



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 10<sup>th</sup> May 2022 at 19:00  
at Little Stoke Social Club, Little Stoke, Bristol, BS34 6DN

#### 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, A Shore.

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

1	<b>Welcome and apologies for absence.</b>  The Chair, Councillor Ernie Brown welcomed all present to the meeting.  Apologies were received from Councillors David Pembury and Pauline Reich.	
2	<b>To receive notification of any member's personal or prejudicial interest.</b> <ul style="list-style-type: none"><li>▪ Councillor Ernie Brown declared he is on South Gloucestershire Planning Committee, Stoke Gifford Trust Committee and Avon &amp; Fire Authority.</li><li>▪ Councillor David Addison declared he is Chair of the Stoke Gifford Trust Committee.</li><li>▪ Councillor Sue Bandcroft declared she is the Chair of Forty Acres recreational space.</li><li>▪ 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.</li><li>▪ Councillor Keith Cranney advised he is a member of the SGC Regulatory Committee and a Bradley Stoke Town Councillor.</li></ul>	

	<ul style="list-style-type: none"> <li>▪ Councillor Jacqueline Henshaw declared she was a member of the Stoke Gifford Trust Committee.</li> <li>▪ Councillor Tony Hyde declared he is Secretary of Stoke Gifford Retirement Village, Residents Association.</li> </ul>	
3	<p><b>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</b></p> <p>Nine residents were in attendance.</p> <p>A local resident was disappointed to see the roof above the changing rooms having extensive work carried out and believes the works are born from poor defective building work at the time of the new extension. The resident understood the work needed doing but feels the parish council should allocate the cost of the work to the original S106 funding. Chair of Finance, Councillor Dave Addison informed all present that the roof work was allocated to EMR to cover this urgent work. Now the work is complete the rooms are being decorated and fire system is being linked back to the building.</p> <p>A local resident believes there are many local people that do not understand fully HMO's and believes SGC are currently rewriting the guidance. The resident thought it would be useful for the parish council to promote this information giving residents a clearer understanding and suggested using the parish noticeboards and/or a report in the local Journal.</p> <p>Chair of Planning, Councillor Andrew Shore will liaise with the Clerk to devise an A4 poster with this information and will add to the parish council website and all 12 notice boards within the parish boundary.</p> <p>A local resident feels the café at the Community Hall is spilling out into the grounds which is detriment to the park scene.</p> <p>A local resident has been liaising with SGC about installing additional trees along New Road. Correspondence has dated back a number of years and is still yet to be rectified. The resident is disappointed with the customer service he is getting from SGC operatives.</p> <p>A local resident has noticed the poor state of white lining on the highways all across South Gloucestershire Council, in particular, Stoke Park, Cheswick Village and Little Stoke. Councillor Ernie Brown asked the Clerk to contact Streetcare.</p>	<p>Liaise with AS and distribute poster</p> <p>Clerk contacted Streetcare 12-05-22</p>
4	<p><b>To approve the minutes of the last Full Council meeting dated Tuesday 12<sup>th</sup> April 2022.</b></p> <p>The Full Council minutes dated Tuesday 12<sup>th</sup> April 2022 was agreed as an accurate record proposed by Councillor Andrews Shore, seconded by Councillor Mike Brown, unanimously carried.</p>	
5	<p><b>To approve the expenditure and general accounts for April 2022.</b></p> <p>The Clerk tabled financial correspondence for April 2022 which included payments totalling £78,493.90 for the Co-operative general account, with a cash book balance of £228,094.86.</p> <p>A discussion was held, and Council noted the expenditure and bank balance for the</p>	

	accounts for April 2022 which were unanimously approved and proposed by Councillor Tony Hyde, seconded by Councillor Brian Allinson, carried.	
6	<p><b>Update on Stoke Gifford Trust Ground – Ownership of the land.</b></p> <p>The Chair, Councillor Ernie Brown reminded members the land is held in trust to the parish council and the Trust Committee continued to look into the running and ownership.</p> <p>Councillor Dave Addison informed all present the 2022 Annual Fate is being held on Friday 3<sup>rd</sup> June and everybody is welcome.</p>	
7	<p><b>Update on Brooklands Park Community Hall.</b></p> <p>The Chair, Councillor Ernie Brown informed members the parish council business case has now been sent to SGC.</p> <p>SGC have confirmed they will cover any deficit for years one to three. The parish council have ensured there is a break clause after year three.</p> <p>Sovereign are a key stake holder funding the project.</p> <p>We have received interest from current hirers at the Little Stoke Community Hall and also from SGC for the provision of youth sessions to be held in the main hall and small meeting room 3 times per week.</p> <p>The Community Hall would be a good resource for the Council, a small but very modern efficient building. Meetings between SGC and the parish council continue.</p> <p>The infrastructure needs to be put in place for the day-to-day management and operation of the Community Hall</p> <ul style="list-style-type: none"> <li>- Part time admin/marketing staff</li> <li>- Caretaker</li> <li>- Security staff</li> <li>- Cleaner</li> <li>- Local volunteer groups</li> </ul>	
8	<p><b>No Mow May initiative by South Gloucestershire Council.</b></p> <p>Parish Clerk informed all present the SGC initiative of No Mow May is currently underway where grass verges and highways will be left uncut to maximise food sources for insects. Not cutting the grass allows wildflowers and other plants to grow which insects love. The Clerk presented all present with documents received from SGC.</p>	
9	<p><b>SGC lamppost upgrade to LED lighting in the parish.</b></p> <p>The Parish Clerk informed all present that SGC will be starting a programme of replacing all the non LED street lighting lanterns with a LED model. The work will start later this year and be introduced gradually over the next 10 years.</p> <p>The Clerk presented all present with documents received from SGC.</p>	
10	<p><b>Update on arson attack and replacement SGPC vehicles.</b></p> <p>The Clerk informed members that two replacement vehicles have been ordered and are due for delivery within the next 10 days.</p> <p>The parish council has received £19,925 for the ISUZU, £9,085 for the Ford Tipper to-</p>	

	<p>talling £29,010 from the insurance claim.</p> <p>The vehicles purchased for replacement:          ISUZU £24,000          Ford Tipper £22,750          Total: £46,750</p> <p>A total of £17,740 has been spent from EMR contingency.</p>	
11	<p><b>Review of office printer contract agreement.</b></p> <p>As the monthly costs for the office printer seem high the Chair of Council asked Parish Clerk for potential options on a more efficient way forward.</p> <p>Parish Clerk, John Rendell presented a quotation from a local company for a contract agreement on a replacement printer for the Parish Council office.</p> <p>SGPC are currently tied in on a 5-year agreement ending 2025.</p> <p>There is a settlement figure for breaking the contract agreement early of £2,235.47. This settlement figure would be included with a 3-year quarterly lease rental with the new company of £375.15.</p> <p>The parish council currently pay a 5-year quarterly lease rental of £255.72. Should members want to run the length of the current, council would continue to pay this price until 2025 and then can agree a new contract with a 3-year quarterly lease rental being approx. £159.32.</p> <p>The Clerk recommended we finish the current contract agreement and go to tender to obtain a more effective and efficient contract agreement in 2025.</p> <p>Councillor Ernie Brown proposed to go with the Clerks recommendation, seconded by Councillor Mike Brown, unanimously carried.</p>	
12	<p><b>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</b></p> <p><u>Finance</u>          Councillor Dave Addison informed members that now the Covid restrictions have ended we hope to get stuck into our maintenance programme and 5-year plan this financial year.</p> <p><u>Recreation and Leisure</u>          Councillor Mike Brown gave full credit to the grounds staff as the grounds remain in excellent condition. Major tree works will be required this year especially along the Mike Gallivan playing fields clearing several dead Ash and Elm trees. The Clerk is obtaining quotes and will report back to council.</p> <p><u>Planning and Transportation</u>          We currently have 4 applications due for discussion at the Planning and Transportation meeting later in the month.</p>	<p>Clerk to obtain quote at appropriate time of year (around nesting)</p>

13	<p><b>To discuss and comment on current South Gloucestershire Council Consultations.</b></p> <p>The Barista Coffee unit at Meade Park is being discussed by SGC licensing. The owner wishes to be ready on site in time for the busy summer period.</p>	
14	<p><b>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</b></p> <p>Councillor Trevor Jones informed all present the community engagement forum meeting is being held tomorrow 11<sup>th</sup> May and everybody is welcome</p>	
15	<p><b>To receive Planning applications from South Gloucestershire Council</b></p> <p>None</p>	
16	<p><b>Any other business relevant to this committee.</b></p> <p>Councillor Sue Bandcroft informed all present the Friends of Forty Acres are meeting this coming Saturday for a Litter Pick Day.</p>	
17	<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>	
18	<p><b>Date of next meeting:</b></p> <p>Tuesday 14<sup>th</sup> June 2022 at 19:00 at Little Stoke Community Hall.</p>	

Meeting closed 22:30

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

E Brown (Chair)  
On behalf of Stoke Gifford Parish Council