

STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 11th June 2019 at 7pm at
the Little Stoke Community Hall, Little Stoke Lane, Little Stoke, BS34 6HR

Ref: 06/19

EMERGENCY PROCEDURE

In the event of a fire all those present should leave the building calmly, breaking a fire alarm panel on the way out, and assemble on the far side of the car park at the assembly point.

Attendees are reminded to either switch off or make silent their mobile phones.

PRESENT:

Cllrs K Cranney [KC] [Chair], E Brown [EB] [Vice Chair], M Brown [MB], D Beesley [DB], M Lavis [ML], S Waters [SW], B Allinson [BA], P Reich [PR], J James [JJ], D Addison [DA], D Pembury [DP], and S Shield [Clerk].

REF	DESCRIPTION	ACTION
546.	WELCOME AND APOLOGIES FOR ABSENCE Apologies were received from Cllr C Greenland.	
547.	TO RECEIVE NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST EB declared his membership of the SGC Planning Committee. BA declared he was Chair of South Gloucestershire Council. DA declared he was Chair of the Stoke Gifford Trust Committee. KC and BA advised they were members of the SGC Regulatory Committee.	
548.	APPLICATIONS FOR DISPENSATIONS BY COUNCILLORS None received.	
549.	PUBLIC SESSION [3-5 MINUTES PER PERSON WITH A MAXIMUM OF 15 MINUTES PER SESSION] <u>Traffic Calming Consultation Little Stoke Lane</u> – A resident felt there was already enough traffic calming measures in place without the need to install further measures into the local area. <u>Traffic Light Upgrades MOD Roundabout</u> – A resident stated the current works at this location were causing chaos in the local community especially at peak times owing to the current nearby temporary closure of Gipsy Patch Lane for investigatory works. <u>Gipsy Patch Lane Temporary Road Closure BT Works (June 2019)</u> - Residents in attendance raised incidents of vehicle obstructions due to cars parking in local streets nearby to Gipsy Patch Lane due to ongoing investigation works at this location. It was reported that local businesses also appear to be suffering with loss of trade as a result of the road closure. BA stated it was important that business owners should keep balance sheets in order to protest formally	

against loss of earnings.

550. TO APPROVE THE ACCOUNTS YEAR ENDED 31 MARCH 2019

The statement of accounts and supporting information for year ended 31 March 2019 which had been previously circulated by email was tabled for consideration at the meeting.

The Clerk stated that it had been a busy financial year and that the Parish Council had made a significant investment into the local community with several improvements made which included building and path improvements, and new street furniture.

The Clerk advised the Year End Audit was currently being carried out by South Gloucestershire Council.

The carry forward balances into the new financial year reflected investment into the Little Stoke Community Hall, whilst maintaining adequate general reserves.

A previously approved Public Works Loan has not been pursued.

The Asset Register has been amended with several changes made to include building improvements, new outdoor fitness equipment, football dugouts, new grounds maintenance machinery and a telephone box.

Staff costs increased slightly but will be reduced back down with weekend working no longer in place during the summer months.

Parks income increased slightly with pitch income slightly down to the cancellation of pre-season matches owing to the hot weather and unplayable pitch surfaced. A priority will be to increase service user income at The Stokes for the building to be sustainable moving forward.

The Clerk tabled a list of debtors as at 31 March 2019, many of which have either been, or will be paid shortly. Two organisations were brought to the attention of the Council, Robins Nursery and A Elcock Sports who have both received communication from the Council regarding outstanding debts.

EB asked about the budget for staff workwear suggesting that an individual allowance should be considered for each member of staff.

Council noted the Clerks report and communication and approved the accounts unanimously for the year ended 31 March 2019.

551. TO APPROVE THE EXPENDITURE AND GENERAL ACCOUNTS FOR APRIL AND MAY 2019

The Clerk tabled financial correspondence for April 2019 which included payments totalling £61,498.56 for the Co-operative general account, with a cash book balance of £130,194.59. Expenditure for the Stokes Youth Centre was £2,234.17 with a cash book balance of £5,849.41.

The Clerk tabled financial correspondence for May 2019 which included payments totalling £72,549.76 for the Co-operative general account, with a cash book balance of £75,484.29. Expenditure for the Stokes Youth Centre was £1,019.51 with a cash book balance of £5,992.65.

