



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 8<sup>th</sup> April 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, R Barber, S Bandcroft, M Brown, J Brunwin, N DasGupta, M Gallagher, A Hyde, K Marsden, P Richardson, and A Shore.

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

1	<b>Welcome and apologies for absence.</b>  The Chair, Councillor Dave Addison welcomed all present to the meeting.  Apologies were received from Councillors Richard Barber and Keith Cranney, and PC Liz Ball.	<b>Actions:</b>
2	<b>To receive notification of any member's personal or prejudicial interest.</b>  None.	
3	<b>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</b> twelve residents were in attendance.  A resident regularly visits the BMX track and complimented the facility at Little Stoke Park. The resident believes the installation of some seating near the skate park would further enhance the facility. The Clerk will add to the April Recreation & Leisure agenda.  A resident from the Brooklands Park estate is interested in the Parish Council taking over the management of the Brooklands Park Community Centre. The resident was enquiring about the Business Case and asked members if the Business Case has been updated to	Clerk to add to R&L.

	<p>include the proposed deficit, the recent NI changes, and potential change to the opening date.</p> <p>The Chair, Councillor Dave Addison informed the resident the Brooklands Park Community Centre sub-committee last amended and updated the Business Case in September 2024, which included the alterations to the salaries, to include changes to the minimum wage (from April 2025) and to readjust the income figures for the hall hire following a later start date, changing from an original date of July to September where it is hoped we will start the operation of the site.</p> <p>A resident from the Brooklands Park estate has reported two separate items of graffiti within the estate to Parish members. As the estate is not yet adopted by South Glos Council the residents are not sure about the best course of action. The Clerk asked the resident to let the Parish Officers know the location of the graffiti and the Maintenance Operative will visit the area and clear if possible.</p> <p>Roadworks are due within the Brooklands Park estate and have been recently advertised on social media. Residents asked District Members for more information. Councillor Andrew Shore believes the work is to install raised tabled through the estate on Clover Way and Oxleigh Way.</p> <p>A resident from Highbrook View has expressed his concerns over a planning application that has been submitted for a new development of ten additional houses in the area and concerned with the access roads, the lack of a pathway and insufficient lighting. Councillor Andrew Shore has been working on this planning application and consulting with South Glos Council. The Construction Management Plan is yet to be agreed and is with Planning Enforcement.</p>	
4	<p><b>To approve minutes of the last Full Council meeting dated 11<sup>th</sup> February 2025.</b></p> <p>The Full Council minutes dated Tuesday 11<sup>h</sup> February 2025 was agreed as an accurate record, proposed by Councillor Penny Richardson, seconded by Councillor Sue Bandcroft, proposal unanimously carried.</p>	
5	<p><b>To approve the expenditure and general accounts for March 2025.</b></p> <p>The Clerk tabled financial correspondence for March 2025 which included payments totalling £36,999.17 for the Co-operative General Account, with a cash book balance of £411,947.02.</p> <p>Council noted the expenditure and bank balance for March, proposed by Councillor Keiron Marsden, seconded by Councillor Tony Hyde, proposal unanimously carried.</p> <p>Councillor Andrew Shore shared his concerns over the costs of the machinery maintenance, in particularly with the Wessex equipment that's only four years old.</p>	
6	<p><b>To receive Grant Aid requests and Service Legal Agreements.</b></p> <p>A Grant Aid application has been received from Stoke Gifford Netball Club for £1,000. The Clerk informed members a budget of £12,000 has been set for 2025/26 Grant Aid.</p> <p>Two representatives were present to talk through the application. The funding requested is to help start the brand new Netball Club in the Parish and will go towards the pitch hire</p>	

	<p>and equipment.</p> <p>Following a brief discussion, Councillor Tony Hyde proposed to approve the application offering the full amount requested, seconded by Councillor Max Gallagher, proposal unanimously carried.</p> <p>Service Level Agreements.</p> <p>Turtle Summer Playscheme £2,750 Citizens Advice £6,368</p> <p>The Chair, Councillor Dave Addison informed members that two Service Level Agreements had been previously agreed and budgeted within the current financial year. Both applications have been received and under budget.</p> <p>Following a discussion, Councillor Dave Addison proposed approval of both applications using the allocated budget for the service provided, seconded by Councillor Max Gallagher, proposal unanimously carried.</p>	
7	<p><b>Little Stoke Pathway improvements.</b></p> <p>The Clerk presented a quote to replace a large section of the pathway around the perimeter of Little Stoke Park. The pathway is extremely popular and used by many residents each day. The pathway is crumbling away in areas and affected by tree routes making it difficult to navigate especially in a wheelchair or mobile scooter. The path width is also extremely narrow causing passers-by onto the grassed areas.</p> <p>The cost to carry out the work will be in the region of £77,520.12 and the Clerk informed members the work has been on the Councils five year plan to replace during the 2024/25.</p> <p>Councillor Mike Brown informed members South Glos Council installed the dual used pathway at the opposite end of the park as part of the Concorde Way Cycle Track linking Cribbs Causeway Bradley Stoke through to Patchway, and wondered if its worth contacting South Glos Council to see if they would continue the shared pathway around the rest of the park completing the circuit. The Clerk will contact SGC.</p> <p>Following a discussion, Councillor Mike Brown proposed for the Clerk to contact SGC for information on extending the shared use path and to also obtain a minimum of two additional quotes on the replacement of a new wider surface, seconded by Councillor Penny Richardson, proposal unanimously carried.</p>	
8	<p><b>Scope of Parish Council Activities.</b></p> <p>With more responsibilities being passed down from the District Council to Towns and Parishes across South Gloucestershire, the Chair, Councillor Dave Addison asked members if it would be a good idea to formally ask the residents of Stoke Gifford what services they would like to see provided by their Parish Council.</p> <p>The Clerk mentioned the St Micaels Church Warden has recently contacted the Parish Office to inform Council the Church Volunteers can no longer manage the upkeep of the</p>	<p>Clerk to add item to the</p>

	<p>grounds and will be passing the responsibility to the Parish Council in 2025. In 2022 the PCC closed the churchyard for further burials, and they have now exercised the right to hand the maintenance of the grounds to the Local Authority which is Stoke Gifford Parish Council.</p> <p>The Clerk and Grounds Staff have visited the site and the grass cutting and strimming would be substantial, needing a cut once a week and twice in the peak growing season. The Parish Council would also need to purchase a new machine to manage the work. The Clerk will be meeting a contractor to obtain a quote for this work and take to the next available Council meeting.</p> <p>Councillor Penny Richardson would like to see Mixed Recycling Waste bins on the highways, in particularly outside the convenience stores on Kingsway and Hatchet Road. The General Waste bins outside the stores are serviced regularly by South Glos Council who have confirmed they have no capacity to service any further bins.</p> <p>The Chair, Councillor Dave Addison is keen for a small gathering of Councillors meet up to devise a Public Consultation ensuring the consultation is clear and precise. The members interested are:</p> <p>Councillors Dave Addison, Sue Bandcroft, Mike Brown, Keiron Marsden and Neel Das-Gupta.</p>	<p>next FC agenda.</p> <p>Arrange meeting to create a Public Consultation.</p>
9	<p><b>Brooklands Community Hall.</b></p> <p><b>Public Art Network Day</b> – the Clerk informed members the Public Art group have pencilled in a date of Saturday 26<sup>th</sup> April for the public participation day and once a venue is confirmed the Clerk will advertise locally on the Parish website and all notice boards across the Parish.</p> <p><b>Sub-Committee meeting</b> – next meeting is on Thursday 10<sup>th</sup> April for building updates.</p> <p><b>Land north of Community Centre</b> – the Clerk has formally requested a section of the land is used as community space managed by the Parish Council and expressed an interest in the installation of a 3G football pitch. The Chair will also contact SGC Officers.</p> <p><b>BPRA letter to South Gloucestershire Council and Crest Nicholson</b> – the Chair, Councillor Dave Addison has been copied into a letter from the Brooklands Park &amp; Highbrook View Residents Association, and the Clerk has added to the meeting documents.</p> <p>The letter includes the following documents:</p> <ol style="list-style-type: none"> <li>1. Letter from Wessex Water CEO to Residents' Association regarding Completion of Drainage Remedial Works at the Estate (Link: Wessex CEO Letter).</li> <li>2. Residents' Association Issues Report 001 on Sub Standard Paving Surfacing (Link: Residents Association Issue 001 - Surface Completion and Quality).</li> <li>3. Public Accounts Committee News Report on Local Authority Performance in maintaining highways (PAC New Report on LA Poor Performance on Highway Maintenance).</li> </ol> <p>Residents and local Councillors remain disappointed with a lack of response from Crest Nicholson and the works required on the highways through the estate remain unfinished,</p>	

	<p>street lighting not fully operational and lack of general waste bins.</p> <p>The District Members, Councillors Dave Addison and Neel DasGupta will chase South Glos Councill Officers for a response to the letter.</p> <p>A local resident thought it would be a clever idea to add Highbrook View to future Brooklands Park agenda items as there is a small section of land with properties that fall under the Stoke Gifford Parish Council boundary. The Chair asked the Clerk to add an agenda item for Brooklands Park and Highbrook View Community issues following the Brooklands Park Community Hall agenda item.</p>	<p>Clerk to add Highbrook View agenda item following Brooklands Park.</p>
10	<p><b>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</b></p> <p><b><u>Recreation &amp; Leisure Committee</u></b></p> <p>Sovereign Play will be at Meade Park to install the new item of play equipment on Monday 19<sup>th</sup> May.</p> <p>The pathway has been laid from the Cycle Track to the entrance to the BMX park at Little Stoke Park.</p> <p>Internal recycling Bins have been purchased for Little Stoke Community Centre and external in the park (outside the Café).</p> <p>A request has been made by a local resident for the installation of a pullup bar in Meade Park.</p> <p><b><u>Planning &amp; Transportation Committee</u></b></p> <p>Currently four Planning Applications to be discussed at the committee meeting in April.</p> <p><b><u>Finance &amp; General Purpose Committee</u></b></p> <p>£5,800 interest has been made this last year on a fixed rate Business Account.</p> <p>Chair of the Finance &amp; General Purpose Committee, Councillor Keiron Marsden suggested Members look into investing more funds in a fixed rate savings account. Further discussions will be held with the Clerk and Finance Officer, Catherine Slade to allocate some additional funds from ear-marked reserves and report back at the next committee meeting.</p>	
11	<p><b>To discuss and comment on current South Gloucestershire Council Consultations.</b></p> <p>None.</p>	

12	<p><b>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</b></p> <p><b><u>Councillor Neel DasGupta</u></b> Nothing to add that has not already been discussed on the agenda.</p> <p><b><u>Councillor Dave Addison</u></b> Nothing to add that has not already been discussed on the agenda.</p>	
13	<p><b>To receive Planning applications from South Gloucestershire Council.</b></p> <p>None.</p>	
14	<p><b>Any other business.</b></p> <p>Councillor Mike Brown likes the idea the resident has about installing a bench near the BMX track in Little Stoke Park and would like to see the bench to the side and not in the middle of the track for health and safety reasons.</p> <p>Councillor Sue Bandcroft discussed the Councillor surgery dates and the format members would like to follow when allocating Council Members to the time/ date and locations. The Clerk has devised a poster advertising the surgeries for Council members to adjust and send the information into the Parish Office for advertising.</p> <p>Councillor Neel DasGupta has been contacted by residents about a food trade vehicle parking at various areas within Stoke Gifford and concerns with the trader not holding the appropriate trading licence. Councillor Neel DasGupta will contact SGC licencing Department.</p> <p>Councillor Penny Richardson informed members Balfour Beatty have now reinstated the entrance gate to Forty Acres along with a kissing gate and overhead barrier. The Balfour Beatty team have installed approximately ten trees along the embankment and a handful of trees along the stream. It was suggested the Parish Council may wish to look into installing further trees to fill the gaps and improve the outlook of neighbouring properties. Councillor Penny Richrdson will link with the Clerk for this work.</p> <p>Councillor Keiron Marsden had noticed the licence application for the Convenience Store in Simmonds View has been passed subject to terms.</p>	<p>NDG contact SGC Licensing.</p> <p>PR/ Clerk.</p>
15	<p><b>Date of next meeting.</b></p> <p>13<sup>th</sup> May 2025.</p>	
16	<p><b>CONFIDENTIAL ITEMS.</b></p> <p>To resolve, by the nature of the sensitivity of items, to exclude the press and public [Public Bodies Admissions to Meeting].</p> <p>None.</p>	

Meeting closed 20:50

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

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

D Addison (Chair)

On behalf of Stoke Gifford Parish Council

DRAFT