



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, 13th June 2023 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 D Addison, S Bandcroft, R Barber, J Brunwin, K Cranny, N Das Gupta, A Hyde, K Marsden, P Richardson, A Shore and M Brown.

In attendance was J Rendell [Parish Clerk] and seven local residents, including a representative from Citizens Advice South Glos, and South Glos Playscheme to talk through Grant Aid applications.

1	Welcome and apologies for absence. The Chair, Councillor Dave Addison welcomed all present to the meeting. Apologies were received from Councillor Brian Mead.	
2	To receive notification of any member's personal or prejudicial interest. <ul style="list-style-type: none">▪ Councillor David Addison declared he is Chair of the Stoke Gifford Trust Committee, a South Gloucestershire District Councillor, and a Bradley Stoke Town Councillor.▪ Councillor Sue Bandcroft declared she is the Chair of Forty Acre & Meade Park recreational space, Southern Brooks Archaeology and Abbeywood Conservation Group SPLATT.▪ Councillor Richard Barber is employed at Mitie and has a spouse employed by Bradley Stoke Town Council.▪ Councillor Jan Brunwin declared an interest in agenda item 6 as an ex-employee of	

	<p>Citizens Advice.</p> <ul style="list-style-type: none"> ▪ Councillor Keith Cranney declared he is a South Gloucestershire District Councillor, a member of Stoke Gifford Community Engagement Forum and Southern Brooks Archaeology. ▪ Councillor Neel Das Gupta declared he was a South Gloucestershire District Councillor, a member of Bristol Durga Puja, The Hindu Temple Bristol, and the Conservative Unionist Party. ▪ Councillor Tony Hyde declared he is Chair of Stoke Gifford Retirement Village Residents Association, representative on the Extracare Charitable Trust, and Chair of Stoke Park & Cheswick Parish and Conservative Unionist party. ▪ Councillor Keiron Marsden declared his wife is a Trustee of The Olympus Academy Trust. ▪ Councillor Brian Mead declared he is Bradley Stoke Town Councillor, Filton Town Councillor, a member of the Trade Union (Unite) and the Co-Operative Party. ▪ Councillor Andrew Shore is Chair of the Planning & Transportation committee. 	
3	<p>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</p> <p>Eight residents were in attendance.</p> <p>Local resident was reading the Stoke Gifford Matters magazine and asked the Clerk why nothing was included from the parish council. The Clerk confirmed information is provided every couple of months.</p> <p>Concerns continue to grow regarding the ever-increasing number of foxes that are breeding, causing much disruption to private households, gardens, household waste, local parks and amenities within the Stoke Gifford boundary. Residents are concerned they are being fed by local residents leading to the foxes becoming more brazen with more visits to private properties and on the Little Stoke playing fields.</p> <p>Councillor Sue Bandcroft mentioned to members that although this is a problem, it is difficult for anyone to manage, and the local parish council are working in partnership with SGC on a local nature plan.</p> <p>The Clerk will make contact with Matt Lipton (Nature plan) and also the Environmental department at SGC to see what can be done to avoid these growing concerns.</p> <p>A resident in Harry Stoke believes it's a good idea to have a notice board in the newly developed Brooklands Park area. Once the community hall is built and the area in operation it was felt the developers may provide one or at least offer some funding towards local amenities.</p> <p>A resident from Gipsy Patch Lane has noticed a large unit that still sits adjacent to the bridge and nearby residents were enquiring as to what its purpose is or whether it is to be removed. Awaiting further information from SGC.</p>	<p>SB/ Clerk</p> <p>Clerk to monitor.</p>
4	<p>To approve the minutes of the last Full Council meeting dated Tuesday 10th May 2023.</p> <p>The Full Council minutes dated Tuesday 10th May 2023 was agreed as an accurate record proposed by Councillor Richard Barber, seconded by Councillor Keith Cranney,</p>	

	unanimously carried.	
5	<p>To approve the expenditure and general accounts for May 2023.</p> <p>The Clerk tabled financial correspondence for May 2023 which included payments totalling £34,940.51 for the Co-operative general account, with a cash book balance of £516,834.58.</p> <p>A discussion was held, and Council noted the expenditure and bank balance for the accounts for May 2023 which were proposed for acceptance by Councillor Tony Hyde, seconded by Councillor Neel Das Gupta, unanimously carried.</p> <p>- Community Infrastructure Levy funding for 2023/24.</p> <p>The Clerk explained to members the CIL Officer from SGC made a mistake when submitting the 2023/24 CIL allocation for Stoke Gifford parish. The funds transferred to the parish included contributions received from the newly formed Cheswick Village & Stoke Park parish. A total payment was paid to the account of £83,552.99 on 28/04/23. An amount of £52,776.81 is to be returned to SGC. Following discussion Councillor Neel Das Gupta proposed approval of the payment £52,776.81 to be transferred back to SGC, seconded by Councillor Richard Barber, a vote was taken, 9 for, 2 abstentions, proposal carried.</p>	
6	<p>Grant Aid requests:</p> <ul style="list-style-type: none"> • Citizens Advice South Gloucestershire <p><i>Councillor Jan Brunwin declared an interest in the Citizens Advice application, as an ex-employee.</i></p> <p>A representative from CASG gave a presentation on the service provided to the residents of Stoke Gifford. Numbers of face-to-face meetings at the Community Hall continues to increase. During the previous year 2022/23 the parish council funded a sum of £7,770 for the provision of two monthly sessions held at the community hall. CASG have requested a sum of £8,080 for the same service during 2023/24. Following discussion members acknowledged the excellent service provided to the local residents especially during these difficult times. Councillor Keith Cranney proposed to offer the full requested amount of £8,080 to ensure the service is provided for the remainder of the financial year, seconded by Councillor Sue Bandcroft, unanimously carried.</p> <ul style="list-style-type: none"> • 1st Little Stoke Scout Group <p><i>Councillor Sue Bandcroft declared an interest in the 1st Little Stoke Scout Group application, as a family member is linked to the group.</i></p> <p>The Parish Clerk informed members an invitation was sent for a representative from the organisation to be present to talk through the application. Unfortunately, there was no one present. Due to this Councillor Dave Addison proposed to defer the application to the Finance and General-Purpose meeting in July in the hope a representative will be present, seconded by Councillor Keith Cranney, proposal carried.</p>	<p>Clerk invited Scout Group to Finance in July.</p>

	<ul style="list-style-type: none"> • South Gloucestershire Playscheme <p>A representative from the organisation was present to talk through the application. The play scheme held during the summer months at Little Stoke Community Hall and Trust grounds, Stoke Gifford are extremely well attended and popular with the local residents. The organisation has sourced additional funding streams covering the less-abled element within the community. Members informed the representative of the recent boundary changes made by SGC where Cheswick Village & Stoke Park have been removed from the parish and formed a parish of its own. Members were keen to see potential funding options pursued with the newly formed parish going forward. The Parish Clerk will pass on the relevant contact details. Following discussion, councillor Tony Hyde proposed to fund the full amount of £5,000, seconded by Councillor Keith Cranney, proposal carried.</p> <p>Councillors acknowledged that over 80% of the Grant Aid allocation has now been spent before the end of Q1 and will continue to monitor this budget closely.</p>	<p>Clerk informed SG Playscheme.</p>
<p>7</p>	<p>Review of 2023 Foodies Festival at Little Stoke Park.</p> <p>The Parish Clerk praised the council for taking a risk and agreeing to let the festival run at Little Stoke Park. It was a relatively large event for the location and surrounding area but along with good event management the event was a success. Approx. 15,000 people attended site over the weekend and the office has received only a few minor issues/ concerns, mainly charging £5 fee for the car park in the Gallivan Fields, parking along Clay Lane & disabled access from disabled car parking bays to the site entrance.</p> <p>Parish Clerk contacted SGC licensing Dept and the Police who both originally shared concerns from when the event was held at the previous location (Clifton Downs), they had operatives/ officers attend site at various times over the weekend and they had no major concerns.</p> <p>Members were disappointed to learn the car parking bays at Gallivan Fields were being charged at a £5 charge. This was never discussed and approved by council, and this must be looked at going forward.</p> <p>Members would still prefer to see a dedicated car parking site, preferably tarmacked, and identified again that a small section of the Rolls Royce car parking area would be the ideal solution for event car parking should the event run again.</p> <p>The Parish Clerk has received a formal request from the Event management team their wish to run the event again in May 2024.</p> <p>Members are keen to ensure all feedback is investigated, addressed and then a formal cost is approved.</p> <p>Councillor Andrew Shore would like to see the Foodies event run again at Little Stoke playing fields in 2024 and proposes the Parish Clerk inform Sue Hitchen and create a tighter contract agreement to include the lessons learned from 2023, seconded by Councillor Tony Hyde, proposal unanimously carried.</p>	