The Clerk will be making the necessary arrangements to complete the External Audit through PKF Littlejohn prior to the deadline of the 1st July 2019.

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Council noted the expenditure and bank balances for all accounts for both April and May 2019 which were unanimously approved. **Action – Clerk**

552. TO CONSIDER GRANT FUNDING REQUESTS RECEIVED BY THE PARISH OFFICE TO INCLUDE LITTLE STOKE LADIES CLUB, STOKE GIFFORD POLICE BEAT TEAM, FOUR TOWNS PLAY ASSOCIATION AND CITIZENS ADVICE SOUTH GLOUCESTERSHIRE

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The Council unanimously approved grant funding for the Little Stoke Ladies Club, The Four Towns Play Association, The Stoke Gifford Beat Team and Citizens Advice South Gloucestershire.

The Ladies Club meet every 1st and 3rd Tuesday at the Little Stoke Community Hall, Little Stoke Lane at 7:30pm. KC stated this was a long-established group and a huge benefit to the local community. A grant funding allocation of £700 was approved and will help the Ladies fund trips for member and non-members of the community.

The Four Towns is a free play scheme for children 5-11 years, which runs Monday to Friday from the 29th July to the 23rd August 2019. The funding provides children with a place to go during the summer break where they can build positive relationships and raise aspirations through play and activities. A grant funding allocation of £5,500 was approved for this scheme.

The Stoke Gifford Beat Team attend Little Stoke Community Hall every Wednesday from 11am – 12:30pm and required funding for a bicycle marking kit so that bikes can be marked individually so, if stolen can be identified and returned to the owners. A grant of funding allocation of £300 was approved for this initiative.

The Citizens Advice South Gloucestershire hold outreach sessions on the 2nd and 4th Friday of every month at Little Stoke Community Hall and requested funding to continue these sessions to support local parish residents with good quality, independent advice. The total funding required to deliver the service amounted to £7,400. The three Stoke Gifford Ward Members (KC, EB and BA) agreed to fund £750 each from Member Award Funding (MAF) and the Clerk was requested to contact Cllr James Arrowsmith to see if he would match this individual allocation which would provide £3,000 towards the service delivery costs. Council approved the remaining funding but requested the Clerk to negotiate this amount up to a maximum of £4,400. **Action – Clerk**

553. TO DISCUSS AND COMMENT ON CURRENT SOUTH GLOUCESTERSHIRE COUNCIL CONSULTATIONS

Stoke Lane and Little Stoke Lane Traffic Calming & 20mph zone – Funding has been made available for several schemes that will assist walking and cycling to schools. The funding is supporting a proposal for additional traffic calming measures on Stoke Lane and Little Stoke Lane that will help to reduce speeds and improve road safety particularly for school children walking from Patchway Community School, Holy Family School, St Chads Patchway CE Primary School, Stoke Lodge Infants & Junior Schools and Little Stoke School Primary. Stoke Lane is currently subject to a 30mph road with some traffic calming features. Little Stoke Road is mostly subject to a 20mph speed limit with a small section of 30mph with traffic calming features already installed near the school.

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The purpose of the scheme is to reduce speeds on Stoke Lane, Little Stoke Lane and various side roads with the introduction of a 20mph zone using traffic calming measures.

It is proposed to implement additional traffic calming measures on Stoke Lane, Little Stoke Lane and the various side roads. The proposed features are; speed tables, speed cushions, additional speed limit signing and road markings. Furthermore, there is a proposal for a 20mph zone and pedestrian dropped crossings.

The Clerk was requested to respond to the online consultation objecting to the proposals owing to several areas of concern discussed at the meeting. These concerns included a major road closure taking place nearby for a lengthy period and enough traffic calming already in place on Little Stoke Lane. It is understood that a review meeting for South Gloucestershire Council Members to discuss responses to the consultation will be held later in July 2019. **Action – Clerk**

Amendment to Community Infrastructure Levy Regulation 123 List – South Gloucestershire Council wish to include Highways Maintenance within the Community Infrastructure Levy Regulation 123 List to allow them the allocation of CIL receipts on Highway Maintenance. The Parish Council unanimously supported this amendment and the Clerk will respond accordingly.

Action - Clerk

StreetCare Satisfaction Survey – South Gloucestershire Council’s StreetCare department provides a wide range of services including waste collections, maintaining the roads and pavements, street lighting and winter maintenance. The Council are currently asking residents for feedback on these services. The survey takes 5-10 minutes to complete, and anyone seeking support or assistance should liaise with the Parish Office regarding accessing the survey online or require hard copies. Hard copies are also available in South Gloucestershire libraries.

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554. TO RECEIVE UPDATES FROM SOUTH GLOUCESTERSHIRE COUNCIL MEMBERS

Cllr Keith Cranney – KC advised there were lots of training courses and committee meetings starting to take place for South Gloucestershire Members.

Cllr Brian Allinson – BA advised he was busy in his capacity as Chair of South Gloucestershire Council and was currently undertaking a large volume of civic commitments on behalf of the Council.

Cllr Ernie Brown – No updates.

Cllr James Arrowsmith – Not in attendance and no updates provided.

555. TO COMMENT ON PLANNING APPLICATIONS FOR CONSIDERATION FROM SOUTH GLOUCESTERSHIRE COUNCIL: -

- a. **P19/3659/F** - 41 Simmonds View Stoke Gifford Bristol South Gloucestershire BS34 8HQ - Installation of air conditioning unit to first floor side elevation. **No Objection** (Concerns were expressed regarding noise and it was suggested that consideration should be

given to some form of noise attenuation on site. The citing of the actual air conditioning unit itself was also a concern shown near the neighbouring property).

- b. **PT17/5810/RM** - Land At Harry Stoke Harry Stoke Road Stoke Gifford Bristol South Gloucestershire BS34 8QQ - Erection of 763 dwellings, community building, nursery and retail units with parking, landscaping and associated works. (Approval of reserved matters to be read in conjunction with outline planning permission PT06/1001/O). Councillors continued to express concerns about the lack of infrastructure for the proposed site. BA was unhappy at the way in which the application in general had been handled and was dissatisfied in the way documents had been uploaded to the portal, and the communication in general provided to residents. Members of the public expressed their dissatisfaction to the application stating that they felt the design code was not being adhered too. Other matter raised related to issues with surrounding roads and access, the rural edge, and general timescales for residents to respond to documents.
- c. **P19/5556/F** - 13 Bush Avenue Little Stoke Bristol South Gloucestershire BS34 8LY - Erection of two storey side extension to form garage and additional living accommodation. (Amendment to P19/2811/F). **No Objection**
- d. **P19/6024/PDR** - 16 Dighton Gate Stoke Gifford Bristol South Gloucestershire BS34 8XA - Erection of a single storey conservatory to form additional living accommodation. **No Objection**
- e. **P19/6003/PDR** - 2 Brackenbury Drive Stoke Gifford Bristol South Gloucestershire BS34 8XD - Erection of a single storey side extension to form additional living accommodation. **No Objection**
- f. **P19/6156/F** - 49 Bush Avenue Little Stoke Bristol South Gloucestershire BS34 8NE - Erection of single storey side extension to form attached garage. **No Objection**
- g. **P19/6160/F** - 32 Highfields Close Stoke Gifford Bristol South Gloucestershire BS34 8YB - Erection of a two storey side extension to form garage and additional living accommodation with new vehicular access. **No Objection**

556. PARISH COUNCILLORS POINTS

Parks and Open Signage – MB asked for an update relating to new signage across the parks and open spaces. The Clerk stated that quotations were currently being sought for consideration at the Recreation and Leisure Committee on Tuesday, 16th July 2019.

Meeting Venues – SW advised he had been investigating the possibility of the UWE hosting some future meetings on site at the campus. Councillors agreed that it would be good to find some alternative cost-effective meeting venues through the wider Parish of Stoke Gifford. **Action - SW**

Stoke Gifford Journal – SW raised concerns about this publication not being

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made available to resident in Cheswick. The Clerk stated he would liaise with the editor of this publication to see if this would be possible in the future.

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Action – Clerk

Royal Park – PR mentioned a small area within Royal Park that could be developed. It was agreed that a site meeting would be arranged with the Head Groundsperson to discuss this matter further. **Action – PR**

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557. NEXT MEETING – 7pm Tuesday, 9th July 2019

558. CONFIDENTIAL ITEMS

To resolve, by the nature of the sensitivity of items to exclude the press and public [*Public Bodies Admissions to Meeting*].

Signed _____ Dated _____
K Cranney (Chair)
On behalf of Stoke Gifford Parish Council