



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 8<sup>th</sup> September 2020 at 7pm Via Zoom

Ref:

#### 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 E Brown [Chair], D Addison, B Allinson, M Brown, J James, Matt Lavis, D Pembury, P Reich, A Shore and Simon Waters.

In attendance was J Rendell [Parish Clerk] and three local residents.

1	<b>Welcome and Apologies for absence</b>	<b>ACTION</b>
	<p>The Clerk, John Rendell welcomed all present to the online virtual meeting.</p> <p>Apologies were received from Councillors Keith Cranney, and it was noted that Councillors Brian Allinson and Simon Waters will arrive slightly later in the meeting.</p>	
2	<p><b>TO RECEIVE NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST</b></p> <p>Councillor Ernie Brown declared he was on South Gloucestershire Planning Committee. Councillor David Addison declared he was Chair of the Stoke Gifford Trust Committee.</p>	
3	<p><b>APPLICATIONS FOR DISPENSATIONS BY COUNCILLORS</b></p> <p>None received.</p>	

<p>4</p>	<p><b>PUBLIC SESSION</b> – 3 members of the public were present during the meeting to observe proceedings.</p> <p><u>Parish Annual Newsletter</u> - a local resident acknowledged the recent Parish Council Annual Newsletter that was delivered to 6,000 households within the Parish and would like to see the Newsletter delivered to properties in Harry Stoke and Cheswick Village. The Clerk John Rendell is looking into identifying all households falling under the remit of Stoke Gifford Parish Council (as the area is divided) and then hopes to source the distribution.</p> <p><u>Public meetings</u> – a local resident raised concern that not all residents are confident on joining meetings via Zoom and concerned that residents will lose interest going forward. The resident wanted to see the Parish Council hold the meetings back in the Community Hall despite the current pandemic being on the increase. Is there an option where meetings can be held either face to face or via zoom? Councillor Ernie Brown has discussed this in great depth with the Parish Clerk and looked through Government Guidelines and up to date Law regarding meetings being held in Public buildings and the wearing of face masks. South Gloucestershire Council meetings are not currently being held face to face and as far as we know all Parish and Town’s continues to hold virtual meetings. Until such time the Parish are confident that meetings can be held safely at the Community Hall, we will continue to hold meetings via zoom. The Clerk will investigate the possibility of streaming meetings in the future where residents can view the meeting from a distance.</p> <p><u>Planning Application, Land South of 1 Harry Stoke Road Stoke Gifford</u> – a local resident was pleased to hear the Parish has asked for an extension to the expiry date of this Planning application so it can be discussed appropriately at the next Planning Committee meeting as it is a controversial application.</p> <p><u>Meade Park Castle</u> – a resident has noticed the play equipment structure has started to rot quite badly and become very worn. The resident offered some materials that he felt would work help support the structure. Councillor Ernie Brown informed members daily checks are ongoing where the play equipment is being monitored closely, and we are awaiting the inspection report from the Play Inspection Company where we will be guided on the recommendations.</p> <p><u>Filton Voice</u> – a resident recently noticed in the Filton Voice; Councillor Andrew Shore had been congratulated on his input/ actions on a controversial local Planning application. The resident was disappointed in the Parish Chair who he felt undermined Councillor Andrew Shore at a recent meeting. The Parish Chair responded he did not undermine Andrew Shore but voted in favour of revised rules in line with his request. The Parish now have more say on the applications than before.</p>	
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	<p><u>Uneven pathway</u> - a local resident informed members the pathway running between Maple Close and the Gallivan Fields is in a very poor state and is in need of repair. Councillor Mike Brown has chased this work with South Glos Council and will follow up after the meeting.</p> <p><u>Station Road</u> – overgrown shrubbery requires attention and needs a cut back keeping the pathways clear from the Station to the Refuse site. Councillor Ernie Brown will make contact with Mark King at Streetcare and chase the work.</p> <p><u>Changing room flooring</u> - a resident acknowledged the recent works to the changing rooms flooring and feels the cost should be added to the rectification works resulting from the new extension build project. Councillor Ernie Brown has confirmed we will be adding the amount to the rectification works total.</p> <p><u>Jurassic Park</u> – a resident explained the history behind the design and build of the play space and remains disappointed with the personnel involved in the install. Problems continue with flooding playing a big part with the play equipment, but many local residents continue to use the area.</p> <p><u>Vandalism being acknowledged/ published</u> – a resident was pleased to see that information on vandalism is being reported in the media as this has not always been the case. Councillor Brian Allinson would like to see this continue and even mention costs where possible.</p>	
5	<p><b>TO APPROVE THE LAST FULL COUNCIL MINUTES DATED TUESDAY, 14<sup>th</sup> JULY 2020, AND TO DISCUSS ANY MATTERS ARISING</b>  <u>Accuracy</u>                  The minutes dated Tuesday, 14<sup>th</sup> July 2020 were agreed as an accurate record proposed by Councillor Mike Brown, and seconded by Councillor Andrew Shore, carried.</p>	
6	<p><b>TO APPROVE THE EXPENDITURE AND GENERAL ACCOUNTS FOR JULY 2020</b>                  The Clerk tabled financial correspondence for July 2020 which included payments totalling £42,579.92 for the Co-Operative general account, with a cash book balance of £93,437.76. Expenditure for the Stokes Youth Centre was £984.49 with a cash book balance of £21,391.44.</p> <p>Council noted the expenditure and bank balances for all accounts for July 2020 which were unanimously approved, proposed by Councillor Simon Waters, and seconded by Councillor Dave Addison, carried.</p> <p>Councillor Brian Allinson noted that he would like to see both male and female toilets improved, and the Parish Council prioritise this work. Council agreed to refurb the ladies toilets but put on hold the gents until later in the financial year.</p> <p>Councillor Ernie Brown reminded Councillors that half of the 3G lights were updated to energy efficient LED lights, and urged members to</p>	Clerk

	<p>complete the works and install the other half. The courts are currently extremely popular, and we should continue to invest in this asset. This job is in the 5 year plan and we will proceed with the work.</p>	
7	<p><b>TO RECEIVE UPDATES REGARDING THE MANAGEMENT OF THE NEW Highbrook Park Community Centre in Harry Stoke</b></p> <p>Councillor Dave Addison informed members a meeting had taken place with working group and SGC, where the Parish presented SGC with a business case requesting support from SGC to help towards the initial set up. Councillor Addison informed members we would hope to make profit by year 3 on the business plan and we have asked SGC to confirm the number of dwellings that would be occupied at the point of taking over the facility.</p> <p>Councillor Brian Addison informed members he does not feel it right to investigate Councillor MAF funding to contribute towards such a large project.</p>	
8	<p><b>CASUAL VACANCY IN UNIVERSITY WARD</b></p> <p>The Parish Clerk informed members that no requests have been received by the Returning Officer to fill the vacancy, the Parish Council are now at liberty to fill the vacancy by co-option.</p> <p>Members were keen for the new candidate to have close links with the immediate areas, Councillor Simon Waters will visit the University to see if anyone would be interested and advertise the vacancy.</p>	SW
9	<p><b>INSTALLATION OF A CCTV CAMERA AT MEADE PARK</b></p> <p>Following a speight of vandalism on site a CCTV security camera has been installed to help prevent further issues going forward. CCTV signage has also been erected.</p>	
10	<p><b>TO RECEIVE UPDATES FROM PARISH COUNCIL COMMITTEES AND TO CONSIDER EXPENDITURE AS REQUIRED RELATING TO BUDGETS/ EXTERNAL FUNDING</b></p> <p><u>Citizens Advice Funding</u> – the Parish Clerk informed members that CAB are unable to provide a service to local residents with no funding stream available from the Parish Council. They continue to run a telephone service, but resources will be put into other areas where funding allows. Councillor Ernie Brown highlighted the importance of such a service being provided to the local people and would like to see if Council can support the service either through Councillor MAF funding or via Parish Council budget. Parish Clerk will contact CAB directly to see if they are interested in starting up face to face meetings on site again and the costs required for the remainder of the financial year. The Council agreed CAB would be funded by the Council precept.</p> <p>Councillor Brian Allinson informed members that the Cadets have shown interest in holding their sessions at The Stokes Youth Centre as their current location is under threat. They continue to liaise with the Parish Council Office</p>	Clerk

11	<p><b>TO DISCUSS AND COMMENT ON CURRENT SOUTH GLOCESTERSHIRE COUNCIL CONSULTATIONS</b></p> <p>Councillor Ernie Brown was pleased with the Annual Newsletter and has received many compliments. It was the first newsletter delivered to households since 2013 and this should continue on an annual basis, with the inclusion of Harry Stoke and Cheswick Village.</p> <p>Parkway bridge restrictions continue with no further updates from SGC.</p>	
12	<p><b>TO RECIEVE UPDATES FROM SOUTH GLOCESTERSHIRE COUNCIL MEMBERS WITHIN THE PARISH OF STOKE GIFFORD</b></p> <p>Councillor Ernie Brown informed members that an application for 14 Hambrook Lane has been called in and will be discussed at Parish level at the Planning meeting in September.</p>	
13	<p><b>TO COMMENT ON PLANNING APPLICATIONS RECEIVED FROM SOUTH GLOCESTERSHIRE COUNCIL FOR THE PARISH</b></p> <p>NONE</p>	
14	<p><b>COUNCILLOR POINTS</b></p> <p>Councillor Mike Brown expressed his concerns with the build on Rossall Avenue. Although the contractor has had many visits from SGC no further actions have been adhered to with regards to land grabbing, bonfires, and repair works to the entrance ground.</p> <p>SGC seem to have missed an area of grass cutting between Braydon Avenue and Little Stoke Lane. Parish Clerk to chase</p>	
15	<p><b>CONFIDENTIAL ITEMS</b></p> <p>To resolve, by the nature of the sensitivity of items to exclude the press and public [<i>Public Bodies Admissions to Meeting</i>].</p> <p>Councillor Ernie Brown would like to see input into the Policies &amp; Procedures File the following: Entry to Parish Council Office for members of staff and Council Members only. Members of the public are welcome by invite only.</p> <p>In light of Covid 19 pandemic, Councillor Ernie Brown would like to add the following into staff Terms &amp; Conditions: If a member of staff is to take holiday to a country where quarantine is in place then the period of quarantine is to be taken as unpaid leave.</p>	

Meeting closed 21:40.

Signed \_\_\_\_\_

Date \_\_\_\_\_

E Brown (Chair)

On behalf of Stoke Gifford Parish Council