



# STOKE GIFFORD

PARISH COUNCIL

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## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE RECREATION & LEISURE MEETING

Held on Tuesday, 21<sup>st</sup> January 2025

#### 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:

S Bandcroft, M Brown, A Hyde, M Gallagher, K Marsden, P Richardson and A Shore.

Also in attendance were J Rendell [Parish Clerk], SGPC Grounds staff, Caretaker, Community Development worker, Youth manager from FACE and two residents.

1	<b>Welcome and apologies for absence.</b>  The Chair, Councillor Penny Richardson, welcomed everyone to the meeting, including Councillor Max Gallagher to his first committee meeting. Councillor Jan Brunwin was in attendance as she was interested in the discussions on Grant Aid, agenda item 11.	<b>ACTION</b>
2	<b>To receive notification of any members' personal or prejudicial interest.</b>  None.	
3	<b>To approve the last Recreation &amp; Leisure minutes dated 15<sup>th</sup> October 2024.</b>  Councillor Tony Hyde proposed acceptance of the minutes of the last Recreation & Leisure meeting dated 15 <sup>th</sup> October, seconded by Councillor Sue Bandcroft, a vote was taken, 5 for, 1 abstention, proposal carried, and the minutes were duly signed by the Chair as a correct record.	

4	<p><b>PUBLIC SESSION [3-5 MINUTES PER PERSON WITH A MAXIMUM OF 15 MINUTES PER SESSION] – two residents were in attendance.</b></p> <p>A resident thanked the Parish Council officer, Cath Slade for continuing the Litter Picking group. Although the group is not well attended, several bags of rubbish are collected and disposed of around the highways and across the parks. Councillor Mike Brown is a regular litter picker through Little Stoke and in the North ward of the parish.</p> <p>The resident acknowledged the parks and recreational spaces managed by the Parish are always kept to a high standard, mentioning the Grounds staff that litter pick and clear the areas early mornings. Thanks were given to the Grounds team which were shared by all present at the meeting.</p> <p>The Chair, Councillor Penny Richardson, thanked the resident and informed members that discussions were taking place to figure out the best practical way the Litter picking group can run going forward. Councillor Sue Bandcroft will visit the office in due course to hold discussions with officers.</p>	
5	<p><b>Update from Youth Provider.</b></p> <p>One representative from FACE was present. Dawn Young, Youth Manager, updated members:</p> <p>Going into the winter period the youth work delivery in the area has been consistently delivered, with new contacts being made by the youth work team. There have been twenty-four youth work sessions in the reporting period, with over sixty individual young people participating.</p> <p><b>Open Access Monday Youth Club</b> at the Scout Hut: this is the only Centre-based youth club session in the area, with the age range being between 10 and 18. The team have worked with over fifty young people during this reporting period, with an even spread between 12- and 15-year-olds. The staff have been working with the young people to identify equipment and activities the young people want, and they now have a new TV and stand to play games on. The group also like to cook weekly and are keen to start a cooking skills group. We have just employed a third worker on these sessions to help develop the sessions.</p> <p><b>Detached Youth Work, Thursdays:</b> these sessions have been delivered across the Stoke Gifford area. Into the colder evenings, there have been fewer young people out and about, but the team have managed to check in with young people they do not see on a youth club session. We wanted to run a cooking course on these sessions, and were keen to find a suitable venue, but sadly this was not possible: no venue has the cooking facilities required. Once we find a venue suitable, we hope to work with groups to develop cooking skills and healthy eating, which will also encourage the young people to work towards their awards with us – including the South Glos Award and Duke of Edinburgh. We have also been looking at running sessions on the 3G sports pitch for young people, but the times did not work for this period.</p> <p>Other provision not directly funded by SGPC but complementing the work:</p> <p><b>Mobile Detached Provision – DORIS:</b> This has been funded by SNG and Clarion housing and started in November. The sessions have been delivered in Meade Park</p>	

