

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 14 JUNE 2018

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

MINUTES

Present: Councillors Andrew Alsop, Brian Hopkinson, Brenda Stokes, Andrew Dyer, Alan Jewell and John Blight.

Minute Agenda Item

1/11 Welcome and Apologies for absence

Chair welcomed everyone to the meeting.

Councillor T Harrison-Ashe, G Hasler and J Bowyer sent her apologies.

2/11 Declarations of acceptance of office

None

3/11 Public Speaking Session

No members of the public attended.

4/11 Minutes of meeting held on 10 May 2018

10/12 Correspondence – Councillors would like Clerk to contact Stoke Gifford and Little Stoke Town Council to advise them of the meeting being held between ourselves and South Gloucestershire Council in regards to Gypsy Patch Lane closure. Parish Council feel we should be working together for a solution on this and would like to get their input.

11/12 Planning applications – Local resident expressed their thanks with regards to Parish Council on recent planning application that may have caused issues for local residents.

12/12 AOB – Chair continues to seek quotes for Wifi at The Pavilion. Metrobus starts in January 2019 and so may see a reduction in bus services in the Parish. Parish Council will keep asking for updates. Parish Council still considering purchase of sound system. Parish Council have been advised that road works are about to start in Dyrham Parade.

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

Approve the minutes as an accurate record of the meeting.

5/11 The Common

Chair is awaiting quote for work to be done to garage and fencing.

6/11 Parish Council Finance Update

- All Councillors were provided with 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 statements and bank reconciliation for the previous month.

7/11 Parish Clerks report

Audit

- Internal Audit is still ongoing – a number of extra documents needed to be submitted
- External audit has extension until 25 June and so an extraordinary meeting will need to be held in the next few weeks

ID badges

- Have received quote from Sprint Print for ID badges with photo and printed information. Cost is £5.95 + VAT including a lanyard

Insurance Arrangements

- Spoke to Zurich and they have added the extra items as discussed at last meeting to the policy schedule at no extra cost.

Quote for Football posts

- Spoke to Doug Hillard who Bradley Stoke Town Council use and I contacted them twice but I never received a quote.

GDPR

- Sent action plan to all Councillors 2 weeks ago to show what work has been completed on this already. Work is ongoing and Clerk will provide an update at next meeting.

3rd Bank Account

- Sent list to all Councillors 2 weeks ago – Clerk will proceed with application when Council has made a decision

8/11 Planning Applications

- PT18/2506/F 11 Bourton Avenue – no comments
- PT18/2385/PNH 16 Sandhurst Close – no comments

9/11 Dates of future meetings

No amendments to published timetable

10/11 Any items the Chair considers urgent

Chair will make comments on the portal for Traveller sites consultation

Residents have requested the removal of a dog waste bin on Bourton Avenue via a petition to the Chair. Chair will be checking with South Glos Council on a few issues before he goes back to residents.

Joint Burial Committee is an ongoing issue.

Chair will be meeting with a Tree Surgeon and will be planning some works on Shellmor Avenue, Sandhurst Close and A38.

It has been brought to Parish Council attention that there could be an issue with water drainage at the end of The Common. Chair will investigate.

11/11 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: