

# STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 12 JULY 2018

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

## MINUTES

**Present:** Councillors Andrew Alsop, Brenda Stokes, Andrew Dyer, Alan Jewell, Tracey Harrison-Ashe, John Bowyer, John Blight and Brian Hopkinson (part).

**Minute      Agenda Item**  
**1/9      Welcome and Apologies for absence**

Chair welcomed everyone to the meeting.

Councillor G Hasler sent her apologies.

**2/9      Declarations of Interest**

None

**3/9      Public Speaking Session**

Local resident attended and was asking about progress with determining ownership of The Common playing fields. Chair advised that they had recently attended a meeting with South Gloucestershire Council about this issue. South Gloucestershire Council advised that the land was acquired by Thornbury Rural District Council in 1950 from a resident of Woodland Grange called D Smith, and Parish Council were shown bill of sale with Solicitors seal. Local resident has questioned these dates of acquisition and has requested to see a copy of the documentation which the Chair advised could be arranged. Local resident advised that there is a relation of someone who owned mineral rights in the area who has documentation that states that it belongs to The Avenue and The Common residents. Chair asked for local resident to provide this documentation to Parish Council and we can take forward.

**4/9      Minutes of meeting held on 14 June 2018 and Minutes of meeting held on 29 June 2018**

5/11 Fencing at back by waste bin has been vandalized and is falling down. Parish Council will be looking for prices to replace and repair these and give more fencing around the boundary. Parish Council will also explore provision of new doors on the garage and/or the provision of external storage unit to be put in.

7/11 Extra items have been added to the Insurance Policy and confirmed with Zurich.

Football posts have been sourced from South Gloucestershire Council.

The options for a 3<sup>rd</sup> Bank account will be carried forward September agenda.

10/11 Petition received for removal of dog bin on Bourton Avenue. 25 signatures received on the

petition to remove the bin. Parish Council would like full survey of all residents opinion. Councillors feel the best way to do this is for Councillors to do 'door-knocking' in the area. Councillor A Dyer volunteered to do this.

There has been no feedback from Joint Burial Committee.

Tree surgeon work will be carried out in next few weeks. The issue with tree in Sandhurst Close that is affecting surface water drainage. Parish Council believe that the tree has a TPO but a case could be put forward to remove the tree – Parish Council to raise this with Marcus Gill.

South Gloucestershire Council will be investigating the potential issue of drainage on The Common.

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

Approve both sets of minutes as an accurate record of the meetings.

## **5/9 Parish Council Finance Update**

South Glos Council Invoice for Localism charges in Quarter 1 for £1796.62

Councillor T Harrison-Ashe proposed and Councillor B Hopkinson 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.

Councillors discussed that the BT bill seems high. Chair will investigate this and pursue options for the internet being provided in The Pavilion.

Councillor B Stokes proposed and Councillor J Blight 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 T Harrison-Ashe proposed and Councillor B Hopkinson 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 Q1

Councillor B Stokes proposed and Councillor A Dyer seconded; and upon being put to a vote it was

unanimously **resolved** to:

Approve the Q1 Profit and Loss report.

**6/9 Parish Clerks report**

- Parish Clerk advised that we have been sent Election Costs for May 2019 which will total £2068.08.
- Parish Clerk advised that we need to report expenditure on upgrades and improvements to community facilities as part of reporting for Community Infrastructure Levy. Clerk advised she will detail and send back.
- Parish Clerk prepared letter to MP Jack Lopresti regarding changing postcode detail within the Parish. All Councillors approved and signed the letter. Parish Clerk will send by email and post.
- Parish Clerk advised that audit work has now been completed and sent to PK Littelejohn within deadline. Parish Clerk advised that we will await feedback from them which should be September.

**7/9 Dates of future meetings**

No amendments to published timetable

**8/9 Any items the Chair considers urgent**

Letter to Chris Cox (South Gloucestershire Council) re Deeds of Variation for The Common playing field. All Councillors have seen a copy of this letter and are happy for this to be sent by Parish Clerk.

Parish Clerk to request confirmation of Steve Evans (South Gloucestershire Council) meeting that was attended by Councillors A Alsop, B Stokes and J Blight.

**9/9 Confidential Items**

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: