

DOWNEND AND BROMLEY HEATH PARISH COUNCIL

MINUTES OF ANNUAL ASSEMBLY

HELD ON THURSDAY 28 APRIL 2016, 7PM,
AT BADMINTON ROAD METHODIST CHURCH,
BADMINTON ROAD, DOWNEND, BRISTOL

Present:

Downend & Bromley Heath Parish Councillors: Mike Baker, Janet Biggin, Ben Burton, Kate Conner, David Crowley, Sheila Ottewell, Martyn Poole, Graeme Riley and Raj Sood.

Angela Hocking (Clerk to the Council).

There were approximately 45 residents of the Parish present.

Apologies received from Councillor Kathy Morris.
Councillor Jon Hunt was not present.

Prior to the meeting residents were given the opportunity to meet with Parish Councillors, whilst viewing the various displays provided by local group/organisations and Parish Council Committees. Financial records and accounts were made available for public inspection.

1. Welcome and Introductions

Parish Councillors introduced themselves to all those present. Cllr Raj Sood, from MS2 Stores, and his family were thanked for providing refreshments during the evening.

2. To receive and confirm as a correct record the minutes of the Parish Meeting held on 30 April 2015

Following a proposal by Cllr Baker, seconded by Cllr Riley, the Minutes were unanimously **AGREED** as a true and accurate record, and subsequently signed by the Chairman.

3. To receive brief reports from Parish Council committees and working groups

PLANNING -

A Team of 5 Councillors make up the Downend & Bromley Heath Parish Council Planning committee - Councillors Martyn Poole, Sheila Ottewell, David Crowley and Raj Sood, also myself as the elected Chairman. A quorum of 3 Councillors are required for each meeting.

The Committee meets every two weeks normally at Lincombe Barn starting at 7pm and meetings are open to all members of the public. The Parish Council is keen to encourage members of the public to attend the Planning meeting to voice any concerns they have regarding any potential development that may affect them. Details of dates can be found on this website and also published on our Parish Council notice boards. If you have any queries regarding the Planning applications that we have reviewed please contact our Clerk, Angela.

(Note totals as shown in open and closed brackets are planning application totals for 2014-2015). There were **25 (24)** Planning Application Review Meetings.

A total of **156 (141)** were reviewed-accessed, including **09 (09)** TPO's.

112 (94) Approved with No Objection.

The majority were routine Planning applications for extensions to increase property size and living accommodation, also TPO's.

22 (13) Rejected due to overdevelopment of site, up sets the balance or not in keeping neighbour's properties / original style, or inadequate vehicular / pedestrian access etc.

13 (13) Properties that were not in our parish, and had no effect of dwellings within our boundaries; also the Planning data was not available when reviewed etc.

There were 6 Major Planning Applications: -

PK14/4921/F 60 Bedroom Care Home.

Adjacent to and the side of 65 & 67 Cleeve Hill, (located on the left hand side looking down the hill), that will replace the lower tennis courts, that are now relocating to the grounds of Frenchay Hospital. **Note - There are 165 Documents on the website and approximately 55 Objections.** The Parish Planning Application Review Meetings **took place on Tuesday 27 January 2015.** Approximately 50 local residents attended, also 10 attended to review / discuss the revised plans. **Meeting that took place on Tuesday 17 March 2015** - At both meetings concerns were raised regarding the proposed application, there are in the region of 30 objections placed on the South Glos Planning website, stating the reasons why.....

Also both applications were reviewed and rejected by the Parish Council Planning Committee. We have been advised that discussions between South Glos and the Developer are continuing. This application has now been passed on to the Secretary of State for the final decision – response awaited.

PK14/2710/F 76 Bedroom Care Home.

Adjacent to the side of the Shell garage on the Badminton Road, (that was an Old Builders Yard) located on the left hand side looking down towards the roundabout. Application was reviewed on the 02 September 2014 and rejected by the Parish Council – this has now **been approved by South Glos Council.**

PK14/2834/F for the erection of 9 new dwellings.

Land to the west of 339 Badminton Road, that will back onto the residents of no's 6 & 8 York Close; also 10 Redcar Court. Application reviewed / approved 19 August by the Parish Council.

PK15/1304/F 32-34 Buckingham Gardens.

Demolition of existing empty/run-down buildings, replaced by 4 Town Houses (3 Story)

PK15/1304/F 4 New dwellings erected at the top of Peache Road

For years the Land has been an eye-sore and not developed.

PK15/1621/F New Dwellings being built on what was the Badminton Road Methodist Church car park.

Cllr Mike Baker

TRAFFIC –

The following summarises activities of the Traffic Committee during the past year:

Buses

We continued to support bus services for our residents including:

- 462 Weekday Shoppers Bus (funded jointly with Emersons Green TC).
- N47 Night Bus from Bristol to Chipping Sodbury. The route changes in April, but continues to serve the Bromley Heath area (see Downend Voice & our website for details).
- Pressured First until they re-instated the number 5 bus to Downend.

Bus Shelters

All bus stops in our Parish have shelters where there is room for them. We also:

- Replaced the storm-damaged shelter on North St by The Swan.
- Replaced the tatty old shelter on North St outside the Cricket Ground.
- Added side panels to the shelter by the former Four Acre surgery, for improved stability after a traffic accident.

Roads

- We ensured bollards were installed at the Badminton Road Accident Site, making the bend more visible and therefore safer.
- Cllr Conner ensured potholes were repaired as quickly as possible.
- We made suggestions to S Glos Council for reducing traffic congestion in Quakers Road during Metrobus work on the Ring Road.
- Ordered four "Welcome to Downend" signs for main entrance roads into the Parish. Two current signs will be relocated in the Parish.

Parking

Parking on grass verges churns up the grass leaving an unsightly mess & may prevent the grass being cut.

- We reminded drivers they could be held responsible for damage & be charged for re-instatement by S Glos Council, owners of the verges.

Cycling

We completed our current cycle stand programme with the following installations:

- 1 on Downend Road, near Cricket Ground.
- 2 outside the play area in Bromley Heath Playing Fields.
- 1 outside the play area in King George V Playing Fields.

Miscellaneous items

- We installed the Information Board at Quakers Road shops.
- We replaced the damaged seat by Sainsburys, on Westerleigh Road.

Cllr Sheila Ottewell

OPEN SPACES

The Open Spaces sub-committee have had many challenges this year with various changing aspects financially, especially concerning the issue of taking over the leasing of the three playing fields within the parish, which are King George V, Badminton Road and Bromley Heath. We aim to maintain the good condition of these sports fields and indeed improve amenities as we go along during the course of our plans for the future

To this end a business plan has been initiated by the Parish Council in order to work out how best to maintain and improve facilities for the local population. Whilst the precept has been increased substantially, this will be used to maintain and improve the existing facilities, which have been a part of Downend & Bromley Heath for a long time. The precept is a balanced view for covering costs in the future. It has previously been frozen for some time.

However now we require more as our responsibilities have increased dramatically this year. There are possible initiatives to make the two pavilions much more useful for the community, with ideas for a community meeting room enabling all sorts of uses. These pavilions were built in 1964 and 1965 and therefore require much work and in one case possible rebuilding. A working group has been set up to include Open Spaces and all the users of King George V and Badminton Road playing fields. The group are considering the way

forward regarding all aspects of leasing of these fields and how funding can be assured in the future for this purpose.

This year the Open Spaces sub-committee and the Parish Council have funded the installation of a picnic table in Bromley Heath Parks and a concrete table tennis table, which is scheduled to be put in place in the future. The Parish Council has also funded two signs (albeit smaller than we would have liked) giving directions into Bromley Heath Park. We have also initiated a picnic table to be installed in King George V and Badminton Road playing fields, which is inclusive for all users of the park.

The large wooden play equipment acquired with a grant from Corey has now been installed in Badminton Road play area and the Parish Council will be giving a 10% financial input for this.

After a request from a resident for a baby swing in Heathfields Open Space, we have arranged for this and we are funding the new safety swing which parents and Grandparents alike will find very user friendly.

The forecourt area of the Toilets at Westerleigh Road continues to be maintained and plans for more bright flowers are in place to make the 'Community Garden' as it is known a nicer place to use. Any repairs needed are notified regularly to South Gloucestershire Council should they arise. As a more pleasant area, it is appreciated by local people, especially women who feel much safer using the facilities.

The litter buster group have been reorganised this year and the Parish Council continue to support their work in keeping the parks and other areas of the parish clean and neat. An initiative using stencils for reminding people about dog waste was set up by the Dog Warden and this is still ongoing, but more work needs to be done in order to make people aware of dog fouling. From 1 April 2016 under new legislation a £500 fine if dogs have no collars, tags or microchips has been introduced. They would like the public to report any banned breeds to them that they see being walked as there are more of these breeds around we have been told.

We are working with South Gloucestershire Council to have some signs put in place in Lincombe Barn to indicate the From Valley walk along the Jubilee Path. This will be implemented soon.

Cllr Kate Conner

Elizabeth Shepherd queried the current status of Hill House Park. Cllr Conner explained that no further information had been forthcoming from South Gloucestershire Council and further explained the situation with regard to Fields in Trust.

EVENTS –

Good evening ladies and gentlemen – my name is Janet Biggin & I Chair the Events working group on the Parish Council.