	<p>car park on Friday afternoons and they have contacted at least twenty young people per session. The aim for January is to re-locate the vehicle to the Brooklands estate once permissions have been cleared. There is also discussion to park in the car park at the Trust Hall, but again permission is being sought. This piece of work has enabled the team to make lots of new contacts with young people in the area and begin to get a wider picture of need.</p> <p><b>Violence Reduction Partnership (VRP):</b> This work is concentrated on reducing youth violence, around gangs and knife crime. There is a weekly session funded by the VRP on Friday nights in the area led by FACE working in partnership with Krunch Southwest (based in Thornbury), which has been covering Little Stoke Park and Meade Park. The youth work team have been contacting groups and gaining intelligence around some of the issues. Some of the emerging themes in the last few months has included alcohol, cannabis, vapes and e-scooters. These sessions have also included an outreach worker from YPDAS – the South Glos young people’s drugs and alcohol team.</p> <p><b>Future plans:</b></p> <ul style="list-style-type: none"> <li>• Identify more suitable venues to deliver youth work.</li> <li>• Have a weekly mobile base near the Brooklands estate to start contacting new young people.</li> <li>• Collaborate with partners to support the new artwork project in Harry Stoke.</li> <li>• Link into the secondary school to look at potential sessions.</li> <li>• A multi-agency youth music event for young people in March around reducing youth violence.</li> <li>• Weekly sessions accessing the 3G courts at Little Stoke Park.</li> <li>• Looking for a continuation of funding for the mobile detached sessions.</li> <li>• Recruitment of a youth development worker for the Filton and Stoke Gifford area.</li> </ul> <p>Councillor Sue Bandcroft thanked the Youth Manager for continuing to keep the Parish Council up-to-speed and for the work that’s going on providing a vibrant youth provision across the Parish. Members were pleased to see the DORIS bus working well at Meade Park offering an outreach session in Stoke Gifford.</p> <p>The Chair, Councillor Penny Richardson, advised the Youth Manager she will contact Councillor Dave Addison who is also the link to the Trust Ground, regarding the possibility of holding an outreach session on the Trust ground and the availability of a fully operational kitchen facility on site.</p>	<p>PR to contact DA regarding Trust Ground availability.</p>
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6	<p><b>Community Development Coordinator in the Parish (Southern Brooks).</b></p> <p>Liz Evans updated members with the work being carried out in the Little Stoke area of the Parish. Liz continues to liaise with residents and the main topics that continue to arise are as follows:</p> <ul style="list-style-type: none"> <li>- The cost of living</li> <li>- Lack of activities for the over 60 age group</li> <li>- A start-up Warm Spaces session in Little Stoke</li> <li>- A start-up young children’s group held in the church in Little Stoke</li> <li>- Mental Health wellbeing</li> <li>- Running group sessions with the local Bees Society</li> <li>- Potential MAF funding via the District Councillors</li> <li>- Volunteers continue to help with groups and clubs through the area</li> <li>- Liz would be keen to help with the Litter picking group</li> </ul> <p>The Chair, Councillor Penny Richardson, thanked Liz for the update and for the good work being carried out.</p> <p><i>Liz Evans and Dawn Young (FACE Youth manager) left the meeting at this point.</i></p>	
7	<p><b>Update from Head Groundsman.</b></p> <p>Head Groundsman Colin Kenyon gave an update.</p> <p>Due to the mild and damp autumn, grass cutting proceeded well into the month of November, this of course had a knock-on effect because we didn't get on with the usual winter works like cutting back hedges and shrubbery until later. The Groundsmen have done a fantastic job in catching up and we are now in the process of lifting the tree canopies so we can cut safely under the trees once grass cutting season starts again.</p> <p>Looking at some of the grass around the recreational spaces it could be an early start to the cutting season if we don't get a prolonged cold period.</p> <p>We also have a couple of projects we can hopefully complete before the main grass cutting season starts. Works to the Jurassic Park and the hedgerow along the car park are the priority jobs.</p> <p><b><u>Machinery</u></b></p> <p>All the large equipment has been serviced and, in the main, is back on site. We are currently waiting for the Wessex rotary gang mower to come back from AJ Mowers, all that's left now is the hand tools, including the petrol trimmers.</p> <p><b><u>Staff</u></b></p> <p>All working well now. I would like to thank both Martyn and Andy for their continued support and the quality of the work they produce as it makes my life easier knowing what they deliver.</p> <p>The new play equipment will soon be installed in Meade Park subject to ground</p>	

