



STOKE GIFFORD

PARISH COUNCIL

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STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 13th October 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 E Brown [Chair], D Addison, B Allinson, K Cranney, M Brown, M Lavis, D Pembury, P Reich, A Shore and S Waters.

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

1	Welcome and Apologies for absence The Chair, Councillor Ernie Brown welcomed all present to the online virtual meeting. Apologies were received from Councillor Jenny James.	ACTION
2	TO RECEIVE NOTIFICATION OF ANY MEMBER'S PERSONAL OR PREJUDICIAL INTEREST Councillor Ernie Brown declared he is on South Gloucestershire Planning Committee. Councillor David Addison declared he is Chair of the Stoke Gifford Trust Committee. Councillor Keith Cranney advised he is a member of the SGC Regulatory Committee.	
3	APPLICATIONS FOR DISPENSATIONS BY COUNCILLORS None received.	

<p>4</p>	<p>PUBLIC SESSION – 3 members of the public were present during the meeting to observe proceedings.</p> <p>Café signage a local resident has noticed the Café sign on the entrance to the Community Hall was weathered and not in great condition.</p> <p>Food stalls a local resident was pleased to see the Meat van and Fruit & Veg stall busy recently and wondered if the Parish Council could advertise the weekly times letting more local residents know they are in business.</p>	
<p>5</p>	<p>TO APPROVE THE LAST FULL COUNCIL MINUTES DATED TUESDAY, 8th September 2020, AND TO DISCUSS ANY MATTERS ARISING</p> <p><u>Accuracy</u> The minutes dated Tuesday, 8th September 2020 were agreed as an accurate record proposed by Councillor Mike Brown, and seconded by Councillor Dave Addison, carried.</p>	
<p>6</p>	<p>TO APPROVE THE EXPENDITURE AND GENERAL ACCOUNTS FOR JULY 2020</p> <p>The Clerk tabled financial correspondence for September 2020 which included payments totalling £64,779.77 for the Co-Operative general account, with a cash book balance of £112,602.36. Expenditure for the Stokes Youth Centre was £7,034.54 with a cash book balance of £13,400.24.</p> <p>Council noted the expenditure and bank balances for all accounts for September 2020 which were unanimously approved, proposed by Councillor Simon Waters, and seconded by Councillor Dave Addison, carried.</p>	
<p>7</p>	<p>TO RECEIVE UPDATES REGARDING THE MANAGEMENT OF THE NEW Highbrook Park Community Centre in Harry Stoke</p> <p>Councillor Dave Addison informed members that Crest have been looking at the building design and suggested altering room and build dimensions. Parish Council Members were concerned about this as would not want the building outlay to reduce in size affecting the hireable room space. The scheduled meeting in October between Crest and SGC has been postponed until mid-November. The Parish Clerk will update members at Full Council in November.</p>	
<p>8</p>	<p>UPDATE ON 3G LIGHTING TO LED LAMPS</p> <p>The Parish Clerk reminded members that half of the Football 3G court lights were updated to energy efficient LED lighting in 2019, and Staff have obtained a quotation to carry out the second half ensuring all lighting will be energy efficient as they are on running every evening</p>	

	<p>throughout the winter months. The Clerk has obtained three quotations from local companies to carry out the works:</p> <p>A1 - £3,865</p> <p>Green Days Lighting - £3,995</p> <p>C&C Electrical - £3,125</p> <p>Councillor Ernie Brown mentioned to members the facility has been close to full capacity over the past few months and has provided a much welcome revenue whilst indoor facilities have been hampered by the virus. Councillor Brian Allinson proposed that as C&C Electrical have supplied the cheapest quote, and the fact they carried out the installation to the lighting on site in 2019 Parish Council stay with the same contractor, seconded by Councillor Keith Cranney, carried.</p>	
<p>9</p>	<p>TERMINATION OF STOKES YOUTH BUILDING AND OFFICIAL HANDOVER TO SOUTH GLOS COUNCIL DECEMBER 31ST 2010</p> <p>Following several meetings between Parish Councillors/ Staff and South Glos Council Property Services the Parish Clerk informed members the Stokes Youth Building is currently costing the Council a loss of approx. £8,500 per year (minus the Youth Provision) and continues to require ongoing maintenance to the upkeep of the dated building. The current pandemic has further reduced the hirers for the site and the building/ site is a constant outlay on resources. Highbrook Park Community Centre is due to open at the end of 2021 and would possibly be an excellent alternative venue to the Community Hall covering a wider expansive area of the Parish. Following discussion Councillor Pauline Reich proposed that Stoke Gifford Parish Council hand back the building to South Glos Council and try where possible to re-home any hirers that are currently using the site at the Community Hall, seconded by Councillor Dave Addison, unanimously carried. Councillor Ernie Brown will write to Ben Burton (SGC Corporate Resources) and the Parish Clerk will write to SGC Property Services officially handing the building/ grounds back to South Glos Council on December 31st, 2020.</p>	
<p>10</p>	<p>CASUAL VACANCY IN UNIVERSITY WARD</p> <p>Councillor Simon Waters has visited the University and had many meetings with staff/ students about advertising the position looking to obtain interest. Casual vacancy poster will also be added to Social media to go out to a wider audience.</p>	
<p>11</p>	<p>RENEWAL OF INSURANCE POLICY WITH ZURICH MUNICIPAL</p> <p>Parish Clerk John Rendell informed members the annual insurance policy is expiring in October 2020 and before extending again would like members to look through the tailor-made policy and if an agreement authorise an additional year. Zurich Municipal have covered the Parish Council insurance for many years and have kept the value the same. Councillor</p>	

	<p>Mike Brown proposed to proceed with Zurich Municipal for a further year, seconded by Councillor Keith Cranney, proposal carried.</p>	
12	<p>CITIZENS ADVICE OUTREACH FUNDING OCTOBER 2020-MARCH 2021</p> <p>The Parish Clerk has received a cost of £3,700 to carry out a service for the remainder of the financial year, this however currently does not mean they will hold face to face meetings at the Community Hall due to COVID restrictions. The Clerk reiterated the importance of this service to local residents and the Parish Council would generally support such a service. Due to the Grant Aid budget not being utilised through the financial year, and the fact there wouldn't be any face to face meetings held within the Parish, Councillor Keith Cranney proposed to not pay the fee and revisit this service and possible funding by the Parish Council at the start of the new financial year in 2021, seconded by Councillor Pauline Reich, carried.</p>	
13	<p>CHAIRS OF COMMITTEES TO FORM A STAFFING COMMITTEE</p> <p>The Parish Clerk explained to members that it would be good practice to officially create a staffing committee made up from Chairs of Committees and Vice Chair of Full Council. Councillor Ernie Brown expressed his interest in this taking place so Chairs can meet up to discuss any potential staffing matters going forward, and then feedback at Council level. Councillor Dave Addison proposed to form a Staffing Committee, seconded by Councillor Mike Brown, proposal carried.</p>	
14	<p>TO RECEIVE UPDATES FROM PARISH COUNCIL COMMITTEES AND TO CONSIDER EXPENDITURE AS REQUIRED RELATING TO BUDGETS/ EXTERNAL FUNDING.</p> <p>Recreation & Leisure. The Chair, Councillor Mike Brown was pleased to see the work has started to the BMX facility and now contractors are on site the works are really starting to take shape.</p> <p>Compliments to the grounds staff who work on the upkeep of the recreational spaces and play areas in the Parish as they are currently in very good condition.</p> <p>Planning & Transportation. The Chair, Councillor Andrew Shore informed members he is liaising closely with SGC regarding two planning applications in the Parish - 23 Lutyens Close and Hambrook Lane. The Chair attended a recent planning committee meeting held by a neighbouring town to see how the meetings are managed and found it useful.</p>	
15	<p>TO DISCUSS AND COMMENT ON CURRENT SOUTH GLOUCESTERSHIRE COUNCIL CONSULTATIONS.</p> <p>Councillor Brian Allinson has chased South Gloucestershire Council regarding the pedestrian tunnel works and awaits a reply.</p>	

16	<p>TO RECEIVE UPDATES FROM SOUTH GLOUCESTERSHIRE COUNCIL MEMBERS WITHIN THE PARISH OF STOKE GIFFORD.</p> <p>Councillor Ernie Brown updated members with some Government changes being made to the planning policy that are being proposed at a South Gloucestershire planning meeting later this week.</p> <p>Councillor Brian Allinson has noticed recently there are various dead trees in the Parish and due to South Gloucestershire Council cut backs fears that these dead trees wont get attended to in a reasonable time frame.</p> <p>Parish Clerk informed members he had met with a tree surgeon recently and is in the process of obtaining quotations for tree works to be carried out to trees on Parish Council owned land.</p> <p>Councillor Ernie Brown is currently in contact with Mark King (Head of Streetcare) and will monitor this going forward ensuring the Parish Council notify South Gloucestershire Council of any dangerous or dead trees in the Parish.</p>	
17	<p>TO COMMENT ON PLANNING APPLICATIONS RECEIVED FROM SOUTH GLOUCESTERSHIRE COUNCIL FOR THE PARISH.</p> <p>None.</p>	
18	<p>COUNCILLOR POINTS.</p> <p>Councillor Mike Brown who has been monitoring the new build works on Rossall Avenue noted the builder has carried out the required tweaks requested to them by South Gloucestershire Council and hopes they continue to follow the required legislation as they near the end of the project.</p> <p>Councillor Brian Allinson has noticed there are many overgrown hedgerows in the Parish, many protruding onto walkways and lanes, and is pleased to see South Gloucestershire Council Streetcare operatives working recently cutting back and clearing where necessary.</p> <p>Councillor Keith Cranney expressed his concerns with the amount of disregarded PPE equipment being thrown to the ground and left. Due to the increase in people wearing facemasks and gloves there are many being thrown to the ground in particular in car park areas.</p>	

Meeting closed 20:47.

Signed _____

Date _____

E Brown (Chair)

On behalf of Stoke Gifford Parish Council