



STOKE GIFFORD

PARISH COUNCIL

Community Hall, Little Stoke Lane, Little Stoke, Bristol, BS34 6HR

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STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 11th February 2025 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, S Bandcroft, M Brown, J Brunwin, K Cranney, N DasGupta, M Gallagher, A Hyde, K Marsden, P Richardson, and A Shore.

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

1	Welcome and apologies for absence. The Chair, Councillor Dave Addison welcomed all present to the meeting. Apologies were noted from Councillor Richard Barber.	Actions:
2	To receive notification of any member's personal or prejudicial interest. Councillor Keiron Marsden has been co-opted onto Stoke Park & Cheswick Parish Council. The Clerk will update the declaration of interests file and all relating documents.	
3	Public Session [Maximum of 15 minutes, up to 3 minutes per person] three residents were in attendance. PC Liz Ball reported on policing matters in the Parish. Reported crime levels have been low in recent months with no significant issues reported. Residents continue to report incidents on social media rather than contacting the emergency services through the correct channels, calling 999 or 101 depending on the level of incident. PC Liz Ball asked members to help promote the reporting process through correctly as the Police will not react on social media updates. Councillor Keith Cranney highlighted a recent spate of vehicle thefts across South Gloucestershire where trade vans	

	<p>were targeted for work tools which has a significant impact on local tradesmen.</p> <p>A resident from the Brooklands Park estate would like to see more recreational green spaces in the local area and would like to see a facility integrated within the local plan for the Brooklands estate, the resident acknowledged the lovely facilities at Meade Park and Stoke Park, but it is a short distance away from the estate.</p> <p>Councillor Dave Addison highlighted the parks and recreational spaces managed by the parish council all within the parish boundary and informed the resident the parish council continue to negotiate with SGC and the developers, in the hope a recreational play space, a park and a sports facility can be factored into the design on the field adjacent to the Brooklands Community Centre site.</p> <p>A resident from Harry Stoke has noticed the local Sort-It refuse sites have brought in a pre-booked site visit policy from 3rd March 2025. The Parish Council are aware of the changes and have recently displayed the information on notice boards and Parish web-site.</p> <p>The resident is pleased to see the Brooklands Community Centre will be green and energy efficient with solar panels and a heat pump planned for installation. The resident wondered if this is something that can be implemented to the Little Stoke Community Centre, installing a ground source heat pump to control the heating to the buildings on site. The installation of EV charging points at both sites were also discussed. The Chair, Councillor Dave Addison mentioned that solar panels had been installed recently at the Little Stoke Community Centre and this is a forward thinking positive move. Installing a ground source heat pump involves digging trenches or boreholes to bury pipes that extract heat from the ground, and this would be extremely difficult as the surrounds of the building are mainly taken up by marked football pitches. Members and officers have been in discussion on the installation of EV charging points and the feeling currently is that its not practical or financially viable to install charging points at the Little Stoke Community Centre, as site users generally use the site for short periods of time and would not find any benefit in using the charging points locally rather than at their residency.</p>	
4	<p>To approve minutes of the last Full Council meeting dated 14th January 2025.</p> <p>The Full Council minutes dated Tuesday 14th January 2025 was agreed as an accurate record, proposed by Councillor Neel DasGupta, seconded by Councillor Sue Bandcroft, proposal unanimously carried.</p>	
5	<p>To approve the expenditure and general accounts for January 2025.</p> <p>The Clerk tabled financial correspondence for January 2025 which included payments totalling £31,587.71 for the Co-operative General Account, with a cash book balance of £458,591.69.</p> <p>Council noted the expenditure and bank balance for January, proposed by Councillor Sue Bandcroft, seconded by Councillor Penny Richardson, proposal unanimously carried.</p>	
6	<p>Recommendation from Recreation & Leisure Committee on Grant Aid allocation in 2025/26.</p> <p>At a previous meeting it was approved for the Recreation & Leisure Committee to look through the current Grant Aid policy and discuss any amendments required for the</p>	

	<p>2025/26 period and bring to Full Council for a discussion/ decision.</p> <p>Penny Richardson tabled the recommendations from the Recreation & Leisure Committee.</p> <p>Advertise Advertise new scheme on SGPC Website and Noticeboards. To include full details:</p> <ul style="list-style-type: none"> • what/who the Grant is for • application process • amount available • deadline dates • assessment process <p>Contact previous applicants to inform them of change in scheme.</p> <p>Amount available Maximum of £1,000 per community group Specify that smaller sums are available & will be considered favourably.</p> <p>Timescale 2 application deadlines per year:</p> <ul style="list-style-type: none"> • 1st April - £6,000 total funds • 1st October - £6,000 total funds <p>Decision-making Grant Aid bids submitted on time will be discussed at the next Full Council meeting and a decision made at that meeting:</p> <ul style="list-style-type: none"> • 1st April deadline – discussed at Full Council meeting on 8th April • 1st October deadline – discussed at Full Council meeting on 14th October <p>Applicants A representative for each Grant Aid application must attend the meeting where their application is being discussed. Grant Aid applications will not be considered if the applicant is not present in person.</p> <p>Repeat Bid? Applicants who are successful in April may not come back in October to request a further Grant that financial year. Applicants who are unsuccessful in April may try again in October that financial year.</p> <p>Following a lengthy discussion Councillor Penny Richardson proposed to accept the proposal presented from the Recreation & Leisure Committee, seconded by Councillor Andrew Shore, proposal unanimously carried.</p>	Clerk to update GA policy
7	<p>Update on Brooklands Community Hall.</p> <p>The Chair, Councillor Dave Addison informed members the Brooklands sub-committee had recently met with the builders, contractors, and SGC to go through the planned M&E services. The meeting was useful covering in-depth detail, and the Parish continues to request more information on one or two items. The next sub-committee meeting is confirmed for Thursday 27th February.</p>	

	<p>A local Pre-School have registered interest in permanently hiring meeting room 2. Representatives from the Pre-School will be attending the next meeting, and the sub-committee will discuss building alterations with the contractors to ensure the changes can be viable to adhere to the Pre-School's requirements. Meeting room 2 will need to have an accessible toilet attached to the room solely used by them.</p> <p>Minutes of the last sub-committee meeting were in the meeting documents for members.</p>	
8	<p>South Gloucestershire Council Audit Services New Contract 2025 – 2028.</p> <p>31st March 2025 marks the end of the present three year contract period to provide Internal Audit Services to the parish council. This will not affect the 2024/25 year end service which is already committed as part of the present year's package.</p> <p>The Clerk presented the new three year contract which will commence from 1st April 2025 for approval by members.</p> <p>The daily rate for Financial Year 2025/26 will be £357 plus VAT per day.</p> <p>The Clerk presented the new contract to members.</p> <p>Following discussion, Councillor Tony Hyde proposed to approve the agreement working with South Gloucestershire Council for a further three years from 2025-2028, seconded by Councillor Keith Cranney, unanimously carried.</p>	
9	<p>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</p> <p><u>Recreation & Leisure Committee</u></p> <p>Balfour Beatty are aiming to complete their contracted works to the landslide on Forty Acres by the end of February.</p> <p>Following a site inspection Sovereign Play plan will instal the new play equipment at Meade Park in May.</p> <p><u>Planning & Transportation Committee</u></p> <p>Currently five applications are on the parish portal for discussion at the next committee meeting in November. Included is a large application for the erection of 77 dwellings on land south of Hambrook Lane, Stoke Gifford.</p> <p><u>Finance & General Purpose Committee</u></p> <p>Councillor Keiron Marsden is pleased to report the budgets are looking good as we near the end of quarter four. The Chair of the Finance Committee recently met with the Finance Officer to go through the budgets and can report the income looks like it is going to surpass the expected figure. This will have a positive impact on the year-end deficit.</p>	

10	<p>To discuss and comment on current South Gloucestershire Council Consultations.</p> <p>EV Charging points on the Green Stoke Gifford.</p>	
11	<p>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</p> <p><u>Councillor Neel DasGupta</u> Nothing to add that has not already been discussed on the agenda.</p> <p><u>Councillor Keith Cranney</u> Nothing to add that has not already been discussed on the agenda.</p> <p><u>Councillor Dave Addison</u> Nothing to add that has not already been discussed on the agenda.</p>	
12	<p>To receive Planning applications from South Gloucestershire Council.</p> <p>None.</p>	
13	<p>Any other business.</p> <p>Community Litter Picking Group – Councillor Penny Richardson informed members the new group will be meeting on Sunday 16th February at Brooklands Park estate 10:30. The group will be meeting regularly covering all the Wards in the Parish.</p> <p>Town Council – Councillor Tony Hyde asked members if Stoke Gifford should now become a Town. The Chair, Councillor Dave Addison confirmed this has been discussed previously by the Parish Council, the decision to remain a Parish was mostly influenced by feedback from residents who felt that a parish was more in keeping with how they wanted Stoke Gifford to be seen. The loss of the University Ward (and the University itself) would, tend to reinforce that decision, but occurred long after the decision to remain a parish had been taken.</p> <p>DORIS youth provision – Councillor Andrew Shore noticed the DORIS youth bus was parked in the Brooklands estate recently, with staff engaging with youth which was pleasing to see. The DORIS youth bus is being situated at various areas in the parish as FACE (youth provider) offer an outreach youth service.</p> <p>Stoke Gifford Fete – Councillor Dave Addison confirmed the date for this year's fete has been scheduled for Monday 26th May which is a Bank Holiday. All volunteers are welcome to help with the event.</p>	
14	<p>Date of next meeting.</p> <p>8th April 2025.</p>	
15	<p>CONFIDENTIAL ITEMS.</p> <p>To resolve, by the nature of the sensitivity of items, to exclude the press and public [Pub-</p>	

	lic Bodies Admissions to Meeting].	
	None.	

Meeting closed 20:20

Signed: _____

Date: _____

D Addison (Chair)

On behalf of Stoke Gifford Parish Council

DRAFT