	<p>conditions. We are liaising with the contractor as we don't want the same situation as we experienced with the contractors who installed the zip wire, and the bad weather conditions, etc during 2024.</p> <p>Councillor Sue Bandcroft thanked Head Groundsman, Colin Kenyon and the team for their continued work around the recreational spaces. The grounds always look well managed, well maintained and clear of litter.</p>	
8	<p><b>Update from Grounds Team &amp; Caretaker.</b></p> <p>Deputy Groundsman, Martyn Rendell and Groundsman, Andy Slade, informed members they continue to remove dead trees including smaller Ash trees around the Parish, trimming back hedgerows and crowning overgrown trees in preparation for the grass cutting season that is nearly upon us.</p> <p>The Buildings Maintenance and Cleansing Operative, Paul Passaway, updated members:</p> <ul style="list-style-type: none"> <li>• Over the month of December I have removed two bus shelters in Braydon Avenue. I have kept the Perspex to be recycled in the spring and used for some other damaged bus stops around the Parish.</li> <li>• I have decorated the meeting room, hallway, disabled toilet and the main hall over the last couple of months. This is ongoing due to the amount of footfall we have using the community centre and the disregard some parties/groups have when using the facilities. To try and reduce the problem I have added white strips with signs asking users to use them to stick items up rather than using the walls. I have also added additional signs asking people not to stick items directly onto the walls. Let us see if this helps in the long term.</li> <li>• Removing graffiti around the Parish is ongoing. Again, if you see anything then please contact me, and I will do my utmost to get it removed as soon as possible.</li> <li>• All noticeboards are looking tidy and are all up-together.</li> <li>• I managed the re-introduction of Christmas trees and lights on the parade of shops on Ratcliffe Drive in Stoke Gifford. Some positive and negative comments made. To be honest, I inherited the lights from someone else and they were poor, two sets of pink lights and two sets of bright blue lights, not to my taste and I think next year I will seek approval to buy some LED multi-coloured lights to go on the four trees. I think this will be nice. I might look at LED multi-coloured lights for the Kingsway parade of shops as well.</li> <li>• I have added solar lights to the signage around the car park to help visitors parking their cars read the signs so that they know when the car park is open and closed.</li> <li>• I am looking forward to spring and continuing some work on the play areas as per the annual Play Inspector's report. I am hoping the new play equipment soon to be added to Meade Park will enhance the slide and Zip Wire, bringing the whole area alive ready for the summer holidays.</li> <li>• We might add some planting to the little wooden fence around the zip wire later</li> </ul>	

	<p>in the spring.</p> <ul style="list-style-type: none"> <li>We are looking at extending the grey slate outside the office windows to follow round the corner of the building to the fire escapes.</li> </ul> <p>The Chair, Councillor Penny Richardson, thanked the Council staff for their reports.</p> <p><i>The Grounds staff and Caretaker left the meeting at this point.</i></p>	
9	<p><b>Forty Acres cycle track solar lighting and cycle/ pedestrian paintwork improvements.</b></p> <p>The Chair, Councillor Penny Richardson, informed members this item will continue on the agenda until SGC are able to carry out the intended works to the solar cycle track lighting and cycle/ pedestrian paintwork following the extensive project being undertaken by Balfour Beatty. Once the site is cleared by Balfour Beatty, the Chair/ Clerk will inform SGC and chase the work.</p>	
10	<p><b>Update from SGC initiative, Greenprint Live Labs 2.</b></p> <p>The Chair, Councillor Penny Richardson, informed members that the Clerk and 3 committee members met with SGC via TEAMS on the 17<sup>th</sup> January and the Greenprint Livelabs schedule was discussed along with the feedback following year one and recommendations from the SGC operatives.</p> <p>The meeting was held to discuss several plots currently included in the Greenprint project in Little Stoke, and whether they should be definitively removed from the project this year. Although the Parish Council had broadly supported their removal (following the representations of several residents) at the October committee meeting last year, SGC had expressed concerns about their loss to the overall Greenprint project. The aim of the meeting was therefore to discuss these plots in more detail.</p> <p>Aside from agreeing on the areas serviced under the Livelabs project, the following actions were agreed by SGC:</p> <ul style="list-style-type: none"> <li><b>Action</b> - It was agreed that SGC Grounds Team would ensure that in 2025 Stoke Gifford would be the second Parish to receive the first cut and collect of the season (once cut 1 in the Yate area had been completed). This would help ensure the grass was shorter than when first cut in 2024.</li> <li><b>Action</b> - SGC to produce an updated electronic browser map at an early opportunity and share with Stoke Gifford Parish Council in order to help identify easily which plots are within / outside of the project in 2025.</li> <li><b>Action</b> - SGC to ensure Stoke Gifford Parish Council is provided with data from the year 2 cut and collect activity when available and a copy of the Year 2 report – expected to be available at the end of March / April 2025.</li> <li><b>Action</b> - SGC Grounds team and Stoke Gifford Parish Council to remain in close contact so as to be able to highlight any areas where residents have concerns – so these areas could be cut first.</li> <li><b>Action</b> - If necessary, Stoke Gifford Parish Council to forward any residents' concerns to SGC for them to address the issue(s) raised and answer any queries.</li> </ul>	

11	<p><b>Discussion on Grant Aid allocation for 2025/26.</b></p> <p>Members discussed the way the Parish Council offers Grant Aid to local groups/ clubs and organisations.</p> <p>Councillor Keiron Marsden explained that Citizens Advice and Turtle summer play scheme have been removed from the annual Grant Aid scheme and added as a separate entity to be discussed independently, outside of the Grant Aid budget discussions. £12k Grant Aid funding has been approved for the 2025/26 financial year.</p> <p>The following points were raised:</p> <p>Advertise new scheme on SGPC Website and Noticeboards. To include full details:</p> <ul style="list-style-type: none"> <li>• what/who the Grant is for</li> <li>• application process</li> <li>• amount available</li> <li>• deadline dates</li> <li>• assessment process</li> </ul> <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 &amp; will be favourably considered</p> <p>Timescale 2 application deadlines per year:</p> <ul style="list-style-type: none"> <li>• 1st April - £6,000 total funds</li> <li>• 1st October - £6,000 total funds</li> </ul> <p>Decision-making Grant Aid bids submitted on time will be discussed at the next Full Council meeting &amp; a decision made at that meeting:</p> <ul style="list-style-type: none"> <li>• 1st April deadline – discussed at Full Council meeting on 8th April</li> <li>• 1st October deadline – discussed at Full Council meeting on 14th October</li> </ul> <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 Repeat Bids: 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. The recommendations above will be taken to the Full Council meeting on Tuesday 11<sup>th</sup> February 2025 for a decision.</p>	
12	<p><b>Update on Local Nature Action Plan (SGC).</b></p> <p>Councillor Sue Bandcroft informed members the local nature action plan continues to progress, more bat boxes and hedgehog boxes are planned to be made and added to more areas in the Parish. Working alongside Parish staff Rachel Madden, the Parish</p>	



	<p>website is continually updated with the various periodic works across the Parish.</p> <p>Councillor Sue Bandcroft would like to see more wildflowers planted in the parks and recreational spaces and any ideas for locations are welcome.</p>	
13	<p><b>Community Litter Picking group. Next get-together Wednesday 12<sup>th</sup> February 2025.</b></p> <p>The next Community Litter picking day is being held at Little Stoke Community Hall on Wednesday 12<sup>th</sup> February, 13:00. This will be weather dependent and updated on the Parish website. All welcome.</p> <p>The Chair, Councillor Penny Richardson, and other members are talking with officers and looking into ways the litter picking group could be more effective going forward. Currently Finance Officer Cath Slade oversees the group and joins in the litter pick. It is hoped someone can take this on and investigate covering more areas around the Parish, and potentially at different times and dates.</p> <p>Councillor Penny Richardson and Sue Bandcroft will continue to link with the office on future meetings.</p>	PR and SB to link with officers.
14	<p><b>Any other business relevant to this committee.</b></p> <p>Councillor Keiron Marsden has received contact from residents from the lower part of North Road, near Osbourne Court &amp; the St Michael's Centre, complaining about intermittent train horn noise from Parkway Station during the early hours.</p> <p>The Clerk has contacted GWR, but the Public Affairs Manager doesn't believe the noise would be coming from a GWR train and it's more likely from the Freightliner Depot, also using the station during the early hours.</p> <p>Response from GWR:</p> <p><i>We have investigated and don't believe the use of the horns on the dates and times you've specified were from GWR trains, and more likely to be from the Freightliner depot at the station.</i></p> <p><i>We do have train movements through the night, and we do want to be a good neighbour which means drivers are reminded on a frequent basis on appropriate use of horns. As Richard said, there are operational and safety reasons which can necessitate use of the horns so there may be times when they will be used, including through the night.</i></p> <p>Councillor Keiron Marsden will feed back to the residents.</p> <p>Councillor Mike Brown asked the Clerk about the meetings held with SGC and the building contractors for the Brooklands Community Centre build. Councillor Mike Brown is keen to learn more about the solar panels, batteries and the heat pump being installed. The Clerk confirmed no meetings are taking place with the builders as they have asked the Parish not to be present. The current on-site meetings relate to structure and build design. The Parish will be invited to the meetings nearer the build completion. Currently, the next get-together of the Brooklands sub-committee is scheduled for February where the SGC representative will be present to update the Parish on the project.</p> <p>The Clerk is waiting back on information on the following:</p>	SGC to



	<ul style="list-style-type: none"> <li>- Confirm the heat pump location</li> <li>- Electrical network cables, socket locations</li> <li>- Provision for door access control hardware on main doors</li> <li>- Car park lighting, how are they controlled</li> <li>- Telephone/ Broadband, are we getting full fibre</li> <li>- Detail on solar panel batteries and heat pump</li> </ul> <p>Councillor Andrew Shore informed members that SGC Streetcare will be undertaking minor highway works on Gypsy Patch Lane and Hatchet Road from Monday 27<sup>th</sup> January for approximately two weeks. These snagging works are being undertaken as part of the Cribbs Patchway metrobus extension project and include the following:</p> <ul style="list-style-type: none"> <li>• Removal of a redundant footpath across the northern verge near to 35 Gypsy Patch Lane.</li> <li>• Re-profiling the path next to the toucan crossing near to 30 Gypsy Patch Lane.</li> <li>• Installation of tactile paving in several locations.</li> <li>• Installation of coloured surface treatments and direction arrows in several locations to highlight pedestrian/cyclist routes.</li> <li>• Installation of high friction surfacing and alterations to junction markings.</li> <li>• Changes to damaged or out-of-date traffic signs.</li> </ul> <p>The works are generally minor in nature and SGC do not anticipate any significant disruption. Some of the works are weather dependent, so the dates could be subject to change.</p> <p>Councillor Andrew Shore mentioned that today's format and structure of the Recreation &amp; Leisure meeting has worked well.</p>	respond.
15	<p><b>Date of next meeting.</b></p> <p>15<sup>th</sup> April 2025.</p>	

Meeting closed 15:55

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

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

P Richardson (Chair)

On behalf of Stoke Gifford Parish Council

DRAFT