

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 11 OCTOBER 2018

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

MINUTES

Present: Councillors Andrew Alsop, Brian Hopkinson, Alan Jewell, Tracey Harrison-Ashe, John Bowyer, Andrew Dyer and John Blight.

Minute Agenda Item

1/11 Welcome and Apologies for absence

Chair welcomed everyone to the meeting.

Councillor G Hasler and B Stokes sent their apologies.

2/11 Declarations of Interest

None

3/11 Public Speaking Session

(7 local residents attended the public speaking session.)

- Local residents expressed concerns about the dog waste bin located in area of grass on Bourton Avenue – they requested that they wanted it moved to a less conspicuous area possibly the corner of Stoke Lane and Bourton Avenue. Chair Andy Alsop will be meeting with Gary Meddick at 1.30pm on Thursday 18th to look at options for moving the bin. He advised that the spike at the base of the bin is so long that careful consideration needs to be given to where it goes into the ground. Chair has spoken with refuse operator who has advised that dog bin is regularly used and so feels that it is still needed in the area. Chair advised that he was reluctant to remove the dog bin as the waste will be disposed of in hedges etc if it isn't there.
- Chair also advised that he will ask if the area can be designated as a dog free zone as residents fed back that there are lots of children who would like to use the area and there are lots of schools around there and children would be walking along that route. Residents advised that it is people from out of the area that use the bin and that they would prefer that the bin is removed as they feel that re-siting the bin will not solve the problem.
- Councillor B Hopkinson spoke and advised that he had experienced the same problems within Bradley Stoke area. He advised that they put out a notice to all residents on their website to advise that dog waste can be put into the household black bins as well.
- South Gloucestershire Councillor Sarah Pomfrett advised that Willowbrook Centre still has an ongoing planning application in place to have a drive-thru McDonalds and possibly a Starbucks. Planning application is still ongoing and residents can go on Planning Portal if they would like to make comments.
- Chair advised that Parish Council have agreed purchase of new bus shelter on Stoke Lane.

- Local resident asked about a hand-held speed camera on Stoke Lane. PC Steve Bird will be taking this back and fixing this as it is currently broken. If we are unable to fix then Parish Council will purchase a new one.
- Chair advised that Parish Council will have vacancies in May 2019 and are trying to gather interest from local residents. He encouraged people to get in touch if they are interested.

4/11 Minutes of meeting held on 12 September 2018

- Chair updated that drainage issues continue to be monitored.
- Tree works in Sandhurst Close and Shellmor Avenue are needed as this is affecting pavements and residents properties. This is ongoing.
- Wheatpatch Club will invoice the Parish Council for hi-vis jackets for the children and we will reimburse. This was previously agreed.
- Chair will be applying anti-graffiti paint in the next few days.
- Chair met with South Glos Council regarding condition of pavements in the parish– South Glos Council advised that the pavements in Chelford Grove meet the acceptable standards. South Glos Council however will do small area where a resident recently fell. Chair has asked for prices to carry out works to the pavements so that Parish Council can make a decision on works they will carry out.
- There has been no update on Joint Burial Committee
- Work on the newsletter is ongoing.
- Local Scout Group said thank you to Parish Council for allowing them to do the Christmas Float.

Councillor T Harrison-Ashe proposed and Councillor A Jewell seconded; and upon being put to a vote it was unanimously **resolved** to:

Approve the minutes as an accurate record of the meetings.

5/11 The Pavilion and The Common works

- Works to Rear Fence – Chair has received a quote from South Glos Council approved contractor – K T Properties Limited – they have quoted £5180.40. Chair has approached other contractors for other quotes but many companies have not provided a quote. Councillor Brian Hopkinson advised he knows of another contractor and so will provide name of another supplier to Parish Council.
- Kitchen Refurbishment – this will be carried forward
- Play Area – this will be carried forward. Chair has ordered a number of spares for the equipment. He has also purchased anti-climb paint which he apply.

6/11 Sandhurst trees have lifted pavements right up. They have got into drains which will then cause an issue. Residents who live there want the trees gone. If a tree is removed then it will be replaced somewhere else in the Parish. Awaiting reply from South Glos on this.

7/11 Parish Clerks report

- ID badges were shown to all Councillors and all agreed that they would like to go ahead with these. Parish Clerk will order.
- Parish Clerk is going to submit form to NALC for legal advice regarding vexatious complainants. To date Parish Council have had no response or support from ICO despite asking on a number of occasions.
- GDPR – associated policies need to be approved. This will be carried forward to November.
- Parish Clerk to ask ALCA for details of any IFA that they use to advise Parish Councils on extra bank account and best use of savings accounts. Councillors to provide any names to Parish Clerk that they know of.
- Parish Clerk updated that the report from external auditors has been received. They advised that they cannot issue the certificate until the issue of the accounting discrepancy is resolved however they were satisfied with all other areas. Parish Clerk will approach Dunkleys Accountants in Bradley Stoke and report back to Council.
- There has been a Change to the planning system – Parish Clerk to email to all Councillors. Designed

8/11 Parish Council Finance Update

South Gloucestershire Council invoice for Localism charges (grass cutting and dog waste bins) for Quarter 2 for £1796.62

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

Approve the above invoice.

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

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

Approve bank statements for the month.

- All Councillors were provided with a Bank Reconciliation for the previous month

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

Approve the Bank Reconciliation for the month.

- All Councillors were provided with a Profit and Loss account for Quarter 2.

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

Approve the Profit and Loss account for Quarter 2.

B Hopkinson updated that we have managed to reduce the precept for residents and Council is still operating well.

9/11 Dates of future meetings

No amendments

10/11 Any items the Chair considers urgent

- Parish Clerk to ensure that minutes on website should be updated and we could add a comments box to the website so that people can leave suggestions.
- Joint Burial Committee – B Hopkinson advised that there has been no progress with this. He advised that residents living in the Parish Council area should be covered by this. B Hopkinson suggested that Parish Council take legal advice on how we can take this forward. J Blight said that we need an idea of total costs involved in these kind of proceedings before any decision is made.
- Issue raised in regards to trees by Stoke Lodge primary school. Chair will investigate ownership of the trees and see what action can be taken.
- Chair will ask Gary Meddick about issue with trees in Sandhurst Close.
- Issue with glass in area on the edge of The Avenue.
- Acoustics – B Hopkinson suggested that we could install fabric boards to walls of The Pavilion to try and deal with the issue. B Hopkinson will investigate this further.

11/11 Confidential Item

This item has been removed from the minutes in line with the Parish Councils Model Publication Scheme.

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

Signed:

Date: