

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 10TH OCTOBER 2019

7.00PM AT THE PAVILION, THE COMMON, STOKE LODGE

(APPROVED) MINUTES

Present: Councillors Andrew Alsop, John Bowyer, Andrew Dyer, John Blight, Jon Butler, Bryan Hopkins, Rebecca Strong, Tracey Harrison-Ashe and Brenda Stokes.

Minute **Agenda Item**
1/10/19 **Welcome and Apologies for absence**

Cllr Andrew Alsop welcomed everyone to the meeting.

Apologies received from Cllr Franklin Owusu-Antwi and Cllr Sarah Pomfret.

2/10/19 **Declarations of Interests/Dispensations**

None.

3/10/19 **Public Speaking Session**

There were two representatives from the Amberley Road Baptist Church in attendance in support of a grant application request that had been submitted to the Parish Council for consideration relating to their on-site Café. The Café itself provides a safe space for people of all ages with affordable prices. The provision has been popular with Parents and Toddlers and has not been affected by the newly opened café within the Little Stoke Community Hall.

Cllr Andrew Alsop advised no budget had been set for grant funding at the present time and that it would be unlikely salaries would be funding as part of any future grant requests received by the Council. Cllr Rebecca Strong stated that she had observed on many occasions that the café was a hub for many local women in the community. The Council appreciated the good that had clearly come out of this effective local community provision and would welcome an appropriate grant funding request to reconsider at the next meeting which did not include the funding of salaries.

4/10/19 Minutes of Meeting on Thursday, 12th September 2019

Councillor Brenda Stokes proposed, and Councillor John Bowyer, seconded; and upon being put to a vote it was unanimously **resolved** to approve the minutes as an accurate record.

Updates

Following clarification about the current billing for the BT Account, the Clerk was requested to try and re negotiate the contract currently priced at £78.50+VAT which expires in August 2020. It was noted there had been a few increasing implemented by BT since the contract had been renewed by the Council later in 2019. **Action – Clerk**

The Clerk confirmed he had now written to TV Licensing stating there were no requirements for licence for The Pavilion at this time following numerous communications about potential fines for watching the television on site without the necessary documentation.

It was noted that a presentation had taken place to reveal the newly installed memorial plaque on the park bench for Shirley prior to this meeting which had been attended by both family members and Councillors.

It was noted the new Bus Shelter would not be installed until the proposed traffic calming measures had been implemented on Stoke Lane. A few concerns were expressed that local SGC Members had been given further details about the proposed plans which had not been shared with Parish Councillors. It was agreed that the Clerk would write to the Leader of South Gloucestershire Council expressing concerns about this process. It was also noted that the two local South Gloucestershire Members had not attended meeting of the Parish Council. Cllr Tracey Harrison-Ashe felt the traffic calming improvements should include a traffic light push button on the Amberley crossing and other areas.

5/10/19 Parish Council Finance Updates

The new financial software training will take place prior to the next meeting. The accounts will be backdated to the 1st April 2019 on the new system and reconciliations will be provided to Council for consideration and approval for the period April to October 2019 at the November 2019 meeting.

Action – Cllr Andrew Alsop and Clerk

The new Lloyds Mandates was completed during the meeting and the new signatories will be established shortly.

The newly created Parish Council Grant Funding Form and Supporting Guidance was approved for implementation unanimously by Council.

6/10/19 Planning Applications

There were no planning applications for consideration at this meeting.

7/10/19 To note the Annual Play Inspection Report from the Play Inspection Company

The Play Inspection Report which had been previously circulated to Councillors was discussed during the meeting. It was noted a flooring repair was required as had been listed as a moderate concern for inspection and this should be costed and repaired at the earliest opportunity. A discussion took place about the possibility of replacing certain equipment in the play area. It was then agreed that new play equipment would be considered as part of the 5 Year Plan to be discussed at this meeting, as well as exploring potential external funding towards new equipment. Action – **Clerk to investigate flooring repair costs for immediate repair of damaged flooring**

8/10/19 To discuss current South Gloucestershire Council Consultations

The current South Gloucestershire Council Consultations were tabled for consideration during the meeting. Relevant and local consultations included the Charlton & Cribbs One-way Working and Waiting Restrictions on Passage Road, the proposed 20mph Speed Limit on North Road, Stoke

Gifford, consultation on the Local List, Wheelchair Accessible Vehicles for Taxis, Hambrook Experimental Traffic Order and the Licensing Act 2003 Register. These consultations were all noted by the Council.

The Clerk advised that a new independent Chair was being appointed for the Gipsy Patch Liaison Group to ensure future communication was improved to both group members and the wider local community. Preparation works are underway on site and it is anticipated that the road will be closed for several months to vehicular traffic. The new bridge will be installed during Easter 2020.

9/10/19 To discuss a Parish Council 5 Year Plan

A partly populated template was tabled for Councillors to start to think about items for inclusion on a forward plan for the Council. Cllr Tracey Harrison-Ashe felt it was important to make visual improvements in the local community. Cllr John Blight felt that progress was required now regarding pavement improvements in the local area.

Following a discussion regarding pavement improvements, Cllr John Blight proposed, and Cllr Tracey Harrison-Ashe, seconded; and being put to a vote was unanimously **resolved** that the first phase of pavement improvements would be progressed

Action – Clerk to progress

Andrew Alsop stated that the newly created Plan should be populated with the day to days outgoings of the Council followed by specific improvements over the coming years. It was agreed that Councillors would forward any suggestions to the Clerk so that they could be added to the document. It was also agreed that Cllr Andrew Alsop and the Clerk would meet prior to the next meeting to put together a Draft 5 Year Plan together with some associated costs for the November Council meeting.

Action – Cllr Andrew Alsop and Clerk

10/10/19 Any items the Chair considers urgent

Cllr Andrew Alsop stated that he had read a copy of the Stoke Gifford Journal and wondered if this was something for consideration by the Parish Council for future advertising. It was agreed the Clerk would liaise with the Journal Editor about the possibility of providing a Journal to the community of Stoke Lodge and The Common. Alternatively, it was felt that consideration should be given to a quarterly newsletter to be produced for the Parish Council.

11/10/19 Councillor Points

Cllr Tracey Harrison-Ashe asked if there had been any updates from the Post Office relating to clarification about postal addresses for the local area. It was agreed that Cllr Harrison-Ashe would provide the Clerk with previous communication to investigate directly any updates from the Post Office. **Action – Cllr Tracey Harrison-Ashe and the Clerk**

Cllr Brenda Stokes advised the next Neighbourhood Watch meeting would take place on Thursday, 17th October 7pm at the Baptist Church.

Cllr John Bowyer asked if The Common was protected by Village Green Status. It was agreed that the

Clerk would explore if The Common had been included on the schedule created by South Gloucestershire Council and report back to the next meeting. **Action – Clerk**

12/10/19 Date of Future Meetings

7pm Thursday, 14th November 2019 at The Pavilion, The Common, Stoke Lodge.

7pm Thursday, 12th December 2019 at The Pavilion, The Common, Stoke Lodge.

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

Signed:

Date: