



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 AGM MEETING

Held on Tuesday, 10th May 2023 at 19:00
at Little Stoke Community Hall, Little Stoke, 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:

E Brown [Chair], D Addison, S Bandcroft, R Barber, M Brown, K Cranney, N Das Gupta, A Hyde, K Marsden, B Mead, P Richardson, A Shore.

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

1	<p>To elect Chair of Full Council for 2023/24 and receive Declaration of Acceptance Office.</p> <p>The Parish Clerk, John Rendell welcomed everyone to the meeting and explained the plan for the evening. The Annual Parish meeting will start at 19:00, followed by a 20-minute break then onto the first Full council meeting for the new administration.</p> <p>Outgoing Chair, Ernie Brown welcomed all present to the meeting and gave an overview of his time as Chair of Stoke Gifford Parish Council. The council is in a very strong position, with good audit results and very sound financial footing despite the increasing economy levels and loss of precept due to the change in boundary. Ernie is keen to see the money set aside for the Cheswick Village boundary alteration to be reinstated back into the parish council's reserve.</p> <p>Ernie informed all members he is proud that during his time on the council members have always acted on what's believed to best for the local community and wishes the new elected members will work as one serving the local people and not any party.</p>	
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	<p>Councillor Mike Brown proposed that Councillor Andrew Shore serve as Chair of Council for the year 2023/24, seconded by Councillor Tony Hyde.</p> <p>Councillor Sue Bandcroft proposed that Councillor Dave Addison serve as Chair of council for the year 2023/24, seconded by Councillor Penny Richardson.</p> <p>A vote was taken, Councillor Dave Addison – 6 votes, Councillor Andrew Shore - 5 votes.</p> <p>Councillor Dave Addison was duly elected as Chair of Council for 2023/24 and then took the chair of the meeting after signing the Declaration of Acceptance of Office.</p> <p>The outgoing Chair Councillor Ernie Brown handed over the Chain of office to the newly elected Chair Councillor Dave Addison.</p>	
2	<p>To elect Vice Chair for 2023/24</p> <p>Councillor Keith Cranney proposed that Councillor Andrew Shore is elected as Vice Chair of Council for the year 2023/24, seconded by Councillor Mike Brown.</p> <p>Councillor Penny Richardson proposed that Councillor Sue Bandcroft is elected as Vice Chair of Council for the year 2023/24, seconded by Councillor Richard Barber.</p> <p>A vote was taken, Councillor Andrew Shore – 5 votes, Councillor Sue Bandcroft - 6 votes.</p> <p>Councillor Sue Bandcroft was duly elected as Vice Chair of Council for 2023/24.</p>	
3	<p>Welcome and apologies for absence.</p> <p>The newly appointed Chair, Councillor Dave Addison thanked members for the opportunity and welcomed all present to the meeting.</p> <p>Apologies were received from Councillor Janet Brunwin.</p>	
4	<p>To receive notification of any member’s personal or prejudicial interest.</p> <ul style="list-style-type: none"> ▪ Councillor David Addison declared he is Chair of the Stoke Gifford Trust Committee and South Gloucestershire District 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 declared an interest as a Trustee Olympus Academy Trust, and has a spouse employed by Bradley Stoke Town Council. ▪ Councillor Keith Cranney declared he is a South Gloucestershire District Councillor, a member of Stoke Gifford Community Engagement Forum. ▪ Councillor Mike Brown declared he was a member of the Little Stoke Garden Society. ▪ Councillor Tony Hyde declared he is Chair of Stoke Gifford Retirement Village Residents Association, representative on the Extracare Charitable Trust, and parish councillor of Stoke Park & Cheswick Parish. ▪ 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. 	

5	<p>To approve the minutes of the last Annual General meeting dated Tuesday 10th May 2022.</p> <p>The AGM minutes dated Tuesday 10th May 2022 were agreed as an accurate record proposed by Councillor Tony Hyde, seconded by Councillor Sue Bandcroft, unanimously carried.</p>													
6	<p>Present Annual newsletter to include report from Committee Chairs and overview from Parish Clerk.</p> <p>The Clerk, John Rendell presented the 2022/23 Annual newsletter, which included an annual overview of the year from the Chair, Councillor Ernie Brown, the Committee Chairs and the Clerks report.</p>													
7	<p>Councillor attendance at meetings for 2022/23</p> <p>Parish Clerk, John Rendell presented members and the public with the Councillor Attendance record for meetings carried out through 2022/23.</p> <table border="1" data-bbox="213 819 715 1332"> <tr><td>Dave Addison 100% attendance.</td></tr> <tr><td>Brian Allinson 86%</td></tr> <tr><td>Sue Bandcroft 86%</td></tr> <tr><td>Ernie Brown 100%</td></tr> <tr><td>Mike Brown 86%</td></tr> <tr><td>Keith Cranney 86%</td></tr> <tr><td>Jacqueline Henshaw 57%</td></tr> <tr><td>Anthony Hyde 100%</td></tr> <tr><td>Trevor Jones 86%</td></tr> <tr><td>David Pembury 71%</td></tr> <tr><td>Pauline Reich 71%</td></tr> <tr><td>Andrew Shore 100%</td></tr> </table>	Dave Addison 100% attendance.	Brian Allinson 86%	Sue Bandcroft 86%	Ernie Brown 100%	Mike Brown 86%	Keith Cranney 86%	Jacqueline Henshaw 57%	Anthony Hyde 100%	Trevor Jones 86%	David Pembury 71%	Pauline Reich 71%	Andrew Shore 100%	
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8	<p>Review Parish Council 5-year plan.</p> <p>The Clerk presented members with the current 5-year plan and will delete year 1 and add a new year 5.</p> <p>No further comments at this point.</p>													
9	<p>Review and approve Policies and Procedures for 2023/24.</p> <p>Parish Clerk, John Rendell tabled copies of the Standing Orders and Policies & Procedures for all members which included the supporting documents for consideration and approval.</p> <p>Councillor Keiron Marsden asked the clerk to firm up the annual fee charged to the football club for advertising boards around the county league football pitch.</p> <p>There are also two policies where the Chair of Council needs updating (replace Ernie Brown with Dave Addison) and remove the Covid-19 supplement policy that is now out of date.</p> <p>Following discussion, Councillor Keith Cranney proposed to include the above</p>													

	<p>amendments and to agree all Policies & Procedures and Standing Orders, seconded by Councillor Tony Hyde, unanimously carried.</p> <p>These documents will be reviewed again at the next Annual Parish Meeting in May 2024.</p>	
10	<p>To resolve that Stoke Gifford Parish Council continues to meet criteria to exercise the General Power of Competence.</p> <p>Parish clerk recommends to members that Stoke Gifford Parish Council continues to meet criteria to exercise the General Power of Competence.</p> <p>Stoke Gifford Parish Council meets the following conditions to be able to award itself the General Power of Competence as of 10th May 2023:</p> <ul style="list-style-type: none"> • Two thirds or more of Councillors have been elected, rather than co-opted or appointed; and • The clerk to the Parish Council hold the certificate of High Education/First Level of the Foundation Degree in Community Engagement & Governance awarded by the University of Gloucestershire; and • The clerk to the Parish Council has completed the relevant training (i.e training in the exercise of the General Power of Competence in accordance with the National training strategy for parish councils adopted by NALC) <p>Councillor Keith Cranney proposed acceptance, seconded by Councillor Keiron Marsden, carried.</p>	
11	<p>Appointment of members of Council to Committees.</p> <p>Finance & General Purpose – All Councillors</p> <p>Planning & Transportation – Dave Addison, Sue Bandcroft, Richard Barber, Janet Brunwin, Keith Cranney, Neel Das Gupta, Tony Hyde, Keiron Marsden, Brian Mead, Penny Richardson, Andrew Shore and Mike Brown.</p> <p>Recreation & Leisure – Sue Bandcroft, Mike Brown, Keiron Marsden, Penny Richardson, and Andrew Shore.</p>	<p>Clerk to amend necessary paperwork</p>
12	<p>Appointment of members of Council to external bodies.</p> <p>Stoke Gifford Trust Committee – Councillors Andrew Shore & Neel Das Gupta</p> <p>Friends of Forty Acres & Meade Park – Councillors Sue Bandcroft & Jan Brunwin</p> <p>Stoke Gifford Community Engagement Forum – Councillor Keith Cranney</p> <p>Little Stoke Garden Society – Councillor Mike Brown</p> <p>Splatts Abbeywood Conservation Group – Councillor Sue Bandcroft.</p> <p>Volunteer Bureau and Four Towns Play Association – Councillor Tony Hyde and Parish Clerk.</p>	

	Larger Councils Network – Parish Clerk Brookland Park – Councillors Dave Addison & Neel Das Gupta Stoke Gifford Retirement Village – Councillor Tony Hyde	
13	Any other business. Chair of Council, Councillor Dave Addison would like to offer a vote of thanks for the extended service provided to local council to both outgoing councillors Brian Allinson and Ernest Brown.	
14	Meeting Closure. 19:45	

Signed: _____

Date: _____

D Addison (Chair)

On behalf of Stoke Gifford Parish Council

DRAFT