



PATCHWAY TOWN COUNCIL
Callicroft House, Patchway, Bristol, BS34 5DQ
www.patchwaytowncouncil.gov.uk

Town Clerk and Responsible Finance Officer's Report

Standing Order 5 X – Review of Arrangements.

As set out under Standing Order 5 x, Patchway Town Council are responsible for reviewing arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.

The below table documents all of the Council's current arrangements.

The Town Council as Landlord:

Organisation	Property	Rent P.A	Lease Start	Lease expiry
Patchway Community Association	Patchway Community Centre	£1.00	1 st April 1995	March 2095
Patchway Centre Pre-School & Tots	Courtyard	£1.00	July 2023	July 2033
Coniston Community Association	Coniston Community Centre	£1.00	1 st September 2004	August 2034
Bristol BMX Club	The BMX Track	£30.00	20 th August 2020	August 2040
Patchway Sports and Social Club	Patchway Sports and Social Club	2% of Annual Turnover.	6 th December 1979	December 2078
Snack Attacks at The Park	Norman Scott Park Café.	Set as per license agreement.	4 th December 2024	December 2028
Blakeney Road Allotment Association	Blakeney Road Allotments.	Set as per lease agreement.	9 th March 1982	March 1992
Pretoria Road Allotment Association.	Pretoria Road Allotments.	Set as per lease agreement.	7 th August 2012	August 2037

The Town Council as Tenant:

Organisation	Property	Rent P.A	Lease Start	Lease expiry
Network Rail	The Tumps	£300.00	15 th April 1983	No end date on lease
South Gloucestershire Council	Blakeney Road Path	£50.00	18 th April 1994	April 2015 (holding over)
South Gloucestershire Council	Land at Coniston Community Centre	£1000.00	5 th April 2004	April 2103



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South Gloucestershire Council	Blakeney Road Allotments, Play Area, Turners Pond woods	No rent requested (£500)	21 st June 1992	20/06/2007 (holding over)
South Gloucestershire Council	Land at Bevington Walk	No rent requested (peppercorn)	1 st March 2006	28/02/2016 (holding over)

Rates Payable:

Organisation	Property
South Gloucestershire Council	Callicroft House
South Gloucestershire Council	The Casson Centre
South Gloucestershire Council	Norman Scott Park
South Gloucestershire Council	Norman Scott Park Lighting

Leases or Hire purchases held:

Organisation	Property	Term
GRENKE Leasing	Photocopier	Expires 2029
Lister Wilder	Kubota Tractor and attachments.	Expires 2027
Scollick Business Finance LTD	Toro Z Master Mower	Expires 2026

Licenses held:

Organisation	Property	Term
South Gloucestershire Council	Lottery Licence	Expires 31/12/2024

Public Works Loan Board Loans Held:

Loan For	Term Remaining
Coniston Community Centre	Expires 2029
Norman Scott Park Pavilion	Expires 2026
Almondsbury Joint Burial Committee	Expires 2027

Contracts and Subscriptions Held:

Organisation	Contract For
Virgin Media Broadband	Callicroft House and The Casson Centre Broadband.
Virgin Media Broadband	Norman Scott Park Pavilion Broadband.
EE Telephone	Mobile Telephone for all staff and office
Total Energies - Electric	Callicroft House.
Total Energies – Electric	The Casson Centre.
Total Energies - Electric	Norman Scott Park.
Total Energies – Gas	Callicroft House.



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Total Energies – Gas	Norman Scott Park
Water 2 Business	Callicroft House.
Water 2 Business	The Casson Centre.
Water 2 Business	Norman Scott Park.
South Gloucestershire Council	Payroll provider
INtY LTD	IT Security.
Canva Software	Promotional images, posters and newsletter software.
RBS Omega Finance Software	Financial Accounts package (being terminated in 2024)
Simply Washrooms	Sanitary Bin – Callicroft House.
Simply Washrooms	Sanitary Bin – Norman Scott Park Pavilion.
ATDXtreme Ltd	Cleaning all premises – Pay as you go.
Avon Local Council’s Association	Yearly subscription for legal advice, online training and references.
South West Councils	HR Support.
Society of Local Council Clerks	Clerk support, training and legal advice.
Soltech LTD	IT support.
DCK Accountancy	Financial support.
Great Western Recycling	Skip exchanges.
South Gloucestershire Council	Recycling collection for Callicroft House.
EDF Energy	Electric at Blakeney Road Allotments (Subsidised by £96 p.a from Men in Sheds and £96 p.a from Blakeney Road Allotments)
TV Licensing	TV license for Casson Centre
Pretoria Road Allotment Society	15 year loan of Zipper Scythe Mower (to 01/05/2038)