

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 15 JUNE 2017

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

MINUTES

Present: Councillors Andy Alsop (Chair), John Bowyer, Andrew Dyer, Brenda Stokes, Gina Hasler, Tracey Harrison-Ashe and Alan Jewell (part).

Minute Agenda Item

1/9 Welcome and Apologies for absence

Chair welcomed everyone to the meeting.

Councillor J Blight sent his apologies.

Councillor B Hopkinson was not present.

2/9 Declarations of Interest

None

3/9 Public Speaking Session

R Strong

- Requested that Public Speaking should go on agenda. Chair advised that it is on the agenda at every other meeting, however if a member of public attends a meeting the Chair endeavours to give them the opportunity to speak.
- Would like an update on signage for the area – Chair advised that issues with SGC are taking a bit longer at the moment. Parish Council will be putting 3 signs up in area just negotiating with SGC and finalizing design.
- Real Time Display Bus Shelters should be funded partly by Metro Mayor. **ACTION:** Write to Metro Mayor with business case/proposal to part fund these bus shelters. Chair advised we own bus shelters for the area and costs for RTI came in at £29500. This is a lot of money and Full Council need to decide if we proceed with this or do we downgrade and go for other options. Looking for local community feedback re proceeding with these works – this will be done via newsletter.
- Over 50's Forum – no one can reach Concorde Medical Centre because of ceasing of X49 bus service. This was previously subsidized by South Glos Council which is why this has gone. Councillor Brenda Stokes advised that a number of pensioners use Four Towns Transport which is a really good service. **ACTION:** Add details of Four Towns Transport to next newsletter.

4/9 Minutes of Meeting held on 11 May 2017

Amendment needed so that Councillor T Harrison-Ashe was marked as present.

Newsletter – 80% complete – photos and names of Councillors will be in there.

Parish Council will be approaching Streetcare re damage to kerbstones by builders

Other bank account – all forms done and waiting to hear from Lloyds. Will give protection up to £150,000.

Hirer Lettings Agreement – has approached Hoole & Co who have not responded to repeated requests to quote for work. Clerk to look for another solicitor.

Purchased new controller for gas central heating – will get British Gas to fit this when next serviced.

Councillor T Harrison-Ashe proposed and Councillor B Stokes 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.

5/9 Planned Works to The Pavilion and the Parish for calendar year 2017

Chair is planning to re-do splashguards to kitchen area next week

Guttering and PVC Fascia Boards at The Pavilion to be done

Will be making plans for playground area after summer break.

Patio stickers are going to be put up on all patio doors for health and safety reasons.

6/9 Parish Council Finance Update

- Invoice from HAG for roller shutter doors was presented to all Councillors for £3985.20. Councillor T Harrison-Ashe proposed and Councillor G Hasler 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 A Dyer proposed and Councillor J Bowyer 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 – this was signed by Chair

Parish Clerks report

Extraordinary meeting needed to approve accounts by 30th June 2017 to go to Grant Thornton.

Internal Audit – mostly done but will need to concentrate on H&S and Risk Management going forward – **ACTION:** Invite Fire Brigade to come and do fire risk assessment on The Pavilion.

Caretaker will be away from 3-14th July – cleaning duties will be carried out by Chair.

8/9 Date of Future Meetings

No Changes

9/9 Any Other Business

ACTION: Councillor T Harrison-Ashe asked about condition of pavements around Shellmor area. Parish Council to find out when these will be done or how we get funding to do these.

Parish Council received correspondence from local resident about goal post holes needing to be covered. Chair will do this.

Councillor A Jewell advised that there had been a problem of local residents burning plastics in the area which is illegal. **ACTION:** Clerk to write official letter to resident re burning of plastics and advising that plastics can be recycled weekly. Also letter to Fire Brigade and Environmental Health ccing residents in.

Bungalow on corner of Shellmor Avenue – Parish Clerk to do Land Registry search and then write letter re rubbish and condition.

Sports event held this week by school – traffic was chaos. Councillor A Jewell to take to school committee so that they let Council know when events are on. **ACTION:** Clerk to write letter to all schools in area when events are on can we be told and we can put something in newsletter/noticeboards.

Tennis courts near Dr's surgery are to be removed – concern that another alleyway will be made if this goes ahead. Council will support Councillor Brian Hopkinson with challenging this. **ACTION:** Clerk to reply to Councillor Brian Hopkinson saying we fully support him and to keep us informed of any meetings.

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

Signed:

Date: