



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE AGM 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>To approve the minutes of the last Annual General meeting dated Tuesday 18<sup>th</sup> May 2021.</b></p> <p>The AGM minutes dated Tuesday 18<sup>th</sup> May 2021 were agreed as an accurate record proposed by Councillor Trevor Jones, seconded by Councillor Sue Bandcroft, unanimously carried.</p>	
4	<p><b>Present Annual newsletter to include report from Committee Chairs and overview from Parish Clerk.</b></p> <p>The Clerk, John Rendell presented all present with the 2021/22 Annual newsletter, which included an annual overview of the year from the Chair, Councillor Ernie Brown, the Committee Chairs and the Clerks report.</p> <p>Councillor Brian Allinson congratulated all involved for producing such a good quality Annual Report which includes useful information for the local residents.</p>	
5	<p><b>To elect Chair of Full Council for 2022/23 and receive Declaration of Acceptance Of-fice.</b></p> <p>Councillor Mike Brown proposed that Councillor Ernie Brown continue to serve as Chair of Council for the year 2022/23, seconded by Councillor Dave Addison, unanimously carried.</p> <p>Councillor Ernie Brown duly signed the Declaration of Acceptance of Office.</p>	
6	<p><b>To elect Vice Chair for 2022/23</b></p> <p>Councillor Dave Addison proposed that Councillor Mike Brown is elected as Vice Chair of Council for the year 2022/23, seconded by Councillor Andrew Shore, unanimously carried.</p>	
7	<p><b>Councillor attendance at meetings for 2021/22</b></p> <p>Parish Clerk, John Rendell presented members with Councillor attendance at meetings information for the past year.</p> <p>Councillor Brian Allinson apologised to members for his poor attendance for the past year due to poor health.</p> <p>Councillors Brian Allinson and Ernie Brown both mentioned they do not intend to stand the following year and hope to see local people interested and prepared to commit to local parish matters.</p>	
8	<p><b>Review Parish Council 5-year plan.</b></p> <p>The Chair, Councillor Ernie Brown presented members with the current 5-year plan and asked the Clerk to delete year 1 and add a new, year 5 to the evolving plan.</p> <p>A resident asked members if they had calculated the potential loss of Cheswick Village</p>	<p>Clerk to delete year 1 and add new</p>

	<p>into the 5-year plan. The Chair, Councillor Ernie Brown confirmed that the Clerk is in contact with SGC who will be updating the parish in May.</p> <p>The parish has asked SGC how they intend to alter the parish boundaries and any potential financial impact.</p> <p>Following discussion, concerns were raised from residents and parish councillors over the take over and creation of a new Parish Council and its removal from Stoke Gifford Parish Council.</p> <p>Members were concerned to hear of apparent meetings taking place between local residents and a SGC representative with the meeting addressed as a Council meeting. A local resident who attended the meetings informed all present there was a typo error on the meeting advert as the idea was to be for local residents to get together with their local councillor to discuss the options going forward whilst SGC alter its plans for Cheswick Village.</p> <p>Councillor Ernie Brown reiterated that SGC continue to make up the design of the newly formed Council and we await further information.</p>	<p>year 5</p>
<p>9</p>	<p><b>Review and approve Policies and Procedures.</b></p> <p>Parish Clerk, John Rendell tabled copies of the Standing Orders and Policies &amp; Procedures for all members which included the supporting documents for consideration and approval.</p> <p>Following discussion, Councillor David Addison proposed acceptance of the changes and approval of Policies &amp; Procedures and Standing Orders, seconded by Councillor Mike Brown, unanimously carried.</p> <p>These documents will be reviewed again at the next Annual Meeting in May 2023.</p>	
<p>10</p>	<p><b>Appointment of members of Council to Committees.</b></p> <p>Councillors Ernie Brown (Chair) and Mike Brown (Vice Chair) will be ex officio members of all Committees.</p> <p><b>Finance &amp; General Purpose</b> – All Councillors</p> <p><b>Planning &amp; Transportation</b> – Trevor Jones, Keith Cranney, Andrew Shore, Jacqueline Henshaw, David Addison, Sue Bandcroft, Tony Hyde and Dave Pembury.</p> <p><b>Recreation &amp; Leisure</b> – Pauline Reich, Brian Allinson, Sue Bandcroft and Tony Hyde.</p> <p>The Chair, Councillor Ernie Brown proposed to form a sub committee named ‘Brooklands Park Committee’ to ensure the careful management and operation of the potential takeover of Brooklands Park Community Hall due to be built and opened for business in May 2023.</p> <p>Councillor Ernie Brown proposed that Councillor Jacqueline Henshaw chair the committee. Members interested in joining the committee include Councillors Dave Addison, Ernie Brown, Mike Brown, Tony Hyde, Trevor Jones, Pauline Reich and Andrew Shore. The Clerk will also attend the meetings.</p>	<p>Clerk amended necessary paperwork 11/05/2022</p>

11	<p><b>Appointment of members of Council to external bodies.</b></p> <p><b>Stoke Gifford Trust Committee</b> – Councillor Jacqueline Henshaw</p> <p><b>Hitachi</b> – Councillor Brian Allinson</p> <p><b>Friends of Forty Acres &amp; Meade Park</b> – Councillor Sue Bandcroft</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 Mike Brown</p> <p><b>Southern Brooks Archaeology</b> – Councillors Keith Cranney and Sue Bandcroft.</p> <p><b>Splatts Abbeywood Conservation Group</b> – Councillor Tony Hyde.</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>	
12	<p><b>Any other business.</b></p> <p>None</p>	
13	<p><b>Meeting Closure.</b></p> <p>19:50</p>	

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

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

E Brown (Chair)

On behalf of Stoke Gifford Parish Council