The group meets to plan the various events in which we participate during the year, attending community festivals, as we did last year.

On Sunday 21st June, we profiled the Parish Council at Churches in the Park, known as 'C in the Park', which is held in KGV Playing Field, Westerleigh Road, hosted by several local churches in the immediate area and is a free event for families and friends to enjoy... **This** year it is being held on Sunday 3rd July.

We also attended Heath Fest on Saturday 11th July, which allowed us to engage with the local populace on the various aspects of Parish work – which will be held on Saturday 9th July **this** year.

On Sunday 8th November, Parish Councillors were invited to process along the High Street, Staple Hill, from Page Road, marching to Page Park, accompanied by many groups and societies as well as the Salvation Army Band. It was very heartening to see so many people assembled in the Park during the service, which was led by Rev. Jo Vickery, from Christ Church and as usual a wreath of poppies was laid on behalf of D&BHPC. This year it will be on Sun 13th Nov.

Christmas in Downend, is our biggest event that we host here in the village, attracting more than 1,000 people from around the locality, who along with Santa and working with Downend Business Community, we look forward to make the beginning of Christmas an afternoon/evening to remember, when various schools, children's street dancers and singers, entertain the revellers and everyone waits in anticipation for 6.30pm when the lights are lit on the tree. Obviously we didn't put in our order soon enough for dry weather, as the rain just lashed down part way through the event and Santa looked just like the Pied Piper, when he had to hurriedly decamp his grotto, going to Kustom Flooring, being followed by the gaggle of children and their families who had been waiting in the queue... But everyone was really blown away by Princess Elsa, who stood in the cold and rain to switch on the lights – what a star! The Christmas event for 2016 will be held on **Saturday 19th November**.

Cllr Janet Biggin

COMMUNICATIONS –

The Communications working group is continuing with its objectives of keeping parishioners informed of the work of the Parish Council, developments in the parish and any areas of concern. The working group does this through the Website; Parish Noticeboards; Facebook; public meetings, open Parish Council meetings and attendance at local Community Events.

One of the big changes of the last year has been the move from a quarterly Parish Newsletter to a monthly news page in Downend Voice. The reasoning behind this move was that it was more cost effective and we were assured that every household in the parish would receive a copy through their letterbox.

Communicating with parishioners is one of the important tasks of the Parish Council. We would welcome any views or suggestions from parishioners on the current systems and any cost effective ideas on how we can improve the system.

Cllr Graeme Riley

ACTIVE SENIORS –

The section set up by the Parish Council to cover retired people in our Parish is called Active Seniors. With a large retired population in Downend and Bromley Heath we think this group should be represented in our parish Meetings.

What have we done so far? Well its work in progress. Let me tell you why.

We have successfully set up a group in our Library called Knit and Natter. This meets every Monday and is open to all. They have days away using Kingswood Community Transport and go out as a group for lunch. For some it is the only time in the week that they

leave their homes. To these people and others similar the Library, as a Community Centre, is a life line and it is so important we protect this valuable resource.

For some time we have had feedback from our men folk telling us that there are plenty of groups that cater purely for ladies, but it's hard to find a group that exists that carries out practical work. Well we have just started one, called Man and his Tools. Already we have a list of things that people have asked us to make or mend, ranging from a bird table for a person who is house bound to repairing a storage container roof. The group meet together every Tuesday morning at the pavilion in King George V.

Although a defibrillator is an essential piece of kit if someone collapses, we did not have a unit in Downend and Bromley Heath. I am proud to report a unit has been purchased and will shortly be installed in Downend Centre. Training has been provided and the unit will be installed by Man and his Tools.

I think it is only right at this stage to thank Michael Nicholas Estate Agents for allowing us to install the unit on their outside wall using their power. A special mention must go to Gary Smart who is giving up his time to instruct us in CPR and using a Defibrillator. Not only does he instruct Paramedics during the day he now takes time out to help us.

With the constraints on the Parish Council budgets caused by the Parish having to take on work that was previously done by South Glos Council, funding will be restricted. As the Chair of Active Seniors I hope funding will be found for groups that look after retired people in our Parish, after all they pay their council tax the same as others.

Cllr Martyn Poole

CHILDREN & YOUNG PEOPLE –

Cllr Ben Burton outlined how the working group does not follow just one brief, but is involved with many things around the parish from playgrounds to traffic outside local schools. The group not only includes members from the Parish Council, but also young people from the parish, and he encouraged others to become involved.

The main focus of the group going forward will be to look at the playing fields and ideas for a community hub; a multi-use facility to draw local people in to meet and get together, and provide many services under one roof. The group also wish to provide a focal point for information and will be contacting local schools/pre-schools to establish how the group can be represented.

