



Charlton Hayes Parish Council
12 December 2023

Minutes of Charlton Hayes Parish Council meeting held at Aerospace Bristol, Hayes Way, BS34 5BZ on 12 December 2023 at 7pm.

Present

Cllr Sanjay Shambhu (Chair)
Cllr Dee Hassan
Cllr Natalie Field
Cllr Jo Kotolaa
Cllr Dayley Lawrence
Andrew Davies (Clerk)

Apologies received

Cllr Roberto Cialfi
Cllr Jo Buddharaju
Cllr Sam Scott

Absent

Cllr Jack Groenwald

Agenda

1. Welcome by chair.

Meeting commenced at 19:00, Cllr Shambhu welcomed Cllrs to the meeting.

2. Evacuation procedure.

Cllr Shambhu gave evacuations instructions to everyone at the meeting.

3. Apologies for absence

Cllr Roberto Cialfi, Cllr Jo Buddharaju & Cllr Sam Scott sent apologies in advance of the meeting.

4. Declarations of interest under the Localism Act 2011.

No declarations were made during this meeting.

5. Minutes of the meeting held on 21st November 2023.

Cllr Shambhu signed a copy of the minutes of the meeting from 21st November 2023.

6. Items from the public.

One member of the public was in attendance of the meeting. No items from the public were brought to the attention at this meeting.

7. Petitions.

No petitions were brought to the attention at this meeting.

8. Bank account (Current account, two savings account, awaiting online banking).

Clerk briefed all Cllrs on the current situation on the bank account. There is now a live bank account, extra measures need to be in place prior to transfer of funds from SG Council. Chair mentioned that we would need at least 4 councillors to have online bank account, prior to requesting the transfer of funds. Clerk to investigate with Natwest.

9. Deputy Clerk appointment.

Clerk to create a terms of reference for deputy clerk position and advertise position online.

10. Draft Budget 2024-2025.

Draft budget to be sent to all Cllr's by clerk to review. Referred to January 24 to discuss line by line.

11. Charlton Hayes 10K planning team / Charlton Hayes Festival 2024.

There is a proposed date of 09 June 24, but Cllr Field did highlighted a clash of calendars with Bradley Stoke hosting a festival weekend as well as a 10K on this day. Working group will need to discuss this in detail and come up with a revised date and location prior to the January 2024 full council meeting.

12. Charlton Hayes Notice Boards

Now that these have been handed over by Patchway Town Council, Cllr's are keen to get these refreshed so that the community can use these again. The have been vandalized and have some surface rust that need attention.

Referred until Jan 24.

Clerk to conduct a poll for paint colour, revised parish name and logo.

13. Christmas Event.

*Cllr Hassan has engaged with the team to see if they need Cllrs support at the event.
Clerk has shared on our social media and notice boards.*

14. Neighborhood watch champion.

*Cllr Cialfi has allocated 6 areas within the parameters of Charlton Hayes. 5 out of 6 areas have a neighborhood watch champion.
Clerk has paid for the signage.
Cllr Cialfi to update Cllr's in Jan 24.
Neighborhood watch will hold another meeting on 17 Jan 24 at the aerospace museum, all are welcome to join, Time TBC.*

15. Quarterly newspaper/flyer.

*Clerk will lead with this project.
Anticipation to have our first flyer for April 24.
Project will commence in January 2024.*

16. Lollipop person for Charlton Wood Primary School.

*Cllr Hassan had a meeting with the school and are supportive of this initiative.
Cllr Hassan to engage with the school to get them to advertise this position.
Cllr's proposed funding £3,000 for wages and safety equipment (Proposed Cllr Lawrence, Second Cllr Hassan).*

17. Defibrillators for public accessible.

*Cllr Shambhu highlighted a consideration for public defibrillators within the boundaries of Charlton Hayes.
Cllr Field highlighted a company that Patchway town council have used which include stop bleeding kits.
Clerk to investigate locations for up to 6 areas.
Clerk to apply for funding.
Clerk to get information from Bradley Stoke Council Clerk.*

18. Charlton Hayes Dog Waste Bins

*Charlton Hayes now have a responsibility to support the cleanup of 2 dog waste bins within its boundaries.
Cllr's proposed funding of £1,800 per annum for weekly collection for both dog waste bins (Proposed Cllr Lawrence, Second Cllr Field).*

19. Next full council meeting: 16th January 2024 at Lovel Place Care Home, Patchway, Bristol, BS34 5AU at 7pm. .

19:25 meeting was closed by Cllr Shambhu.