



STOKE GIFFORD

PARISH COUNCIL

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STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 8th February 2022 at 19:00

at Stoke Gifford Retirement Village, Stoke Gifford, Bristol, BS16 1YF

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, S Bandcroft, M Brown, K Cranney, J Henshaw, A Hyde, T Jones, P Reich, A Shore.

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

1	Welcome and apologies for absence. The Chair, Councillor Ernie Brown welcomed all present to the meeting. Apologies were received from Councillor David Pembury	
2	To receive notification of any member's personal or prejudicial interest. -Councillor Ernie Brown declared he is on South Gloucestershire Planning Committee, Stoke Gifford Trust Committee and Avon & Fire Authority. -Councillor David Addison declared he is Chair of the Stoke Gifford Trust Committee. -Councillor Sue Bandcroft declared she is the Chair of Forty Acres recreational space. -Councillor Trevor Jones declared an interest in planning application 14 (a) on the agenda and therefore will not vote. South Gloucestershire, Winterbourne Parish Council, Wallscourt Farm Academy, Governor of Frenchay Primary School. -Councillor Keith Cranney advised he is a member of the SGC Regulatory Committee and a Bradley Stoke Town Councillor.	

<p>3</p>	<p>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</p> <p>Five residents were in attendance.</p> <p>The Stoke Gifford Journal editor asked members if the village fete is taking place this year. Councillor Dave Addison (Chair of Trust Committee) confirmed that the fete will be taking place on Friday 3rd June 2022, and preparation for the event is currently underway. Once further details are confirmed the Trust Committee will advertise locally.</p> <p>A local resident asked for the thoughts of the Parish on the Cheswick and Stoke Park boundary potentially being moved away from Stoke Gifford Parish Council. The Chair, Councillor Ernie Brown confirmed that SGC had carried out a consultation and the stance of the Parish is that we would like to see the area remaining within the Parish Council boundary. There is a governance review being held later this week at SGC. This matter is due to be discussed.</p>	<p>K Cranney to report to the Clerk following the Governance meeting</p>
<p>4</p>	<p>To approve the minutes of the last Full Council meeting dated Tuesday 11th January 2022 and discuss any matters arising.</p> <p>The minutes dated Tuesday 11th January 2022 were agreed as an accurate record proposed by Councillor Dave Addison, seconded by Councillor Mike Brown, unanimously carried.</p>	
<p>5</p>	<p>To approve the expenditure and general accounts for January 2022.</p> <p>The Clerk tabled financial correspondence for January 2022 which included payments totalling £23,016.81 for the Co-operative general account, with a cash book balance of £327,114.10.</p> <p>A discussion was held, and Council noted the expenditure and bank balance for the accounts for January 2022 which were unanimously approved and proposed by Councillor Sue Bandcroft, seconded by Councillor Tony Hyde, carried.</p>	
<p>6</p>	<p>Stoke Gifford Trust Ground – Ownership of the land.</p> <p>The Chair, Councillor Ernie Brown informed members the Trust land was left in trust to the Parish Council by four trustees, Mr Collins, Brimble, Hewitt and Shergold.</p> <p>In 1951 the trustees set a deed of declaration in two parts:</p> <p>1 – the asset is left to hold by the Parish Council for the purpose of playing fields for use of club’s societies and organisations.</p> <p>2 – the general management and control of the trust premises is left to a management committee known as the Trust Committee.</p> <p>The trust deeds clearly describe the usage, management, and trustees of the trust premises.</p> <p>In the 1980’s the Trust Committee became a charity unincorporated with the committee members becoming charity trustees.</p> <p>Over the past ten years the Trust Committee have questioned the trust deeds and land ownership.</p>	

	<p>In 2014 the Parish Council sought legal advice who confirmed the Parish Council as being the trustees of the asset and the trust committee responsible for the management of the asset.</p> <p>In 2021 the Trust Committee sought legal advice about changing from charity unincorporated to incorporated and land ownership.</p> <p>The summerysummary of the legal response states:</p> <p>It should not be shown to the Parish Council</p> <p>Parish Councillor on the committee must give priority to the trust and not council.</p> <p>Parish Councillor needs to leave the meeting when land or deeds are discussed.</p> <p>To become incorporated they will need to become trustees of the asset.</p> <p>Options:</p> <ul style="list-style-type: none"> - Do nothing - Become incorporated - Set up a limited company <p>The Parish Council also took advice from NALC which said if the charity became incorporated, they would become the trustees of the asset and trust deeds.</p> <p>This would not only go against the Trust Deeds but also the wishes of the initial four trustees.</p> <p>To avoid further funding of legal teams The Chair, Councillor Ernie Brown wanted to confirm in these minutes the Parish Council are the legal trustees of the asset and with the Trust deeds being the governance.</p> <p>Councillor Brian Allinson informed all present that in general the relationship between SGPC and the Trust Committee is very good and is keen to inform everyone this is the case. The trust does a very good job managing the site offering such a valuable service to the local residents.</p> <p>The Chair, Councillor Ernie Brown suggested to Councillor Dave Addison (Trust Chair) that it might be a good idea for representatives from both parties to get together and look through the deeds to possibly update as they are now extremely old and dated. Councillor Dave Addison noted the suggestion and will take back to the Trust Committee.</p>	
7	<p>Update on Brooklands Park Community Hall.</p> <p>Councillor Dave Addison informed members a meeting had taken place with SGC and a further meeting has been confirmed for 2nd March 2022 where SGC and building contractors will present the plans officially to the Parish Council. This will be a good opportunity for members to attend and look through the finalised plans for the build, ideas for funding and information on utilities.</p> <p>On the 19th April at Full Council, SGC will formally attend the meeting to present the proposal of Stoke Gifford Parish Council taking over the management and operation of</p>	

	<p>Brooklands Park Community Hall. Members have been keen for an air sourced heat pump to be installed and at this stage this looks like it has been included. The Parish Council business plan continues to be tweaked where necessary and figures are looking favourable for the Parish Council to take on the ownership and break even before year 3. Councillor Trevor Jones raised a question on the ownership of the proposed MUGA due to be situated near the Community Hall. As this facility doesn't fall within the ownership of the Community Hall no discussions have taken place regarding the MUGA. The Clerk will enquire into the proposed management of the MUGA facility. The Chair, Councillor Ernie Brown asked the Clerk to contact SGC to see if the meeting scheduled on 2nd March can be held face to face as opposed to a Teams Virtual meeting.</p>	
8	<p>Possible Foodies Festival to be held at Little Stoke playing fields – May 2022</p> <p>Parish Clerk has received a request to hold the Foodies Festival on the grounds of the Little Stoke Playing fields in May.</p> <p>The dates we are looking for are May 20,21,22 2022 with build-up dates May 17,18,19 and breakdown May 23.</p> <p>Foodies Festival is a family friendly festival which is a celebration of good quality food and with top chefs doing demos across the weekend. Features include Chefs Theatre, Cake Theatre, Kids Cookery theatre, live music stage, artisan market, street food and shopping village.</p> <p>The opening hours of the event are 11.00 - 21.00 and we find that visitors come and go throughout the day so we would look at levels of around 2,000 on Friday and 4,000 on Saturday and Sunday.</p> <p>As discussed, we are completely self-contained and bring in our own Health and Safety, Site manager, electricians, tents etc We have 19 years' experience of running the festivals.</p> <p>We would take care of all licensing requirements and once we had the go ahead form council would speak to South Glos Licensing and Food Safety team.</p> <p>We contact local residents in advance of the festival and give those in close proximity free tickets to attend.</p> <p>As discussed, we will encourage visitors to come by public transport and the car park at Rolls Royce looks like a good option.</p> <p>The festival is built on May 17 & 18 including fencing, marquees, electrics, plumbing and stages. On May 19 the exhibitors arrive, and the event runs May 20,21,22. Exhibitors leave on the evening of May 22 and then the event is derigged on May 23.</p> <p>Councillor Mike Brown believes this would be an excellent idea and a really good opportunity for the Parish to be able to hold such an iconic festival. Following a discussion Councillor Mike Brown proposed to proceed subject to the</p>	

	<p>event management team agreeing with Rolls Royce to accommodate the car parking during the course of the event, seconded by Councillor Pauline Reich, unanimously carried.</p>	
9	<p>To approve South Gloucestershire Council to carry out the Parish Council Internal Audit Services from April 2022 - 2025</p> <p>The Clerk informed members that SGC carry out the internal audit and the current 3-year deal is about to expire. SGC have submitted full details to hold the internal audit of the Parish Council services from April 2022 – April 2025. Members were pleased to receive the detail and Councillor Brian Allinson proposed to accept the quotation for SGC to continue to carry out due diligence, seconded by Councillor Keith Cranney, unanimously carried.</p>	
10	<p>Community Hall hire rate (indoor room hire) from April 2022.</p> <p>The Clerk presented the hall hire rates for 2021/22. Officers have carried out research on neighbouring Councils and Community Halls and found the current room hire costs to be competitive. The only area we have noticed that can be altered is the cost of half a hall hire where we can increase the rates from £11.25 to £15.00 per hour. This will bring into line the cost to hire the meeting room, half a hall and café area.</p> <p>Following discussion Councillor Brian Allinson proposed acceptance of the changes, seconded by Councillor Keith Cranney.</p>	<p>Clerk implemented hall hire charges from April 2022.</p>
11	<p>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</p> <p><u>Finance</u> Councillor Dave Addison advised finances are very healthy as we approach year end. The Trust Ground are having a few issues on site with trees and cricket netting, but this is being dealt with by the Trust Committee.</p> <p><u>Recreation and Leisure</u> Councillor Mike Brown informed members the timber bridge at Forty Acres has perished and is beyond repair. The Clerk and Chairs of Committees have been liaising with local contractors on a replacement bridge to be installed as soon as possible. The Parish Council have this work added to the five-year plan due to take place during 2022/23 but accepts this work needs to be carried out urgently so the work will be carried out as soon as the contractor is able.</p> <p>We continue to receive many compliments on the condition of the parks and recreational spaces managed by the Parish Council.</p> <p><u>Planning and Transportation</u> Councillor Andrew Shore noted that: -190 North Road planning application that was rejected by Parish Council recently, has been passed by SGC. -70 Hercules Close was objected by the Parish Council and has gone to SGC. -Hatchett Road access is still being discussed by SGC.</p>	<p>Replaced March 2022.</p>

	<p><u>Full Council</u> Nothing to report</p>	
12	<p>To discuss and comment on current South Gloucestershire Council Consultations.</p> <p>Councillor Keith Cranney highlighted the statutory notice on the bus lane on Gipsy Patch Lane - Cribbs Patchway Metrobus Extension - Proposed Bus Lanes.</p> <p>The Chair, Councillor Ernie Brown mentioned the Hambrook lights consultation is still up and running.</p>	
13	<p>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</p> <p>The Chair, Councillor Ernie Brown updated members on recent ASB that continues to take place in the Cheswick and Stoke Park area. The police were invited to attend the meeting and give an update however staff shifts didn't allow a presence on this occasion. They have informed members that investigations and monitoring continues, and the Police will continue to deal with local residents on these issues.</p>	
14	<p>To receive Planning applications from South Gloucestershire Council</p> <p>a) <u>P22/00342/TRE– 10 Charles Avenue, Stoke Gifford, BS34 8LW</u> <i>Works to 1 no. Norway Maple crown lift to 4.5m and light reduction up to 2m covered by TPO 06/01 dated 14 March 2011.</i></p> <p><i>Councillor Trevor Jones declared an interest and will not vote.</i> Councillor Dave Addison proposed no objection to this application; seconded by Councillor Keith Cranney, unanimously carried.</p> <p>b) <u>P22/00347/PDR – 37 Simmonds View, Stoke Gifford, South Gloucestershire, BS34 8HQ.</u> <i>Erection of replacement rear conservatory.</i></p> <p>Councillor Andrew Shore proposed no objection, seconded by Councillor Dave Addison, unanimously carried.</p> <p>c) <u>P22/00406/F – 29 The Close, Little Stoke, South Gloucestershire BS34 6JS.</u> <i>Erection of a single storey rear extension to form additional living accommodation</i></p> <p>Councillor Keith Cranney proposed no objection, seconded by Councillor Andrew Shore, unanimously carried.</p>	
15	<p>Any other business relevant to this committee.</p> <p>The Chair, Councillor Ernie Brown informed members the office has received a request for funding support from Heart Heroes covering the cost of room hire at Little Stoke Community Hall.</p> <p>This is something Councillor Ernie Brown would like to see supported and will fund the requested amount of £666.00 through Councillor MAF.</p> <p>Councillor Brian Allinson applauds the Chair for supporting such a valuable service and believes the community group will benefit many local residents.</p>	<p>The Clerk to get Heart Heroes contacted with the Chair to complete MAF Forms</p>

	Many Parish Councillors received an email from a local resident asking for a mirror to be installed on Hercules Drive where an accident took place recently and the resident highlights a blind spot which was the cause of the incident. Councillor Mike Brown will report this request into SGC and members will respond to the resident acknowledging the request.	Mike Brown contact SGC
16	CONFIDENTIAL ITEMS. To resolve, by the nature of the sensitivity of items to exclude the press and public [<i>Public Bodies Admissions to Meeting</i>]. None	
17	Date of next meeting: Tuesday 12 th April 2022 at 19:00 at Little Stoke Community Hall.	

Meeting closed 20:45

Signed: _____

Date: _____

E Brown (Chair)

On behalf of Stoke Gifford Parish Council