

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 8 NOVEMBER 2018

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

MINUTES

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

Minute Agenda Item

1/13 Welcome and Apologies for absence

Chair welcomed everyone to the meeting.

Councillor G Hasler and T Harrison-Ashe sent their apologies.

2/13 Declarations of Interest

None

3/13 Public Speaking Session

(14 Members of the Public attended the meeting)

One resident asked why the dog waste bin was removed without any notice given to any of the residents. She felt that residents should have been consulted and a poster should have been put up to advise of this.

Most litter bins are dual use now and so there isn't such a need for dog waste bins anymore. South Glos Council website advises that dog waste can now be put into the household black waste bins. Chair showed residents the website with information about this. Chair advised that the waste from dog bins goes to the same place as household waste to be incinerated.

Parish Council were sent a petition with 26 households on it to remove the dog waste bin. Some residents felt that this was not representative of all the residents of the area.

There was disagreement amongst residents who were present about whether or not children used the green area in Bourton Avenue.

One resident suggested that a dog waste bin be attached to the lamppost in the walkway between Bourton Avenue and Saxon Way. This is not outside anyone's property or line of sight.

Some residents asked about it being designated as a dog-free zone on the green as there was an issue of having to view dogs using the area to defecate and also residue which is inevitably left which may cause a risk to others.

One resident asked if a bin would be installed if the area was designated as a play area.

Chair suggested that we do a leaflet referendum asking people - do we or do we not want a dog bin and preferred location of the bin if there was one.

Meeting was advised that dual bins will be better as its cheaper to have these and obviously it can recycle both types of waste.

Chair advised we will do a survey and collect the results and re-convene in January 2019 meeting to discuss the results and what we will do from this.

4/13 Presentation by Tony Friend regards to IT equipment

Mr Friend presented prices and specifications for laptops and required software for all Councillors to have. Parish Council is exploring this idea to excel in Data Protection compliance.

Mr Friend advised that the overall cost would be in the region of £3439.98 for 9 laptops, bags and software.

Councillor J Blight expressed concern about this proposed and whether this will actually be useful for Councillors and worth the cost.

5/13 Minutes of meeting held on 11 October 2018

Amendments – change to South Glos Council S Pomfrett

There has been no feedback from the Police re speed camera – Chair will take forward with a different person within the Police and cc Councillor B Hopkinson in to any emails.

Parish Clerk to action adding comments box to be added to website

Trees are a huge problem within the Parish and this needs to be accurately considered in budget. Councillor J Blight suggested that there ought to be a limit on how long trees have a healthy life for without causing issues to surrounding environment.

Parish Council will invite tree department to next meeting.

Clerk to resend email to Chris Cox, South Glos Council regarding the variation of the lease. Clerk to copy Councillor Brian Hopkinson and Toby Savage, leader South Glos Council into email.

Councillor A Jewell 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 meetings.

6/13 GDPR policies

Parish Clerk to resend policies again to all Councillors for consideration and ask for comments and questions by email. Due to length of policies:

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

Approve the policies relating to GDPR via email

7/13 Dealing with requests for information

Parish Clerk circulated a policy to all Councillors regarding Vexatious Complaints received by the Parish Council. This is a model policy from ALCA that many other Parish Councils have adopted. ALCA policy given to all Councillors.

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

Adopt the Vexatious Complaints policy

8/13 Parish Clerks report

- Parish Clerk have contacted Dunkleys regarding the work needed to complete the external audit. They have advised that this should be straightforward and will cost in the region of £200 + VAT Dunkleys. Councillors agreed that the Parish Clerk could go ahead and instruct Dunkleys.
- Parish Clerk sought advice from ALCA on how to deal with requests for information from residents. ALCA advised that if Parish Councils have very informative and up to date websites this should minimise the need for residents to request information. Parish Clerk to consider websites of Little Stoke and Olveston Councils and take good tips from these for our Parish Council website.

9/13 Planning Applications

- PT18/4906/F – Parish Council would like to explore issue of bins and parking in more detail. Chair A Alsop and Councillor J Bowyer will visit the site and then make comments on planning portal.
- PT18/4742/F – Parish Council have no comments on this application

10/13 Parish Council Finance Update

- All Councillors were provided with Bank Statements for the previous month for all accounts. Parish Clerk needs to send around bank statements from 8/10 rather than 12/10 to capture all transactions and so that they reconcile with previous month. It will be emailed around and then can be approved on email.

11/13 Dates of future meetings

Next Parish Council meeting will be rearranged to Tuesday 4th December at 7pm.

12/13 Any items the Chair considers urgent

- Acoustics issue – A company named Resonics have been contacted after web search by a Councillor. Proposed design involves roof panels suspended from ceiling. Quote for works is circa £3660
- Fencing at The Pavilion – works are required to repair and extend fence at the back of The Pavilion and remove concrete garage. Quote for works is £6920. Council can also then source a 20ft shipping container to be used as storage for approx. £1500. Chair is still trying to source 2 other quotes before works progress.

13/13 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: