



# STOKE GIFFORD

PARISH COUNCIL

Community Hall, Little Stoke Lane, Little Stoke  
Bristol, BS34 6HR  
Tel: 01454 865202  
Email: [clerk@stokegifford.org.uk](mailto:clerk@stokegifford.org.uk)  
Web: [www.stokegifford.org.uk](http://www.stokegifford.org.uk)

## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE AGM MEETING

Held on Tuesday, 9<sup>th</sup> June 2020 at 7pm  
Via Zoom

Ref:

#### 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 K Cranney [Chair], E Brown, M Brown, D Addison, Matt Lavis, J James, D Pembury, P Reich, A Shore and Simon Waters.

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

		ACTION
1	<p><b>Welcome and Apologies for absence</b></p> <p>The Clerk, John Rendell welcomed all present to the online virtual meeting.</p> <p>Apologies were received from Councillors Brian Allinson and David Beesley.</p>	

<p>2</p>	<p><b>To approve the last Finance &amp; General-Purpose meeting dated Tuesday 10<sup>th</sup> March &amp; the last AGM meeting dated Tuesday 21<sup>st</sup> May 2019 and discuss any matters arising.</b></p> <p>Reference item 4 of the Finance meeting Councillor Ernie Brown informed members the S106 Committee had met on Monday 16<sup>th</sup> March to look at final completion of the project. As a result of the meeting, the Clerk wrote a letter to the build contractor and request reimbursement for rectification of faulty work to a sum of £75,352.00. The S106 Committee acknowledged that minor rectification works will still be required, the Clerk will manage this going forward and liaise with the Gas and Electrical companies who installed the services as the 12-month warranty ends August 2020. The completion certificate for the project was received and signed off August 2019 and the operation of the Community Hall is working well with all meeting rooms being well used.</p> <p>Councillor Ernie Brown mentioned the project as a whole took some time and the council had some difficulties with standard of workmanship but as an end result the building is a well ran community space that can be enjoyed by local residents in the future.</p> <p>Councillor Ernie Brown proposed that as the S106 Committee will no longer be required to meet, it should now be closed, seconded by Councillor Mike Brown, 9 for, 1 abstention, carried.</p> <p>Councillor Ernie Brown then proposed to accept the minutes presented, seconded by Councillor Dave Allison, carried unanimously.</p>	
<p>3</p>	<p><b>To elect the Chair of Full Council and receive Declaration of Acceptance of Office.</b></p> <p>The present Chair, Councillor Keith Cranny proposed to elect Councillor Ernie Brown as Chair of the Parish Council, seconded by Councillor Mike Brown, carried unanimously. Councillor Ernie Brown then signed the Declaration of Acceptance of Office.</p>	
<p>4</p>	<p><b>To elect the Vice Chair of Full Council.</b></p> <p>Councillor Ernie Brown proposed to elect Councillor Keith Cranney as Vice Chair of the Parish Council, seconded by Councillor Simon Waters, carried unanimously.</p>	
<p>5</p>	<p><b>Review Parish Council 5- Year plan.</b></p> <p>The Clerk presented the 5- Year plan to members and explained that recent changes have been made because of the current COVID-19 pandemic. The Clerk asked members to look through and discuss any necessary alterations at the next full council meeting. The Highbrook Community Centre project will need to be added to the 2021/22 budget and running costs to be included thereafter. Councillor Ernie Brown asked the Clerk to see if South Glos Council can provide help/ funding towards the project costs due to COVID-19 having such a detrimental effect on current budgets.</p>	<p>Clerk</p>

<p>6</p>	<p><b>Year End Audit 2019/20.</b></p> <p>The Clerk presented the 2019/20 in Year Assurance Audit Report by South Gloucestershire Council. Following discussion, the Clerk presented the Year end audit report undertaken by South Gloucestershire Council. Councillor Keith Cranney asked the Clerk to investigate what agreement the Parish has with South Glos Council on running the annual internal audit, the Clerk to find out and report to next full council.</p>	<p>Clerk</p>
<p>7</p>	<p><b>Appointment of Members of Council to the following Committees.</b></p> <p>Councillors Ernie Brown (Chair) and Keith Cranney (Vice Chair) remain ex-officio members of all Committees.</p> <p>Finance and General-Purpose Committee – All Councillors.</p> <p>Planning &amp; Transportation Committee – DA (Chair), AS, MB, DP, DB, ML, BA, KC, EB.</p> <p>Recreation &amp; Leisure Committee – MB (Chair), PR, SW, JJ, KC, EB.</p> <p>Youth Committee – PR, DA, JJ, KC, EB, SW.</p>	
<p>8</p>	<p><b>Appointment of Members of Council to External Bodies.</b></p> <p><b>Stoke Gifford Trust Committee</b> – Councillor Ernie Brown</p> <p><b>Hitachi</b> – Councillor Brian Allinson</p> <p><b>Friends of Forty Acres &amp; Meade Park</b> – Councillor Jenny James</p> <p><b>Friends of Parkway Station</b> – Councillor Brian Allinson</p> <p><b>Stoke Gifford Community Engagement Forum</b> – Councillor Keith Cranney</p> <p><b>Little Stoke Garden Society</b> – Councillor Pauline Reich</p> <p><b>Southern Brooks Archaeology</b> – Councillors Simon Waters Keith Cranney and Jenny James.</p> <p><b>Splatts Abbeywood Conservation Group</b> – Councillors Simon Waters and Jenny James.</p> <p><b>Public Transport Forum</b> – Councillors Ernie Brown and Keith Cranney</p> <p><b>Volunteer Bureau and Four Towns Play Association</b> – Councillor Pauline Reich and Parish Clerk.</p> <p><b>Larger Councils Network</b> – Councillor Brian Allinson.</p>	<p>Clerk</p>

9	<p><b>AOB</b></p> <p><b>Parkway Bridge</b> – the Clerk informed members an update has been included onto the Parish website for local residents’ information. Councillors were unhappy about the way the scheme has been put forward without consultation with local residents and other key stakeholders.</p> <p><b>Police/ Anti-Social behaviour</b> – Councillor Dave Addison informed members that anti-social behaviour and general nuisance from gatherings of youths is on the increase at the Trust Ground to the annoyance of many local residents.</p> <p>Councillor David Pembury also mentioned the increase in vehicles racing/ speeding with noisy exhausts during the evenings on the bypass between Hunts Ground Road and UWE lights.</p> <p>Councillor Keith Cranney informed all members to make contact with local PCSO Archie Flook for any matters concerning the Police.</p>	
---	--	--

Meeting closed 21:40.

Signed \_\_\_\_\_

E Brown (Chair)

On behalf of Stoke Gifford Parish Council

Date \_\_\_\_\_