<p>8</p>	<p>Youth provision changes from April 2024.</p> <p>Parish Clerk and Councillor Sue Bandcroft have been liaising with Creative Youth Network as current funding expires in July 2024. This will impact financially on town & parishes across South Gloucestershire.</p> <p>General overview of recent discussions between parish council and current youth provider:</p> <ul style="list-style-type: none"> • Both CYN & SGPC have a commitment to youth provision in Little Stoke, but each face budgetary constraints. Recognise we are all having to do more with less. • Currently CYN match fund our subcontract with Lottery funding, but we are still under funded & Lottery funding only confirmed until July 2024. The more added value from local authority & T&PCs we can bring, can often attract more funding/sustain funds like Lottery. • Intention will be to retain our subcontract from FACE (Lot 1 lead) for delivery from 2024 but it will not be enough to sustain current level of delivery (2 x evening sessions/ 1 detached during the summer). • 1 night of youth provision can cost between £12-15k per annum depending on things like venue/ activities required. Venue hire & staffing are usually the substantial costs. • Both CYN & SGPC would like to explore alternative models for delivery i.e. shipping containers – joint funding bids could be considered (including FACE). CYN would be keen to hear from SGPC what they feel the needs of the area are. • John & Sue to take discussions back to rest of Parish & we'll keep in touch. • Sue will attend session Monday 12th June, 6pm @ Scout Hut <p>Councillor Andrew Shore suggested at some point it will be a good idea to set up a working group to closely link with the youth providers ensuring the council get best value for money providing the best possible service.</p> <p>Following discussion Councillor Dave Addison proposed the Clerk write to CYN and FACE to obtain three quotes to continue providing the same service as currently received and members can discuss the options starting 1st April 2024, seconded by Councillor Sue Bandcroft, carried.</p>	<p>Clerk contact Youth provision, CYN and FACE</p>
<p>9</p>	<p>Quotes for replacement boiler and flue servicing the Changing room building.</p> <p>Parish Clerk informed members the old commercial boiler servicing the many showers within the changing room block has broken down beyond repair. Council replaced the second boiler in 2021 and decided to run the working boiler into the ground, this one has now stopped working and taken out of commission drained and made safe.</p> <p>We have obtained three quotes from reputable local companies for the same specification boiler as installed in 2021.</p> <p>RW Heating - £11,600</p> <p>NL Services SW Ltd - £12,200</p>	

	<p>BD Carter Electrical Ltd - £12,400</p> <p>Job brief:</p> <p>Isolate hot & cold-water services and drain.</p> <p>Disconnect electrical and gas supplies and make safe.</p> <p>Remove existing HWS heater and clear from site.</p> <p>Install new Lochinvar direct fired condensing heater with new flue.</p> <p>Connect onto existing pipework.</p> <p>Fill, vent and commission as per manufacturer instructions.</p> <p>Once installed inspect sign off test and certify.</p> <p>Following discussion Councillor Andrew Shore proposed to proceed with RW Heating and to ensure the work is complete by the start of the new football season, seconded by Councillor Keiron Marsden, unanimously carried.</p>	
10	<p>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</p> <p><u>Planning & Transportation</u></p> <p>Councillor Andrew Shore believes there will be five or six planning applications to discuss at the next committee meeting.</p> <p><u>Recreation & Leisure</u></p> <p>Despite the recent dry spell and no rainfall Councillor Mike Brown acknowledged the good work being carried out by the grounds team as the parks and recreational areas are looking in good condition.</p>	
11	<p>To discuss and comment on current South Gloucestershire Council Consultations.</p> <p>None.</p>	
12	<p>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</p> <p>Councillor Keith Cranney informed members the grounds staff will need to be extra vigilant in the coming weeks and monitor the SGPC bins more closely, whilst SITA Sort-It sites and staff carry out strikes. Household waste services will be affected over the next couple of weeks.</p>	
13	<p>To receive Planning applications from South Gloucestershire Council.</p> <p>None.</p>	

14	<p>Any other business relevant to this committee.</p> <p>Councillor Keiron Marsden has received contact from a local resident having concerns with her drainage and not getting help from the Housing Association.</p> <p>Councillor Neel Das Gupta has received contact from a local resident enquiring about the possibilities of Parkrun returning locally. Parish Clerk confirmed the Junior Parkrun still runs successful at Little Stoke Playing fields.</p> <p>Councillor Keith Cranney highlighted that Bradley Stoke Town Council are linking with Parkrun about holding their sessions at the Bradley Stoke Nature reserve. Should this go ahead we can direct local residents to a more local Parkrun. Councillor Keith Cranney advised Councillor Das Gupta to direct the resident to Bradley Stoke Town Council.</p> <p>Parish Clerk informed members the office staff and Community Hall users have been receiving some anti-social behaviour in recent weeks with the same group of individuals. There is a group of four young men from the ages of 13 and 16 on bikes terrorizing people and interrupting room hire. Parish Clerk continues to link with the Police supplying CCTV footage and taking extra measures in securing the community hall and external areas.</p>	
15	<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> <p>None.</p>	
16	<p>Date of next meeting:</p> <p>Tuesday 12th September 2023 19:00 at Little Stoke Community Hall.</p>	

Meeting closed 21:10

Signed: _____

Date: _____

D Addison (Chair)

On behalf of Stoke Gifford Parish Council