



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 11<sup>th</sup> June 2024 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:

Councillors D Addison, J Brunwin, M Brown, K Cranney, N Das Gupta, A Hyde, K Marsden, P Richardson and A Shore.

In attendance was J Rendell [Parish Clerk] five local residents, three representatives from local organisations to discuss grant aid applications on the agenda and Local Beat Manager PC Liz Ball.

1	<b>Welcome and apologies for absence.</b> The Chair, Councillor Dave Addison welcomed all present to the meeting. Apologies were received from Councillors Sue Bandcroft Richard Barber and Brian Mead.	
2	<b>To receive notification of any member's personal or prejudicial interest.</b> None.	
3	<b>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</b> five residents were in attendance. The Chair, Councillor Dave Addison informed residents PC Liz Ball is present and happy to take any concerns or queries on Police matters in the parish. A local resident who lives in the Little Stoke area is concerned that a local ward Councillor hasn't been active for some time and often not present at meetings. The north ward is very light on cover for local Councillors. Parish Clerk confirmed the last meeting Council-	

	<p>lor Brian Mead attended was in February and Councillor Richard Barber in April 2024.</p> <p>A local resident from Maple Close is concerned the South Glos Council project Livelabs Greenprint is not working efficiently and having a negative impact on local residents. Green spaces that were always cut to a reasonable level are popular with residents for local recreation but are now unusable due to the grass being knee high, and harmful to pets. Green spaces were cut to a reasonable level by SGC six times per year are now being cut far less and this has a detrimental affect to the outlook of the parish. The resident felt SGC should have consulted the local residents to explain the changes and give the residents chance to provide feedback. The Clerk explained the Livelabs Greenprint project was recently brought to the Parish Council and SGPC agreed to not proceed and instead continue with the scheduled six times per growing season. The Clerk is in contact with the Lead Officer at SGC for this project and will pass on the comments made.</p> <p>A resident from Harry Stoke believes SGC have a licensing issue with the depot at Avonmouth where the grass is due to be delivered as part of the project and as it stands is being taken to a depot in Bridgwater.</p> <p><i>The Clerk thanked PC Liz Ball for attending, and she left the meeting.</i></p>	<p>Clerk contacted SGC 12.06.24</p>
<p>4</p>	<p><b>To approve the minutes of the last Full Council meeting dated Tuesday 14<sup>th</sup> May and Annual General Meeting 2024.</b></p> <p>The Full Council minutes dated Tuesday 14<sup>th</sup> May 2024 was agreed as an accurate record, proposed by Councillor Keith Cranney, seconded by Councillor Keiron Marsden, unanimously carried.</p> <p>The Annual General Meeting minutes dated Tuesday 14<sup>th</sup> May 2024 (same evening as Full Council) was agreed as an accurate record, proposed by Councillor Neel Das Gupta, seconded by Councillor Tony Hyde, unanimously carried.</p>	
<p>5</p>	<p><b>To approve the expenditure and general accounts for May 2024.</b></p> <p>The Clerk tabled financial correspondence for May 2024 which included payments totalling £37,993.14 for the Co-operative general account, with a cash book balance of £554,152.59.</p> <p>Council noted the expenditure and bank balance for May, proposed by Councillor Keiron Marsden, seconded by Councillor Keith Cranney, proposal carried.</p> <p>- <b>Grant Aid applications.</b></p> <p>The Clerk presented three Grant Aid applications to members for discussion.</p> <p><b>Little Stoke Ladies Club - £1,000</b></p> <p>Following discussion Councillor Keiron Marsden proposed to approve the full amount of £1,000, seconded by Councillor Mike Brown, a vote was taken, 5 for 4 abstentions, proposal carried.</p> <p><b>Four Towns &amp; Vale link Charity Trust - £1,000</b></p>	

	<p>Following discussion Councillor Keith Cranney proposed to approve the full amount of £1,000, seconded by Councillor Andrew Shore, unanimously carried.</p> <p><b>Citizens Advice South Gloucestershire - £8,708</b></p> <p>Following a lengthy discussion between members and the representative from Citizens Advice, Councillor Penny Richardson proposed to fund the full amount of £8,708 unless Stoke Park &amp; Cheswick (£1,480) and Stoke Lodge &amp; the Common (£610) can contribute towards a proportion of residents the service is available to. If they do then SGPC are to deduct the allocation from the overall fund by the agreed amounts, seconded by Councillor Tony Hyde, a vote was taken 5 for, 4 abstentions proposal carried.</p> <p>The Chair, Councillor Dave Addison asked the Clerk to add an agenda item to July Finance &amp; General Purpose meeting where members can discuss the possibility of a Service Level Agreement for the funding support from SGPC to this worthy and valued service.</p>	
6	<p><b>Update on Brooklands Community Hall.</b></p> <p>Following recent negotiations SGC have informed the parish it is not within the power of SGC to grant the following additional requirements recently requested by members:</p> <ul style="list-style-type: none"> <li>- Provision of a MUGA by Crest Nicholson. This issue would be subject to further negotiation between Major Sites planning team and Crest Nicholson/ Sovereign. There is currently no guarantee that it will ever happen, and the scope of the negotiations are beyond the control of Property Services.</li> <li>- SGC meeting operating costs of the centre until MUGA is delivered.</li> <li>- Sovereign providing a business development officer to assist SGPC. This was discussed as a possibility some time ago (pre-pandemic) but SGC would never be able to agree a 3<sup>rd</sup> party obligation. SGPC could approach Sovereign independently to see if this might be possible, but it cannot be part of any lease arrangement.</li> </ul> <p>There were a number of items within the red line documents requested by SGPC that SGC have turned down.</p> <p>Notwithstanding a full response to our proposed changes, the particular items members would like clarity upon are:</p> <ul style="list-style-type: none"> <li>• 1) Sinking fund - either amount or definitive area of spends - so the way things stand, we would be putting £3k per year aside, whether or not we're running at a loss, and would never get that money back (it would be transferred to any new operator or back to SGC if we handed back operation). You have indicated that you are willing to negotiate the sinking fund. It would be helpful if you could provide more detail, including any proposal you have on this</li> <li>• 2) Operating profit - so any operating profit could only be invested in the Brooklands Community Hall and not any other parish assets or good cause in the parish</li> <li>• 3) Confirmation of break clause – 3 years as requested, not 5 years (lease clause 6)</li> <li>• 4) Detail of proposed batteries being installed including their capacity (kWh)</li> <li>• 5) Our proposed changes to wordings regarding building guarantee periods (lease clause 32)</li> </ul>	Clerk write to SGC.

	<ul style="list-style-type: none"> <li>• 6) Parking provision (our proposed lease clause 36)</li> </ul> <p>The Clerk will respond to SGC requesting clarity on these items in writing before the Finance &amp; General Purpose meeting in July.</p> <p>Councillors wanted to ensure SGPC have exhausted all avenues before making a final decision.</p> <p>Councillor Mike Brown urged members to devote more time on the pressing issues being raised by the Residents Association on the Brooklands Estate and not the Community Hall. The Parish Council have been discussing this for three years now and proposed to stop negotiating with SGC and walk away from the project, seconded by Councillor Keith Cranney, a vote was taken, 2 for 7 against, proposal rejected.</p> <p>Councillor Andrew Shore then proposed SGPC send Grainne (SGC) a response detailing the above concerns seeking a response by 3<sup>rd</sup> July. Members can then have all the answers from SGC from previous documents resulting from recent negotiations, seconded by Councillor Penny Richardson, a vote was taken, 7 for, 2 against, proposal carried.</p>	
7	<p><b>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</b></p> <p><b><u>Recreation &amp; Leisure</u></b></p> <p>Councillor Mike Brown highlighted the changing room building as a priority for works over the coming year. Lighting could be upgraded to LED which would be far more efficient and check all emergency lighting. The Clerk confirmed works are already being undertaken. The mandatory checks are in place (gas and electric) and passed but upgrades are planned for this current financial year. The Clerk reminded members we have the VAT reclaim budget of £11,788 that must be invested back into sports. Using this for the changing room upgrade would fit well.</p> <p><b><u>Planning &amp; Transportation</u></b></p> <p>Councillor Andrew Shore informed members the meeting date for June has been moved forward one week and will now take place on the 18<sup>th</sup> June.</p> <p>We are hoping representatives from SGC will be present to show members the plans for new classrooms at Abbeywood school, along with plans for the SGC Phase 4C – waiting restrictions review.</p> <p><b><u>Finance &amp; General Purpose</u></b></p> <p>None.</p>	
8	<p><b>Microsoft Licences for Councillors (Councillor SGPC email addresses).</b></p> <p>Recently the Parish Council approved for all members to obtain a Microsoft licence which includes having a parish council email address. This will look more professional when members are giving contact details out to members of the public and also a much more</p>	<p>Parish Clerk will arrange with Soltech.</p>

	<p>secure way of working.</p> <p>As District members have their own email addresses all three members are happy to continue using the SGC address, so the remaining active members will require Exchange Kiosk licencing which is accessed via a web browser. Councillors Andrew Shore and Keiron Marsden require the Business Basic licence where office programmes can be accessed on the web browser and mobile apps.</p>	
9	<p><b>To discuss and comment on current South Gloucestershire Council Consultations.</b></p> <p>Parish Clerk informed members all current SGC consultations can also be found on the Parish Council website.</p>	
10	<p><b>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</b></p> <p><b><u>Councillor Neel Das Gupta</u></b> nothing not discussed on the agenda.</p> <p><b><u>Councillor Keith Cranney</u></b> nothing not on the agenda.</p> <p><b><u>Councillor Dave Addison</u></b> nothing not on the agenda.</p>	
11	<p><b>To receive Planning applications from South Gloucestershire Council.</b></p> <p>Next Planning &amp; Transportation committee being held on Tuesday 18<sup>th</sup> June 2024.</p>	
12	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>- New Street Lighting dimming regime.</li> </ul> <p>South Glos Council have contacted the Clerk to inform the parish there will be a new dimming regime carried out between the hours of 23:00 and 06:00. This means that a further 25% will be applied to each lantern, meaning that now each lantern will be running at 25% of its total output instead of 50%.</p> <p>Councillor Keiron Marsden queried the cost cutting exercise and wasn't happy to see the lights being dimmed more than they currently are.</p> <p>Councillor Dave Addison informed members there has been an increase in anti-social behaviour at the Trust Grounds. Residents continue to gain access to the basketball court without booking and causing a nuisance.</p> <p>Councillor Andrew Shore believes the Parish Council should look at the Grant Aid policy in readiness for the 2025/26 financial year where the funding allocation can be evenly spread across the year. The variation of Clubs/ Groups and Organisations can also be looked at.</p> <p>Councillor Keith Cranney reported that recently the Allotment car park has been updated and residents were querying the ownership of the land. The Clerk will send Councillor Keith Cranney the contact details for the Chairman of the Little Stoke Allotment Association.</p>	

	<p><b>External Audit, Conflict of interest.</b>                  The Parish Clerk informed members the company carrying out the external audit is BDO LLP and asked members if anyone had any personal interest within the organisation. No members had any affiliation with BDO LLP and Councillor Keith Cranney proposed acceptance before the audit procedures take place, seconded by Councillor Keiron Marsden, proposal carried.</p>	
15	<p><b>Date of next meeting</b>                   10<sup>th</sup> September 2024.</p>	
16	<p><b>CONFIDENTIAL ITEMS.</b>                  To resolve, by the nature of the sensitivity of items to exclude the press and public [Public Bodies Admissions to Meeting].                   None.</p>	

Meeting closed 21:20

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

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

D Addison (Chair)  
 On behalf of Stoke Gifford Parish Council