Cllr Ben Burton

4. To receive a report from the Chairman of Downend & Bromley Heath Parish Council

This year has once again been a very busy year for your Parish Councillors.

One change we decided to make was to use Downend Voice publication as our preference for our Parish articles – which has been very successful, in that we are saving the cost of printing and delivery. We are always very pleased with any feedback you wish to make - email, phone or in attending any of our monthly parish Meetings.

We are in the midst of more changes, with the library consultation here in the authority. Do please fill in a consultation form – available from the libraries, or access the on-line version, rather than just sign the petition – as innovative ideas are needed to keep our library open!

In embracing localism we, D&BHPC, have expressed an interest in maintaining and managing the two playing fields, KGV & Bromley Heath – this is currently under negotiation and work is still in progress.

As you may now know, we have increased the precept, which will be necessary to maintain said playing fields.

We now have a vacancy on the Council, so if anyone wishes to find out more, please contact our clerk, Angela Hocking.

Following on from the centenary of WW1 in 2014, you will be interested to hear that our Scout War Memorial now has a QR Code, which enables those of you with smart phones to access the website in looking at all the information stored about the soldiers, whose names appear on the memorial, here in the village - do go and have a look.

As you have heard, Parish Council committees and working groups have all had another busy year. My thanks go to them all, particularly their chairmen – Cllrs. Conner, Baker, Ottewell, Poole & Burton.

The Future?

- Continue to build on the solid foundations already laid down.
- Continue to raise the profile of the Parish Council, both locally & in S.Glos generally.
- Continue to represent & support our residents & local organisations to maintain good quality of life.
- Encourage more people to volunteer to help our local organisations
- Continue to use funding raised through the precept to improve the area in which we live.

Our chosen charity for this year has been KCT and we will be presenting them with a cheque shortly.

Finally, thank you to my fellow Councillors for all their hard work and commitment over the past few months. My thanks also go to Angela Hocking, our Parish Council Clerk, for all her hard work and unfailing cheerfulness as well as her help, guidance and support to me in the past few months since I became Chairman following on from Cllr Graeme Riley.

In addition, Cllr Biggin encouraged all those present to contact the Parish Clerk about any financial queries. The financial statements were made available for inspection.

Local Council Award Scheme

Councillor Biggin read an article which will be included in the next edition of Downend Voice:-

Downend & Bromley Heath Parish Council has received a prestigious award as part of the Local Council Award Scheme. This achievement recognises that the council achieves good practice in governance, community engagement and council improvement. Moreover, Downend & Bromley Heath Parish Council goes above and beyond their legal obligations, leading their communities and continuously seeking opportunities to improve and develop even further.

The Award Scheme report highlighted the council's particular areas of strength, and it was specifically commented that this was a high standard for the level attained.

The Local Council Award Scheme is a peer assessed programme that has been designed to both provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promoting and recognising councils that are at the cutting edge of the sector. It is through the sector working together to share best practice, drive up standards and supporting those who are committed to improving their offer to their communities that individual councils and the sector as a whole will reach its full potential. Downend & Bromley Heath Parish Council's own Chairman was quoted as being "delighted in this achievement, mainly through the hard work and commitment of our Parish Clerk, Mrs Angela Hocking, with the full support and encouragement of our members".

In terms of the future, the council is now reviewing ways in which it can keep on improving its offer to the local community and welcomes input from local people and partners on this. Downend & Bromley Heath Parish Council and other local councils like it, are at the front line of the government's localism agenda and are doing as much as they can to deliver services whilst being efficient and cost-effective.

5. Parish Champion Awards

Two Parish Champions were identified – one business and one volunteer group.

- Downend & Bromley Heath in Bloom
- Kustom Flooring

Representatives from both groups received a certificate presented by Cllr Biggin. Kustom Flooring outlined how they are delighted to help and become involved with the local community. Jackie Baker, Secretary from DBH in Bloom, thanked the Parish Council for their continued financial support and outlined how the group now has around 30 members since it was established some two years ago. An avenue of flowers is in progress which will start at the Green Dragon in Downend through to Christ Church.

6. Presentation of cheque to Charity of the Year – Kingswood Community Transport

Councillor Biggin presented a cheque for £515.90 to Mike Vernon from Kingswood Community Transport. Mike thanked the Parish Council and explained how the funds will be put to good use to provide the essential kit needed within the vans. KCT started with two vehicles and now has 14 mini buses and six cars. There are 10 paid staff (two full time) and over 50 volunteers. KCT provide a Doctors Shuttle Service and currently has around 1500 members.

Cllr Biggin also outlined the 10th anniversary of Shopmobility – Friday 29th April.

7. Questions and Answers

None received.

Chair:

Date: