



STOKE GIFFORD

PARISH COUNCIL

Community Hall, Little Stoke Lane, Little Stoke, Bristol, BS34 6HR

Tel: 01454 865202

Email: clerk@stokegifford.org.uk

Web: www.stokegifford.org.uk

STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 12th April 2022 at 19:00

at Little Stoke Community Hall, Little Stoke Lane, Bristol, BS34 6HR

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, K Cranney, A Hyde, T Jones, D Pembury, P Reich, A Shore.

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

1	Welcome and apologies for absence. The Chair, Councillor Ernie Brown welcomed all present to the meeting. Apologies were received from Councillors Mike Brown, and Jacqueline Henshaw.	
2	To receive notification of any member's personal or prejudicial interest. <ul style="list-style-type: none">▪ 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.	

3	<p>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</p> <p>Four residents were in attendance.</p> <p>A local resident attended a meeting recently at Patchway train station enquiring about the mosaics that are yet to be reinstated on site. It was confirmed they have them in stock and haven't put them back as yet as they would get weathered. They are looking to reinstate the mosaics and happy to liaise with the Parish Council on a suitable location going forward.</p> <p>A local resident has noticed the Parish Council were carrying out some building works to the roof on the Community Hall and had hoped the roof would have lasted longer than three years. The Chair, Councillor Ernie Brown mentioned that due to recent storms the roof on Stokes Community Hall had completely peeled back needing some urgent action (approved via SGC) and the changing rooms at the Community Hall were under water affecting the building fire alarm and security. The work taking place is warranted with a guarantee for 25 years.</p> <p>A local resident had concerns with decisions being made by SGC planning officers and various works being carried out retrospectively.</p> <p>A local resident had been in communication with the local Journal and wondered if the Parish Council could further support its operation during these difficult financial times. The Chair, Councillor Ernie Brown noted there are other media outlets and the Parish currently support the service by paying for space within the monthly edition. The Chair asked the Parish Clerk to arrange a meeting with the editor of Stoke Gifford Matters, the Chair, the deputy, and Parish Clerk.</p> <p>A local resident has acknowledged a lamp post that needs replacing near the Rabbit roundabout. Councillor Trevor Jones has noted this work and will take action.</p>	Clerk contacted SH 14/04/22
4	<p>To approve the minutes of the last Full Council meeting dated Tuesday 8th February 2022 and Finance & General Purpose for March 2022.</p> <p>The Full Council minutes dated Tuesday 8th February 2022 were agreed as an accurate record (with two minor typos) proposed by Councillor Dave Addison, seconded by Councillor Trevor Jones, unanimously carried.</p> <p>The Finance and General-Purpose minutes dated Tuesday 8th March 2022 were agreed as an accurate record proposed by Councillor Tony Hyde, seconded by Councillor Andrew Shore, unanimously carried.</p>	
5	<p>To approve the expenditure and general accounts for March 2022.</p> <p>The Clerk tabled financial correspondence for March 2022 which included payments totalling £15,000.88 for the Co-operative general account, with a cash book balance of £303,274.96</p> <p>The Clerk also tabled financial correspondence for the Lloyds bank account totalling £297,597.73</p> <p>A discussion was held, and Council noted the expenditure and bank balance for the accounts for March 2022 which were unanimously approved and proposed by Councillor Trevor Jones, seconded by Councillor Keith Cranney, carried.</p>	
6	<p>Update on Stoke Gifford Trust Ground – Ownership of the land.</p> <p>The Chair the Trust Committee, Councillor Dave Addison updated members on the current situation where committee members are concerned they would be held liable</p>	

	<p>in the event of a fatality or funding disaster. The committee continue to seek legal advice on the best way forward and will continue to keep the Parish Council updated.</p> <p>Councillor Brian Allinson acknowledged the good management of the facility and work being carried out by Councillor Dave Addison and the secretary who continue to carry out the work voluntarily.</p> <p>The secretary has recently handed in her notice and the committee are currently working on a replacement.</p>	
7	<p>Update on Brooklands Park Community Hall. - Amended Business Case</p> <p>Councillor Dave Addison, following a recent meeting with the Committee Chairs and Parish Clerk has now updated the business case for the management and ownership of Brooklands Park Community Hall. The business case is now finalised and ready for approval by the Parish Council and submitted to SGC.</p> <p>The Chair, Councillor Ernie Brown thanked Councillor Dave Addison for his expertise and work carried out on producing the in-depth business case on behalf of the Parish Council.</p> <p>Councillor Ernie Brown continues to liaise with SGC on providing sufficient funding to help with the start-up costs over the first three years. The Parish Council are keen to take over the management of the new building provided SGC are prepared to fund the first three year deficit of approx £150,000.</p> <p>A discussion took place where members and residents shared concerns over the usage of the site (and potential lack of during the start-up period) and utility costs. Members would ideally like further information on the proposed heat pumps being installed.</p> <p>Councillor Dave Addison proposes to proceed to negotiate with SGC with the finalised business case, seconded by Councillor Brian Allinson.</p>	
8	<p>Possible Foodies Festival to be held at Little Stoke playing fields – May 2022</p> <p>Parish Clerk, John Rendell informed members the festival continues to be advertised at Clifton Downs and is seeking confirmation from the event organiser that Little Stoke Playing Fields is no longer required.</p>	<p>Clerk chased organiser 14-04-2022 no longer required.</p>
9	<p>Receive Year-End Audit report, and Chair to sign off amended Standing Order, Annual Return, Annual Governance Statement and Accounting Statement for 2021/22.</p> <p>The Parish Clerk is pleased to report the results of the first part of the 2021/22 audit. The assessor deemed the Parish Councils appropriateness of the financial control procedures operated in the Council as 'High Standard'.</p> <p>Systems and processes are excellent providing good assurance. Significant strengths have been identified and are to be commended. Any recommendations made will serve to further strengthen existing arrangements.</p> <p>It was noted the procurement threshold for tendering had increased in January 2022 and the Clerk has amended the standing order to reflect this.</p> <p>Councillor Sue Bandcroft thanked the office staff for their efforts and on the excellent result.</p> <p>The Chair, Councillor Ernie Brown duly signed the Annual Return, Annual Governance Statement and Accounting Statement for 2021/22.</p>	

10	<p>Grant Aid request – Little Stoke Ladies Club</p> <p>Members acknowledged the Grant Aid application from Little Stoke Ladies Club requesting funding of £1,500 for a 60th Anniversary celebratory event. Members had concerns with the request and wanted more information before deciding on a decision. Councillor Brian Allinson asked the Parish Clerk to contact the treasurer and seek more information on the purpose of the grant to bring back to the committee.</p>	Clerk
11	<p>Update on Arson attack on SGPC vehicles</p> <p>Parish Clerk, John Rendell praised the work of the local beat team who have kept the Parish Council updated on the investigations on a daily basis. It has been reported recently that two individuals have been arrested and the office continue to liaise with the insurance company on repairing the damaged tarmac and replacement of the two Council vehicles.</p> <p>Councillor Dave Addison acknowledged the time it currently takes to order a new vehicle and proposes the Council place an order for a like for like vehicle at our earliest opportunity in the hope that we receive a replacement before the summer.</p> <p>The Parish Council are currently leasing a vehicle to allow the ground staff to continue its operation at a cost of £30 per day, seconded by Councillor Brian Allinson, proposal unanimously carried.</p>	
12	<p>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</p> <p><u>Finance</u></p> <p>Councillor Dave Addison acknowledged the additional payments for the lease vehicle following the arson attack, and any further payments on top of the Council insurance claim for the replacement vehicles.</p> <p>Recreation and Leisure n/a</p> <p><u>Planning and Transportation</u></p> <p>Councillor Andrew Shore noted there were three planning applications to be discussed this evening, and extensions for the planning applications sought by the Clerk. Nothing to report in terms of expenditure.</p> <p><u>Full Council</u></p> <p>The Chair, Councillor Ernie Brown informed members if they should overturn the planning officers recommendation, they would need to provide proof of planning approval or rejection.</p>	
13	<p>To discuss and comment on current South Gloucestershire Council Consultations.</p> <p>Councillor Keith Cranney noted a removal of a pathway between properties at Maple Close.</p> <p>Councillor Trevor Jones noted a recent Teams meeting regarding the A4174 modification for wider cycle paths.</p> <p>Councillor Ernie Brown noted some road surface improvements at Hercules Close.</p>	
14	<p>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</p> <p>Councillor Brian Allinson is concerned about the lack of white lining on our roads in general throughout SGC.</p>	
15	<p>To receive Planning applications from South Gloucestershire Council</p> <p>Should planning permission be granted, SGPC would request the inclusion of a</p>	

	<p>condition restricting the hours of working (and movement or delivery of machinery or building materials), during the period of construction, to 07:30 – 18:00 Monday to Friday, 08:00 – 13:00 Saturdays and with no working permitted on Sundays or Public Holidays.</p> <p>a) <u>P22/01736/PNH– 51 Smithcourt Drive, Little Stoke, BS34 8NB</u> <i>Demolition of existing conservatory. Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.80 metres, for which the maximum height would be 3.66 metres, and for which the height of the eaves would be 2.81 metres.</i></p> <p>Councillor Dave Addison proposed no objection to this application; seconded by Councillor Andrew Shore, unanimously carried.</p> <p>b) <u>P22/01884/HH – 37 Fabian Drive, Stoke Gifford, South Gloucestershire, BS34 8XL.</u> <i>Erection of single storey rear extension and partial garage conversion to form additional living accommodation.</i></p> <p>Councillor Andrew Shore proposed no objection, seconded by Councillor Dave Addison, unanimously carried.</p> <p>c) <u>P22/01883/HH – 34 Olympus Close, Little Stoke, South Gloucestershire BS34 6JA.</u> <i>Erection of a single storey rear and side extensions and front porch to form additional living accommodation</i></p> <p>Councillor Keith Cranney proposed no objection, seconded by Councillor Sue Bandcroft, unanimously carried.</p>	
16	<p>Any other business relevant to this committee.</p> <p>Councillor Dave Addison thanked the ground staff for collecting some unwanted fly tipping from the trust grounds.</p> <p>Members are receiving various complaints about the way that residents/tenants are leaving out their household waste, with lids being left open and scattered waste on collection dates.</p> <p>Councillor Sue Bandcroft thanked the Parish Clerk for attending the bat hut at the Forty Acres site and securing the area for a third time in a month. Someone appears to be vandalising the padlock and chain and using the unauthorised area. Thanks also to the ground staff who continue to monitor the area.</p>	
17	<p>CONFIDENTIAL ITEMS.</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>	
18	<p>Date of next meeting:</p> <p>Tuesday 10th May 2022 at 19:00 at Little Stoke Community Hall.</p>	

Meeting closed 21:00

Signed: _____

Date: _____

E Brown (Chair)

On behalf of Stoke Gifford Parish Council