



# 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, 14<sup>th</sup> April 2026 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, J Brunwin, M Brown, K Cranney, N DasGupta, M Gallagher, K Marsden, P Richardson, and A Shore.

Also in attendance were ten representatives for Grant Aid applications, ten residents PC Jack Bowen and J Rendell [Parish Clerk].

1	<p><b>Welcome and apologies for absence</b></p> <p>The Chair, Councillor Dave Addison welcomed all present to the meeting and due to a large number of representatives being present for the Grant Aid discussions this will take place following agenda item 2.</p> <p>The Clerk reported that apologies were received from Councillor Tony Hyde.</p>	<b>Actions:</b>
2	<p><b>To receive notification of any member's personal or prejudicial interest</b></p> <p>Councillor Neel DasGupta declared an interest in 6.8 and will not vote or take part in the discussion.</p> <p>Although the 40 Acres Group is inactive Councillors Jan Brunwin and Penny Richardson wished to declare their involvement with the group. The Clerk can confirm that as the councillors do not hold a formal decision-making role there is no Disclosable Pecuniary Interest so this falls within a non-pecuniary interest.</p>	

3	<p><b>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</b> New Beat Manager PC Jack Bowen and ten residents were in attendance</p> <p>PC Jack Bowen introduced himself to the local Councillors and residents delighted to take on the role of Beat Manager for the area of Stoke Gifford. PC Bowen will be working closely with the local PCSO Beat team and talked through the latest updates on the community engagement.</p> <p><i>Little Stoke Playing Field, Mead Park, and Fox Den Road continue to experience issues related to anti-social behaviour (ASB) such as retail theft and youths passing through. With the school nearby, Knightswood Road is experiencing ASB regarding road users by using the no entry road to save time on traffic.</i></p> <p><i>High visibility patrols are being increased around Morrison’s Daily because of the high rate of shop thefts. These are being conducted by one male, who the beat team and local tasking team are aiming to arrest imminently.</i></p> <p><i>High visibility patrols around Flatts Close, Stoke Gifford due to suspected drug dealing in the area.</i></p> <p><i>ASB within Flatts Close has caused tension between neighbours. We are working with housing association to resolve the issue.</i></p> <p><i>Talk to Us Events are run every 4 weeks, with the next one being 15<sup>th</sup> April at 12:00 at Little Stoke Parish Council. The one to follow this will be on 6<sup>th</sup> May at 10:00 at the same location.</i></p> <p><i>With the opening of Brooklands Park Community Centre, we are setting up 4 weekly Talk to Us Events there as well, with the first one taking place in the coming weeks. We also believe that it important that we are as engaged as possible with the youth of the area. Therefore, we have set up the same Talk to Us Events within Abbeywood Community School on 1st April at 12:15, which has been well received. These will also run 4 weekly.</i></p> <p><i>Crime Statistics for the month up until the 01/03 there has been 90 reported crimes in the Stoke Gifford and Little Stoke. For the previous month there were 68 offences reported. The amount offences reported in March 2026 have increased compared to March 2025. In the last 28 days there have been 3 arrests for 22 offences.</i></p> <p><i>Burglary offences have decreased compared to last month. We are still seeing reports of suspicious males seen trying car doors. Please can all suspicious incidents be reported to the police. There have been 18 theft offences, this has decreased since last month.</i></p> <p>Crimes reported in (November 2025) in (CN214).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Arson and Criminal damage</td> <td style="text-align: right;">7 offences</td> </tr> <tr> <td>Burglary</td> <td style="text-align: right;">3 offences.</td> </tr> <tr> <td>Drug Offences</td> <td style="text-align: right;">2 Offence</td> </tr> <tr> <td>Miscellaneous crimes against society</td> <td style="text-align: right;">1 Offence</td> </tr> <tr> <td>Possession of Weapons</td> <td style="text-align: right;">1 Offences</td> </tr> <tr> <td>Public order offences</td> <td style="text-align: right;">13 Offences</td> </tr> <tr> <td>Robbery</td> <td style="text-align: right;">2 offences</td> </tr> <tr> <td>Sexual offences</td> <td style="text-align: right;">5 Offence</td> </tr> <tr> <td>Theft</td> <td style="text-align: right;">23 Offences</td> </tr> </table>	Arson and Criminal damage	7 offences	Burglary	3 offences.	Drug Offences	2 Offence	Miscellaneous crimes against society	1 Offence	Possession of Weapons	1 Offences	Public order offences	13 Offences	Robbery	2 offences	Sexual offences	5 Offence	Theft	23 Offences
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	Vehicle offences	5 Offences		
	Violence against the person	28 Offences		
	<p>A resident queried whether Councillor Penny Richardson had pre-ordered the trees prior to the public consultation taking place. The Clerk confirmed that as RFO no payments have been processed through the council office. Councillor Penny Richardson confirmed that no order has been placed independently from the Council offices.</p>			
4	<p><b>To approve minutes of the last Full Council meeting dated 10<sup>th</sup> February and Finance &amp; General Purpose dated 10<sup>th</sup> March 2026</b></p> <p>The Full Council minutes dated Tuesday 10<sup>th</sup> February 2026 were agreed as an accurate record, proposed by Councillor Sue Bandcroft, seconded by Councillor Andrew Shore, a vote was taken, 9 for, 1 abstention proposal carried.</p> <p>The Finance &amp; General Purpose minutes dated Tuesday 10<sup>th</sup> February 2026 were then agreed as an accurate record, proposed by Councillor Sue Bandcroft, seconded by Councillor Andrew Shore proposal unanimously carried.</p>			
5	<p><b>To approve the expenditure and general accounts for March 2026</b></p> <p>The Clerk tabled financial correspondence for March 2026 which included payments totalling £53,307.40 for the Co-operative General account, with a cash book balance of £404,779.50 Councillor Keiron Marsden proposed acceptance, seconded by Councillor Sue Bandcroft, carried unanimously.</p> <p>The Clerk then tabled financial correspondence for March 2026 which included payments totalling £10,958.92 for the Brooklands Park Community Hall account, with a cash book balance of £15,637.26 Councillor Sue Bandcroft proposed acceptance, seconded by Councillor Max Gallagher, carried unanimously.</p> <p>Savings account. The Clerk then tabled the Lloyds cashbook totalling £228,517.50 (95 Day) including payments of £4.25 (banking fees) and income/ interest of £526.24.</p> <p>Chair of Finance &amp; General Purpose Committee, Councillor Keiron Marsden shared a report with members on the current budget.</p> <p>FY 2025-6 Budget YTD month 12 before year-end movement <i>This means some of the income and expenditure listed in the budget figures - room and pitch bookings, etc - may apply to the next (now current) financial year, and so needs to be moved out before the figures are finalised</i></p> <p><u>Summary</u> Budgeted a deficit of £59,000 Achieved a surplus of £37,738 * net income over expenditure (* subject to year-end movement) Income was £60,928 more than budgeted Expenditure was £35,810 less than budgeted When you include the net transfer from reserves of £26,149 elections £8,500 into reserves 3G £32,000 into reserves</p>			

	<p>CIL £22,500 from reserves (Meade Park play equipment from last year)          Brooklands £44,149 from reserves (cash flow for delayed grants)          This gives a final surplus of £63,887 * which all goes back into reserves</p> <p><u>Salaries</u>          underspend £54k</p> <p>Little Stoke Hall          income over budget by £26k          underspend £10k (solar etc)</p> <p><u>Brooklands</u>          grant income down £67k vs budget receiving £40k over next 2 years          legal fees £5k grant to be claimed          capital grants payment in kind          hall income down £9k (late open)          expenditure down £19k          cash flow shortfall covered by EMR</p> <p><u>3G Pitches</u>          income over budget by £9k at £34k          put aside £32k into EMR for replacement maintenance over spend by £1.5k</p> <p><u>Parks, Grass Pitches &amp; Allotments</u>          income over budget by £2k          grass pitch maintenance £2k over          underspend by £21k (capital £10k)</p> <p><u>Vehicle Repair, Maintenance &amp; Fuel</u>          underspend by £4.5k</p> <p><u>Community Projects</u>          underspend by £8k (despite Christmas lights)</p>	
6	<p><b>Grant Aid applications for 2026</b></p> <p>Ten representatives were present to talk through the Grant Aid applications  <i>Discussed earlier on the agenda (following item 2)</i></p> <p>1- Inclusive Change          Councillors felt more information is required to go through the financial aspect of the organisation and wished to see how many residents within the Stoke Gifford parish are directly impacted. Following discussion Councillor Mike Brown proposed to defer the application to the October Full Council meeting where the applicant can provide all the relevant information requested, seconded by Councillor Keith Cranney, unanimously carried.</p> <p>2- Stoke Gifford FC          Following discussion, Councillor Keith Cranney proposed to accept the grant request of £1,000, seconded by Councillor Neel DasGupta, proposal unanimously carried.</p> <p>3- Heart Heroes</p>	

<p>Following discussion, Councillor Keiron Marsden proposed to accept the grant request of £774, seconded by Councillor Keith Cranney, a vote was taken, 9 for, 1 abstention, proposal carried.</p> <p>4- Little Stoke Ladies Club Following discussion, Councillor Keith Cranney proposed to accept the grant request of £600, seconded by Councillor Penny Richardson, proposal unanimously carried.</p> <p>5- RBL Following discussion, Councillor Penny Richardson proposed to accept the grant request of £200, seconded by Councillor Neel DasGupta, proposal unanimously carried.</p> <p>6- Stoke Gifford WI Following discussion, Councillor Penny Richardson proposed to accept the grant request of £500, seconded by Councillor Max Gallagher, a vote was taken, 5 for, 1 against, 4 abstentions, proposal carried.</p> <p>7- Bridges For Communities Following discussion, Councillor Mike Brown proposed to defer this application to a Full Council meeting later in the year, seconded by Councillor Keith Cranney, a vote was taken, 4 for, 6 against, proposal not carried.</p> <p>Councillor Keiron Marsden then proposed to accept the grant application but to a reduced funding sum of £750, seconded by Councillor Penny Richardson, a vote was taken, 6 for, 4 against proposal carried.</p> <p>8- Bristol Dugra Puju This grant request is for the use of space within the Little Stoke Park area. The grassed area adjacent to the car park, outside of the council offices. The organisation would like to erect a large marquee and run a community based event over a five day period between 17<sup>th</sup> and 22<sup>nd</sup> October 2026. The Clerk highlighted many logistical points that would need to be clear before such a large event to take place at Little Stoke Park. Sourcing electricity, noise levels, parking to accommodate up to 300 people, use of toilets/ washrooms, and the appropriate licence certificate from South Glos Council. Due to the above and the need for the organisation to firm up the finer details, Councillor Penny Richardson proposed for this application to be considered once licencing has been sought and logistics agreed, seconded by Sue Bandcroft, a vote was taken, 9 for, 1 abstention, proposal carried.</p> <p>9- Stoke Lane AFC Following discussion, Councillor Sue Bandcroft proposed to accept the grant request of £1,000, seconded by Councillor Keiron Marsden, proposal unanimously carried.</p> <p>10- Four Towns Transport As the representative was unavailable to attend the application has been deferred to the May Full Council meeting. The Clerk has invited the representative.</p>	<p>Clerk to notify all applicants following the meeting</p> <p>Clerk to invite Four Towns representative to May Full Council</p>
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7	<p><b>Service Level Agreement request – Citizens Advice</b></p> <p>The Clerk informed members the Citizens Advice Development Manager has been in contact regarding the Service Level Agreement (SLA)</p> <p>See below received from Rebecca Brown:</p> <p><i>Please find attached draft SLA for continuation of the Stoke Gifford advice outreach service this financial year.</i></p> <p><i>You will note that we are moving away from one year agreements for all our outreach services - this involves less administration time for both of us and importantly provides more consistency of service for the residents we help. Clause 3.4 covers termination of the agreement which can still be actioned by either party at any time by giving 3 months' notice.</i></p> <p><i>We do have an added complication with this service in that for the past two years, two other parish councils have contributed a small amount towards its operation. For the SLA we can only have one 'lead' organisation - would Stoke Gifford Parish council be happy to lead on this? And invoice the others separately for any agreed contribution? Otherwise, I am open to suggestions on how we can best resolve that point.</i></p> <p>As CAB are looking for such a change to the current SLA agreement, Councillor Sue Bandcroft proposed to defer this item to Full Council in May and asked the Clerk to invite the Development Manager to the meeting to talk through the requirements, seconded by Councillor Andrew Shore, proposal unanimously carried.</p>	Clerk to invite CAB to meeting
8	<p><b>Update on Tree Project – public consultation</b></p> <p>The Clerk confirmed the date has now passed for the Public Consultation. Councillors have met to go through the responses. The consultation was available on the Parish Council website and hard copies at the two community buildings in the parish.</p> <p>Following discussion Councillor Mike Brown would like to see this item deferred to the next Full Council meeting in May where more time can be spent on the finer details, seconded by Councillor Keith Cranney, a vote was taken, 4 for, 4 against and 2 abstentions. This means the equal vote falls to the Chair, Councillor Dave Addison who passed the motion from Councillor Mike Brown to defer to May Full Council.</p>	Clerk to add item to May Full Council
9	<p><b>Brooklands Park &amp; Highbrook View.</b></p> <ul style="list-style-type: none"> <li>- Crest Nicholson – Lot 4 sports pitches and pavilion.</li> </ul> <p>No update on the Lot 4 sports pitches. The Parish Council registered interest in the sports facility hoping to see the sports pitches remain within the area. The Clerk will update once any further updates are received.</p> <p>A resident was present to ask the district members if they can chase a FOI request sent to South Glos Council from the Residents Association. The expected date for a response has</p>	District Cllrs to chase

	<p>passed and the resident would like a District member to chase the correct officer for a response. Councillor Andrew Shore has chased and will continue to do so, as well as the district members, Keith Cranney, Neel DasGupta, and Dave Addison.</p>	SGC
10	<p><b>Planning applications.</b></p> <p>Councillor Andrew Shore informed members there are currently two planning applications on the portal to be discussed before the April Planning &amp; Transportation meeting.</p> <p><b>P26/00558/HH 52A Kingsway Little Stoke South Gloucestershire BS34 6JW</b>  <i>Erection of single storey side extension to form additional living accommodation</i></p> <p>Following discussion Councillor Sue Bandcroft proposed objection to this planning application <i>for the following reasons –</i></p> <ul style="list-style-type: none"> <li>• <i>It will sit well forward of the established building line fronting Grange Avenue</i></li> <li>• <i>It will be up to the boundary line of the site adjacent Grange Avenue</i></li> <li>• <i>The extension will extend the dwelling by more half the width of the existing principal elevation of the existing dwelling, thereby being out of proportion</i></li> <li>• <i>No details of proposed finish / materials are provided</i></li> <li>• <i>The above aspects make it contrary to the planning policies, including CS1, PSP1, PSP8, PSP38 and the Householder Design Guide SPD (incl. pages 20 &amp; 25)</i></li> <li>• <i>It is of note that the dwelling is already an extension of the existing semi-detached pair of dwellings and the further widening proposed will affect the look &amp; balance of the terrace of dwellings and appear as an incongruous add-on</i></li> <li>• <i>It is also of note that the first application to create 52A, back in 2006, was refused due to being incongruous in appearance and unsympathetic to the character of the area, being only 1m from the Grange Avenue frontage and narrowing the feeling of openness at the Kingsway / Grange Avenue Corner, with that spaciousness being a recognised feature of the locality</i></li> <li>• <i>A scaled back proposal was then given consent, leaving a gap of 4m to the side of the site fronting onto Grange Avenue.</i></li> <li>• <i>This proposal would reduce that gap down to even less than the 1m which was refused previously and it would adversely affect the character and openness of the area</i></li> </ul> <p>Seconded by Councillor Neel DasGupta, proposal unanimously carried.</p> <p><b>P26/00713/TRE Land Adjacent To 48 Thornmarsh Close Stoke Gifford South Gloucestershire BS34 8AT</b>  <i>Works to Crown lift 1no. Fraxinus spp. (Ash species) (T10) to 3 metres. Covered by Tree Preservation Order SGTPO07/14 dated 1st July 2014</i></p> <p>Following discussion Councillor Neel DasGupta proposed no objection to this planning application, seconded by Councillor Keith Cranney, proposal unanimously carried.</p>	
11	<p><b>Any other business.</b></p>	

	<p>Councillor Sue Bandcroft has received many comments regarding the National Grid works on the highway on Hatchett Road and surrounding areas. The road traffic control signalling (lights) were inconsistent and at times not working, as well as the continuous impact the road works are having on the traffic in and around an already busy area.</p> <p>On reflecting through the meeting Councillor Andrew Shore mentioned the agenda was very top heavy, with the introduction of the new Police Manager, along with the ten Grant Aid applications which the council are now working slightly differently than before. Going forward when the Grant Aid applications are being discussed at the April and October Full Council meetings it will be prudent to have a lighter agenda to get business done within the two hour allocated time frame.</p> <p>Councillor Keith Cranney queried the purpose of the new Your Voice meetings. The meetings are useful with key representatives from all key stakeholders present to answer questions/ queries from residents. Police, Fire and District members but this did not seem to be the case at the recent meeting.</p> <p>The Chair, Councillor Dave Addison had an update on the launch of Special Expenses. South Glos Council launched a consultation on a proposed new Town &amp; Parish Council Special Expenses Policy.</p> <p>Special Expenses currently fund services such as parks and open spaces, play areas, public conveniences and allotments in some towns and parishes. As the district is now fully parished, the new policy aims to introduce a fairer and more transparent approach to how these services are funded and managed in future.</p> <p>The consultation runs from Monday 13<sup>th</sup> April to Sunday 19<sup>th</sup> June 2026.</p>	
12	<p><b>Date of the next Parish Councillor Surgery.</b></p> <p>18<sup>th</sup> April – Poplar Rooms, Trust Ground 13:00-15:00.</p>	
13	<p><b>Date of next meeting.</b></p> <p>12<sup>th</sup> May 2026 AGM followed by Full Council held at Brooklands Park Community Hall.</p>	
14	<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 21:22

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

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

D Addison (Chair)  
On behalf of Stoke Gifford Parish Council

DRAFT