



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE FINANCE & GENERAL-PURPOSE MEETING

Held on Tuesday, 8<sup>th</sup> March 2022

#### 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 D Addison [Chair], S Bandcroft, M Brown, E Brown, J Henshaw, A Hyde, T Jones, D Pembury, P Reich and A Shore.

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

1	<b>Welcome and apologies for absence.</b>  The Chair, Dave Addison welcomed all present to the meeting.  Apologies were noted from Councillors Keith Cranney and Brian Allinson.	
2	<b>To receive notification of any member's personal or prejudicial interest.</b>  Councillor Ernie Brown declared he is on South Gloucestershire Planning Committee, Stoke Gifford Trust Committee and Avon & Fire Authority. Councillor David Addison declared he is Chair of the Stoke Gifford Trust Committee. Councillor Sue Bandcroft advised she is the Chair of Friends of Forty Acres.	
3	<b>To approve the minutes of the last Finance &amp; General-Purpose meeting dated Tuesday 14<sup>th</sup> December 2021 and discuss any matters arising.</b>  The minutes dated Tuesday 14 <sup>th</sup> December 2021 were agreed as an accurate record proposed by Councillor Andrew Shore, seconded by Councillor Tony Hyde, unanimously carried.	

4	<p><b>Public Session [3-5 MINUTES PER PERSON WITH A MAXIMUM OF 15 MINUTES PER SESSION] – Four residents were in attendance.</b></p> <p>In light of the recent energy cost increases, a local resident asked the Parish to monitor the electricity use at the Community Hall to ensure maximum efficiency at all times. It was asked if the external lights that are currently on a programme possibly be put onto a sensor saving any unnecessary lighting/ energy wastage. The Clerk will liaise with the caretaker and check all lighting and ensure the most effective set up is in place at the Little Stoke Community Hall and grounds.</p> <p>A local resident enquired whether the set timing conditions are in place for all SGC Planning Applications as recent works appear to be taking place during unsociable hours. Councillor Ernie Brown confirmed that all planning applications have the set conditions in place.</p> <p>Planning &amp; Transportation Chairman Councillor Andrew Shore suggested to the Clerk that we could add a standard comment on the planning comments from the Parish Council ensuring that conditions set are adhered to.</p>	Clerk & AS
5	<p><b>To note the expenditure and general accounts for February 2022.</b></p> <p>The Clerk tabled financial correspondence for February 2022 which included payments totalling £36,665.58 for the Co-operative general account, with a cash book balance of £336,751.43.</p> <p>Council noted the expenditure and bank balance for the accounts for February 2022 which were unanimously approved and proposed by Councillor Ernie Brown, seconded by Councillor Sue Bandcroft, carried.</p>	
6	<p><b>To finalise year-end account and review budgets to date.</b></p> <p>The Clerk asked members to carefully go through the year-end accounts &amp; budgets and think about whether the Parish should look at additional investment strategies. The finances are in a very healthy place and following several meetings in the last 12 months with Chair of Finance, Chair of Council and Finance Officer Cath Slade, the 2021/22 budgets are on track and the Co-Op account along with EMR are now separated and more transparent.</p> <p>Committee Chair, Councillor Dave Addison proposed to move £80,000 into an EMR budget labelled Cheswick Village/ University Ward due to the parish boundary being reduced by SGC and the potential loss of the University ward. It is likely the parish will have to contribute a proportion of funds to getting the potentially newly formed Cheswick Village and Stoke Park Village up and running.</p> <p>Chair of Council, Councillor Ernie Brown agreed that due to close budgetary financial control on all council outgoings the financial position is strong, and members are able to monitor the budgets and accounts well and proposes to keep the current bank account/ budgets in their current form with no additional alterations and no investments required. Following discussion both proposals was seconded by Councillor Andrew Shore, unanimously carried. During quarter four the Parish have already approved projects currently underway and a 5-year plan which we continue to monitor closely.</p>	
7	<p><b>To receive recommendations from Parish Council Committees relating to expendi-</b></p>	

<p><b>ture across the Parish of Stoke Gifford.</b></p> <p><u>POSSIBLE ALTERATION OF PARISH BOUNDARY AND REMOVAL OF CHESWICK VILLAGE (SGC CONSULTATION)</u></p> <p>The Chair, Councillor Dave Addison discussed the implications on the finances of potentially losing Cheswick Village out of the Parish boundary. There are approximately 1,000 properties from Cheswick Village alone that would be removed from the Parish precept.</p> <p>It is hoped the new development in Harry Stoke will offset the precept loss but the majority of the new dwellings will not be complete for a few years.</p> <p>As we are unsure of the exact figures and the financial loss, the Chair Councillor Dave Addison proposed to move £80,000 into an EMR category for the potential loss of Cheswick Village, seconded by Councillor Ernie Brown, unanimously carried.</p> <p><u>POTENTIAL S106 FUNDING STREAMS FROM SGC FOR PUBLIC OPEN SPACE.</u></p> <p>The Clerk has received a S106 request from SGC where funding has been earmarked covering a small part of the Parish for the need of additional recreational open space, allotments and play area facilities. Following discussion, the below items were identified:</p> <ul style="list-style-type: none"> <li>- Installation of outdoor fitness equipment at the Trust ground.</li> <li>- Installation of a cricket net facility.</li> <li>- Installation of a 3G football pitch adjacent to the grass football pitch.</li> </ul> <p>Councillor Dave Addison will liaise with the Parish Clerk on the application form.</p> <p><u>BROOKLANDS PARK COMMUNITY HALL – PROJECT DELIVERY PLAN UPDATE.</u></p> <p>Councillor Dave Addison informed members that SGC and contractors met with Councillors earlier in the week to present the design and build of the Brooklands Park Community Hall. It was a very useful meeting and there were a few key points that members asked SGC to run with.</p> <ul style="list-style-type: none"> <li>• Can consideration be given to electric charging points in car park</li> <li>• SGPC would like a further briefing on the integration of the M&amp;E systems once further design work has been completed - likely end of March/ early April</li> <li>• Attempt to relocate the cleaner’s cupboard to facilitate external seating for café etc in outside space.</li> <li>• Possible location for external storage unit to be identified.</li> </ul> <p>It is hoped the Parish will be in a position to make a final decision on whether they take over the running and management of the Community Hall at the April Full Council meeting.</p> <p>Building work will start in June 2022 with the Community Hall open and available for hire in April 2023.</p> <p>Car electrical points, solar panels and an air sourced heat pump system to heat the building were discussed. The lease will be for 25 years with SGC with a 3-year break point. Looking through the business plan members have concerns with funding the predicted financial losses for years 1 and 2. Parish members would like to see additional funding streams from SGC and housing associations to help cover this cost.</p> <p>Councillor Dave Addison informed members the subcommittee are meeting, and potential funding streams will continue to be discussed.</p> <p>The Clerk will arrange for SGC and building architect to attend the Planning &amp; Transportation meeting at the end of the month to update members on the points dis-</p>	<p>Dave Addison</p> <p>Clerk sent invite to SGC</p>
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	<p>cussed previously.</p> <p>A local resident had concerns over the proposed heating system. Councillor Ernie Brown mentioned that the heating and electrical systems will be discussed in greater detail with the architects and engineers at the next meeting.</p>	11-03-2022
8	<p><b>To receive Planning applications from South Gloucestershire Council</b></p> <p>None</p>	
9	<p><b>Any other business relevant to this committee.</b></p> <p>Councillor Ernie Brown informed members that Councillor Brian Allinson expressed an interest in SGC installing speed bumps along North Road where vehicles are often found driving over the legal limit. Following discussion members are aware that SGC are monitoring the location and a 20mph speed limit has been recently implemented. Members were happy that SGC have reduced the speed limit to 20mph and are happy for SGC to continue to monitor this and give the 20mph a chance ensuring residents' safety. Members didn't feel that installing speed bumps was necessary at this point and were keen to see if the 20mph speed restrictions would improve the safety of the vehicles using the road.</p> <p>Councillor Mike Brown has noticed an increase in litter being dropped from various branded fast-food companies and enquired if the companies had a policy for litter picking. Councillor Trevor Jones mentioned the majority of fast-food outlets make their staff litter pick on a daily basis, but this would only cover the immediate vicinity.</p> <p>Councillor David Pembury has noticed a dangerous overhanging tree that appears to be protruding over the highway on Church Road. Councillor Trevor Jones has been informed about this and will send the Parish Clerk the details.</p> <p>Councillor Ernie Brown asked the Parish Clerk to present the draft minutes of the Finance meeting at the next available Full Council meeting. The finance meetings are held quarterly so it would help Parish members follow things up by discussing at the next available meeting. It is appreciated the minutes will be signed off and approved at the next Finance meeting.</p>	<p>Clerk informed SGC 11-03-2022</p> <p>Clerk</p>
10	<p><b>CONFIDENTIAL ITEMS.</b></p> <p>To resolve, by the nature of the sensitivity of items to exclude the press and public [<i>Public Bodies Admissions to Meeting</i>].</p> <p>None</p>	
11	<p><b>Date of next meeting:</b></p> <p>Tuesday 12<sup>th</sup> July 2022 at 19:00</p>	

Meeting closed 20:30

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

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

D Addison (Chair)

On behalf of Stoke Gifford Parish Council