

STOKE LODGE AND THE COMMON PARISH COUNCIL

MEETING ON 09 JULY 2020

7.00PM VIRTUAL MEETING OVER ZOOM

MINUTES

Present: Councillors Andrew Alsop, Andrew Dyer, Bryan Hopkins (part), Rebecca Strong, Jon Butler, Brenda Stokes and Ward Councillor Franklin Owusu-Antwi

Minute Agenda Item

1/12 Welcome and Apologies for absence

Chair welcomed everyone to the meeting.

Councillor Tracey Harrison-Ashe (who is currently on lockdown with a relative who has no wifi and so is excluded from the 6 month rule) and Councillor John Bowyer sent their apologies. Councillor John Blight was unable to join the meeting on Zoom due to IT issues.

2/12 Declarations of Interest

None

3/12 Public Speaking Session

No members of the public were present for this session but resident Mary Summerhill joined later in the meeting.

Councillor Franklin Owusu-Antwi:

Oldbury Power Station are making grants available to benefit local community groups.

The dates of past meetings have not been clear so many have been missed – we need to ensure that this information is sent to him along with details of any minutes.

Councillor Franklin Owusu-Antwi was asked if any grants could be made available for the replacement of play equipment and it was indicated that this may be possible.

4/12 Minutes and Matters Arising of Meeting on 10 June 2020

Matters Arising

- Pavements still haven't been progressed at the moment as nothing further has been heard regarding the duplication of charge 2 months ago.
- Lettings to The Pavilion are currently on hold due to Covid 19 – new agreements will be issued to users once lettings can resume.

- We are awaiting a start date for the Tree trimming on The Common.
- Bus Shelter is installed and awaiting installation of a real time clock.
- Almondsbury Youth FC have started training and are happy. There was an issue with parking reported by a resident but that has been resolved.

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

Approve the minutes as an accurate record.

5/12 External Audit and Internal Audit

This item is to be removed from the agenda as an extraordinary meeting is required to resolve the outstanding issues from both Audits.

Action – Clerk and Chair to liaise to schedule extraordinary meeting

6/12 Lease for The Common

No decision was reached around renewing the lease or the possibility of attempting to buy the land

Action – add to agenda for next meeting

7/12 The Hut

Parish council have been approached to take over the running of The Hut. The building is in good order and the land is owned by the Hut. There are a number of points to be clarified before it can be considered further such as:

- Possible issues with transfer of a charity
- Bookings/paperwork/monies
- Cleaning/Keyholder responsibilities

Action – Councillors to consider all areas and email Clerk with any comments and questions asap to enable Chair to arrange further meeting.

8/12 The Pavilion

- Almondsbury Youth Football Club
They are running 3 sessions per week – 1 on Saturday and 2 on Sunday it is proposed to charge £15 for Saturday and £35 for Sunday.

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

Agree proposed charges.

- The Green Shelter
This is in a poor state of repair and should be removed and consideration be given to the best location of a new shelter in the future.

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

Removal of the green shelter.

- The Play area
This is in a poor state of repair and is to remain closed as it is deemed to be unsafe. We can either repair or replace with new play equipment and flooring at significant expense.

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

Remove the play area equipment and replace with new and seek grants to facilitate.

Action - Councillor John Butler and/or Clerk to liaise with Jack Turner at Patchway Town Council for advice

- The Pavillion Garage Doors
These are in a poor state of repair. A quote has been received for the sum of £650 to replace the doors and replace a broken fence.

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

Proceed with work to replace garage doors and fence.

- CCTV
Due to the increase in antisocial behavior we are obtaining quotes for the installation of CCTV with high definition cameras at the front of the Pavilion. The cameras will also cover the rear. Further update at next meeting.

9/12

Parish Council Finance Update

- Invoices over £500
Councillors were provided with details of the following invoices:
Invoice for the Bus Shelter £6,350.00

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

Approve the invoice for payment.

Invoice from John Lewis for Laptop and software package for clerk £579.00

Councillor John Butler proposed and Councillor Rebecca Strong seconded; and upon

being put to a vote it was unanimously **resolved** to:

Approve the invoice for payment.

- Bank statements

Councillors were provided with bank statements for the accounts.

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

Approve the bank statements.

- Bank Reconciliation

Councillors were provided with copies of the Bank Reconciliation.

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

Approve the bank reconciliation for this month.

- Change of Bank Account

The council were made aware of the intention to move the main banking to Lloyds Bank due to convenience of location.

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

Move main banking account to Lloyds Bank

10/12 Planning Applications

None formally submitted. It was put to Councillor Franklin Owusu-Antwi that a property on the common which has recently been sold to a developer must be made subject to a planning survey due to the presence of bats. Councillor Franklin Owusu-Antwi agreed to draft a letter to make it official.

11/12 Future Meetings

At present all future meetings will be held online for those Councillors who can use it.

Dates of future meetings

- 10 September 2020
- 8 October 2020
- 12 November 2020

- 10 December 2020

12/12

Any items the Chair considers urgent

- There has been an increase in drug use and antisocial behavior in and around the car park at The Pavilion. Councillor Andy Alsop has reported to the Police but we need the local residents to also report any issues they witness.
- Website needs to be reviewed and updated as some Councillor information is missing and some PDF links to meeting minutes are not working. Chair and clerk to meet to discuss the changes needed.
- Newsletter to be issued in the future.
- Gypsy Patch Lane closed until 2021 but no major issues with traffic on Stoke Lane so far – most likely due to most people working from home.

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

Signed:



Date:

10-9-20.