common has been out for some time – Chair advised he would action this tomorrow.
- Asked about progress on finding out about ownership of The Common. Local resident advised that they thought this was owned by The People of The Common and was paid for by peppercorn rent. Clerk is investigating this issue further.

4/12 PCSO Update

PCSO's Mark Truman and Daniel Cowley attended the meeting.

Car crime is prevalent – vehicles being broken into and tools being stolen. Also bicycle theft. Motorcycle theft seems to be occurring more in neighbouring areas. Very little bin fires. Very little ASB activity.

Serious inquisitive crime – obtaining things by deception. Usually peaks in summer due to windows etc being left open. Petrol station drive-offs seem to be occurring but not necessarily by local residents. Biggest trending crimes are cigarette/tobacco thefts from shops and supermarkets.

Travellers presence in area due to large numbers moving through from South West - Parish Council have secured the land around The Common to stop it being occupied. Parish Council thank local residents for their help with this matter.

This time of year sees more motorbikes/mopeds coming through passage way at the end of The Common. Parish Council in talks with South Glos Council about remedies for this. PCSO's are aware of this issue and will be doing more patrols late at night to try and deal with this. PCSO's are also issuing Section 59 orders (Anti-social behavior with a vehicle) this gives the Police the power to take possession of their vehicles.

PCSO's are covering wider area now even into Bristol. Residents therefore play an important role in community safety and providing intelligence to the Police. Best thing would be for certain streets to have a 'Cocoon Watch' – this is specific to a small collection of street/s where you would have monthly meetings about local issues.

Any updates can go onto our new website – we will seek information from PCSO's for this.

Gas canisters have been found in few key areas including Stoke Lodge and The Common. PCSO's advised that it is very hard to get a conviction on these. Due to resources the Police and PCSO's are not able to deal with every incident that occurs but they are more than aware of the issue.

Councillor B Stokes proposed the idea of holding a local Coffee morning for residents to meet and talk with PCSO's. This can sometimes be difficult due to shift patterns and other demands. Wednesday 10-11am Coffee with the Cops is held at Brooks Café, Patchway – proposing that local Fire Brigade will also attend.

Residents discovering graffiti in the area can call the South Gloucestershire Council helpline and they will remove within specific timescales.

5/12 Minutes of Meeting held on 13 July 2017

No amendments to minutes.

Councillor B Stokes proposed and Councillor J Bowyer seconded; and upon being put to a vote it was unanimously **resolved** to:

Approve the minutes as a true and accurate record of the meeting.

6/12 The Pavilion

- **Arrangement for opening for party hire** – Chair mentioned to Caretaker taking on additional duties such as opening up for hirers. Chair will catch up with him when he returns from annual leave.
- **Playground Inspection** - looking into employing Safety Officer to deal with these issues. Clerk to start investigating how we could employ someone to do this.
- **Renewal of energy supply** – Energy contract expires on 24th September – Chair and Councillor J Blight have done a lot of work looking at comparable prices with other energy suppliers. British Gas have offered a 2 year contract at a reasonable price. Councillor A Jewell proposed and Councillor J Blight seconded; and upon being put to a vote it was unanimously **resolved** to:

Approve entering into a 2 year contract with British Gas for gas and electric supply.

- **Acoustics** - Chair to approach professional company to quote for this work to improve acoustics in the building.

7/12 Parish Council Finance Update

- Invoice from South Glos Council for Clerk services was presented to all Councillors for £1863.62

Councillor A Alsop proposed and Councillor B Stokes seconded; and upon being put to a vote it was unanimously **resolved** to:

Approve payment of this invoice.

- All Councillors were provided with Bank Statements for the previous month.

Councillor J Bowyer proposed and Councillor A Jewell seconded; and upon being put to a vote it was unanimously **resolved** to:

Approve the bank statements for the previous month.

- All Councillors were provided with a bank reconciliation for the previous month

Councillor A Jewell proposed and Councillor J Blight seconded; and upon being put to a vote it was unanimously **resolved** to:

Approve the Bank Reconciliation.

8/12 Parish Clerks report

None

9/12 Planning Applications

- PT17/4017/F 1 The Sherrings – Chair and Vice-Chair to go and look at property and provide comments

10/12 Consultation on Parish Council priorities

Clerk asked Parish Council whether they would like her to go ahead with preparing a consultation plan to gain feedback and understanding from local residents on what their priorities are for the Parish. This can then inform a 5/10 year plan and budgets for the next few years.

Councillors agreed this would be useful and so Clerk will bring to next meeting.

11/12 Date of Future Meetings

No amendments

12/12 Any Items the Chair considers urgent

- **Almondsbury Joint Burial Committee** - ask Bradley Stoke how they manage this as they are part of Almondsbury.
- **Bus Shelters** – feedback regarding the refurbishment from residents was positive – to go on next agenda. Clerk to provide end of year budget position for next meeting so that Councillors have better understanding of position.
- **Local Boundary Consultation** – Chair is taking this matter forward
- **Contingency Planning for Chair leave** – Chair will be missing for December, January, February. Vice-Chair will be briefed beforehand and handover will be done.
- **Brownie Group** – this is now up and running.
- **Preschool group** – this will start from 25/9/17 and so agreement will be drawn up.
- **Football Pitch** – Parish Council have purchased white line marker and paint to mark pitches. Chair advised that lawnmower may need to be purchased in future.
- **Hot water in The Pavilion** – Building is losing temperature through the pipes. Need a contractor to lag the pipes – Chair to take this forward.
- **Kitchen equipment** - this has been purchased and will now come under our PAT testing. Electric oven will now be purchased.
- **Maisemore Avenue** – Parish Council will monitor planning applications from this property.

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

Signed:

Date: