



STOKE GIFFORD

PARISH COUNCIL

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STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FINANCE & GENERAL-PURPOSE MEETING

Held on Tuesday, 13th December 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, P Reich and A Shore.

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

1	Welcome and apologies for absence. The Chair, Dave Addison welcomed all present to the meeting. The Parish Clerk confirmed apologies were received from Councillor David Pembury.	
2	To receive notification of any member's personal or prejudicial interest. <ul style="list-style-type: none">▪ Councillor Ernie Brown declared he is on South Gloucestershire Council Planning 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.▪ Councillor Jacqueline Henshaw declared she was a member of the Stoke Gifford Trust Committee.▪ Councillor Tony Hyde declared he is Secretary of Stoke Gifford Retirement Village, Residents Association and ex-officio member of the ExtraCare Charitable Trust.▪ Councillor Trevor Jones declared he is on South Gloucestershire Planning Committee and is a Winterbourne Parish Councillor and is a Winterbourne Parish Councillor.▪ Councillor Pauline Reich declared she was a member of the Stoke Gifford Trust	

	Committee and Parish Council representative.	
3	<p>To approve the minutes of the last Finance & General-Purpose meeting dated Tuesday 12th July 2022 and discuss any matters arising.</p> <p>The minutes dated Tuesday 12th July 2022 were agreed as an accurate record proposed by Councillor Tony Hyde, seconded by Councillor Andrew Shore, unanimously carried.</p>	
4	<p>Public Session [3-5 MINUTES PER PERSON WITH A MAXIMUM OF 15 MINUTES PER SESSION] – Five residents were in attendance.</p> <p>A local resident expressed concern about the local bus service, the bus times are confusing, and the new bus route planned to be active in January 2023 seems to be extremely slow progress.</p> <p>It was acknowledged by a local resident that a couple of road accidents have happened on Gipsy Patch Lane since the opening of the through road which is causing concerns locally.</p> <p>The next Gipsy Patch Liaison Group meeting is being held at Little Stoke Community Hall 9th January 2023, 10:30.</p> <p>A local resident wanted to talk about the parish finances and the impact on SGPC once SGC rejig the parish boundary and form a new parish covering Cheswick Village and Stoke Park.</p> <p>Councillor Ernie Brown informed the residents the adjusted precept, budget and 5-year plan is being discussed later on the agenda. The finances will be discussed in detail at this stage.</p>	
5	<p>To note the expenditure and general accounts for November 2022.</p> <p>The Clerk tabled financial correspondence for November 2022 which included payments totalling £47,356.74 for the Co-operative general account, with a cash book balance of £394,287.98.</p> <p>Council noted the expenditure and bank balance for the accounts for November 2022 which were unanimously approved and proposed by Councillor Sue Bandcroft, seconded by Councillor Jac Henshaw, carried unanimously.</p>	
6	<p>To receive recommendations from budget working group in relation to the precept demand and budget for 2023/24. To include the 5-year plan.</p> <p>The Parish Clerk presented a table showing all the options for the parish precept 2023/24. The budget working group looked at the financial loss once the Cheswick Village boundary is removed from SGPC in April 2023 and amended the budget figures accordingly to offset the precept loss of a third from 2022/23 figures to 2023/24.</p> <p>The budget has been adjusted in the hope that services aren't too badly affected. Following discussion Councillors and local residents were keen to see officers and staff take as much work on as possible in-house making savings on outsourced contractors. The Clerk informed members we are now at capacity within the grounds team (three) following months of trying to recruit, and benches are being repaired hedgerows are being cut back and small trees are being failed. Clerk to manage this and where possi-</p>	

	<p>ble carry out works in-house.</p> <p>Chair of Council, Councillor Ernie Brown and Chair of Finance & General Purpose, Councillor Dave Addison informed members the budget working group had met to review current budgets and expenditure, and to discuss the Budget and Precept Demand for 2023/24.</p> <p>A paper was subsequently presented to the committee which made recommendations for a Precept Demand of £345,000 equating to a 2.7% increase.</p> <p>The paper shows several areas where budgets have been reduced and income levels addressed. The presented budget will, if all budgeted items are fully spent, result in a deficit of approximately £40,000. This will be covered from the £80,000 of council reserves previously set aside for financial adjustments arising from the loss of Cheswick Village and Stoke Park. Doing this will allow the actual impact to be assessed during the coming financial year to see if further adjustments will be needed in next year's budget.</p> <p>South Gloucestershire Council have advised that indicative Band D properties have decreased from 6150 to 4442 following the loss of Cheswick Village and Stoke Park. The revised Band D cost would be £77.67 a difference of £2.06 which was £75.61 in 2022/23.</p> <p>A budget of £481,370 expenditure was recommended with an income of £444,500.</p> <p>The Parish Clerk presented the updated 5-year plan for members to look through.</p> <p>The Precept and Budget for 2023/24 was then duly approved, proposed by Councillor Jac Henshaw, seconded by Councillor Pauline Reich unanimously carried.</p>	
7	<p>Confirm hire charges for community hall and sports pitches for 2023/24.</p> <p>The Clerk presented the current 2022/23 price list for room and sports pitch hire. Officers have researched hall and sports pitch hire around the local area and have added the officer recommendation for costings for 2023/24. The recommended costs are just below and on-par with the facilities around the local area.</p> <p>Following discussion members felt the one-off grass pitch booking should increase from £90 to £100 to warrant the workload required, pitch prep for grounds staff and officer admin work. Councillor Dave Addison proposed the officers' recommendations with the change to the one-off fixture charge, seconded by Councillor Mike Brown, unanimously carried.</p>	
8	<p>To receive recommendations from Parish Council Committees relating to expenditure across the Parish of Stoke Gifford.</p> <p>Planning & Transportation</p> <p>A few issues with the development by Sainsburys with off road parking and lack of road cleaning within the area.</p> <p>The traffic lights by the Mall, Cribbs Causeway continue to play up and are in the process of being fixed.</p>	

	<p>Recreation & Leisure</p> <p>The clerk was asked to obtain an up-to-date quote for the supply and install of a zip wire at Meade Park, this has been received at a cost of £18,150. Due to the decreased precept levels and loss of Cheswick Village Members felt its not the right time to install this additional piece of play equipment.</p> <p>SGPC continue to carry out work to the trees in the parish clearing dead trees and making safe where necessary.</p>	
<p>9</p>	<p>Planning Applications</p> <ul style="list-style-type: none"> • P22/06568/F 18 Hambrook Lane Stoke Gifford South Gloucestershire BS34 8QB <p>Objection - Stoke Gifford Parish Council object, as these houses (4 in total across the 2 applications) would be an overly intensive-development of the site (which has limited width for 4 dwellings) and be out of keeping with the current surroundings, by placing tall 2.5/3 storey dwellings directly opposite to the bungalows (on the western side of the road) and being overly dominant in relation to these bungalows and to the existing dwellings immediately to the south. It would be overbearing to the neighbouring property number 16 Hambrook Lane. This would be contrary to policies CS1, PSP8 and PSP38.</p> <ul style="list-style-type: none"> • P22/06557/F Land At 20 Hambrook Lane Stoke Gifford South Gloucestershire BS34 8QB <p>Objection - Stoke Gifford Parish Council object, as these houses (4 in total across the 2 applications) would be an overly intensive-development of the site (which has limited width for 4 dwellings) and be out of keeping with the current surroundings, by placing tall 2.5/3 storey dwellings directly opposite to the bungalows (on the western side of the road) and being overly dominant in relation to these bungalows and to the existing dwellings immediately to the south. It would be overbearing to the neighbouring property number 16 Hambrook Lane. This would be contrary to policies CS1, PSP8 and PSP38.</p> <ul style="list-style-type: none"> • P22/06576/HH 73 Field Farm Close Stoke Gifford South Gloucestershire BS34 8XX <p>No objection – members acknowledged the planning officers' comment on the application relating to the gas unit.</p>	
<p>10</p>	<p>Any other business relevant to this committee.</p> <p>Parish Clerk handed members the following audit papers.</p>	

	<ul style="list-style-type: none"> - To receive the Notice of Conclusion of audit, Annual Governance & Accountability Return Year end 31st March 2022. - PKF Littlejohn Auditor report and certificate. - Audit Report – in year Assurance 2022/23. <p>Councillor Jac Henshaw congratulated the staff for such a positive audit and thanked all involved.</p>	
11	<p>Stoke Park & Cheswick Village.</p> <p>Councillor Ernie Brown asked Councillor Tony Hyde to leave the meeting due to the members personal interest invested in standing for the newly formed committee...<i>Councillor Tony Hyde then left the meeting.</i></p> <p>The parish are waiting on the final financial figures and outlay of the boundary change and hope to receive further information in the new year.</p> <p>Councillor Trevor Jones confirmed the SGC Regulatory Committee have confirmed the boundary change and the format. Members believe SGPC will revert back to three wards consisting of a north/ central and south ward obtaining all 12 current Councillors with current University ward members falling under the south ward. Although the precept decline has been confirmed the parish still await any further financial impact as a result of the boundary change.</p> <p><i>Councillor Tony Hyde then re-joined the meeting.</i></p>	
12	<p>CONFIDENTIAL ITEMS.</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>	
13	<p>Date of next meeting:</p> <p>Tuesday 14th March 2023 at 19:00</p>	

Meeting closed 20:55

Signed: _____

Date: _____

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