



STOKE GIFFORD

PARISH COUNCIL

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STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE PLANNING & TRANSPORTATION MEETING

Held on Tuesday, 28th April 2026

EMERGENCY PROCEDURE

In the eve 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 asked to either switch off or make silent their mobile phones.

PRESENT:

Cllrs D Addison, S Bandcroft, M Brown, K Cranney, N DasGupta, T Hyde, K Marsden, P Richardson, and A Shore.

Also in attendance was John Rendell (Clerk) and nine members of the public.

| 1 | Welcome and apologies for absence The Chair, Councillor Andrew Shore welcomed all present to the meeting. The Clerk informed members that no apologies have been received from Councillors. | ACTIONS |
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| 2 | To receive notification of any member's personal or prejudicial interest None | |
| 3 | To approve minutes of the last Planning & Transportation meeting dated 24th March 2026 Clerk to add SGTL next to the reference of the Bypass on item 5 Clerk to add an action - for Clerk to arrange for a side meeting of Councillors on item 8 regarding the café at Brooklands Park. With the above added the minutes dated Tuesday 24 th March 2026 were then agreed as an accurate record, proposed by Councillor Keiron Marsden, seconded by Councillor Sue Bandcroft, a vote was taken 7 for, 2 abstentions (not present at the meeting) proposal carried. | |

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| 4 | <p>Public Session [Maximum 15 minutes, up to 3 minutes per person]</p> <p>A resident who attended the previous Planning & Transportation meeting to put forward a request for SGC to make alterations to the road and roundabout at Parkway north (March agenda item 5), attended the recent Your Voice meeting and raised the request with SGC officer Darren Davison. The Chair, Councillor Andrew Shore will chase Darren for a response.</p> | Andrew Shore to chase Darren Davison |
| 5 | <p>Update on previous planning applications</p> <p>The Chair, Councillor Andrew Shore gave a brief verbal update on previous planning applications.</p> <ul style="list-style-type: none"> ○ 80 Simmonds View (extension) – SGC granted permission (SGPC no objection) ○ Ivy House, Mead Road (extension) – SGC granted permission (SGPC no objection) ○ 87 Elm Close (CLP) – Permitted Development Rights agreed by SGC (SGPC no objection) ○ Nicholson House, Lime Kiln Close (storage) – awaiting decision (SGPC objection) • Ash Cottage (extension) – SGC granted permission (SGPC no objection) ○ • 9 Gatesby Mead (window) – awaiting decision (SGPC objection) ○ • Crantock (extension / HMO) – awaiting decision (SGPC objection) ○ Little Stoke Primary School (solar panels) – awaiting decision (SGPC no objection) ○ Unit H2, Bolingbroke Way (security shutters) – CLP application approved by SGC (SGPC no objection) | |
| 6 | <p>Planning Applications</p> <p>Should planning permission be granted, the given the residential area, SGPC request the inclusion of a condition restricting the hours of working (and movement or delivery of machinery or building materials), during the period of construction, to 07:30 – 18:00 Monday to Friday, 08:00 – 13:00 Saturdays and with no working permitted on Sundays or Public Holidays.</p> <p>The above condition request is added to the Parish submissions, where appropriate.</p> <p>a) P26/00718/HH 87 16 Church Road Stoke Gifford South Gloucestershire BS34 8QA <i>Erection of single storey rear extension to form additional living accommodation</i></p> <p>Following a short discussion, Councillor Keith Cranney proposed no objection, seconded by Councillor Sue Bandcroft, proposal unanimously carried.</p> | |

b) P26/00694/HMO 39 North Road Stoke Gifford South Gloucestershire BS34 8PB

Installation of 2no. side dormers to facilitate change of use from small House in Multiple Occupation (HMO) (Class C4) to large 8 no. bedroom, 8no. person HMO (Sui Generis) (as defined in the Town and Country Planning (use class order) 1987.

Following a discussion, Councillor Neel DasGupta proposed to object to this application on the following grounds:

- *It will be overly dominant due to an increased roof height and squaring off the entire roof, with two large flat roof elements dominating and totally changing the roof form*
- *It will be very boxy-looking and does not respect or integrate with the architecture and surroundings*
- *It will not integrate into the area well and will have a detrimental impact to the character of the host building and of the street scene / locality*
- *The dormers are not sited sufficiently below the main ridge of the roof*
- *The dormers are not sited sufficiently above the eaves*
- *The dormers are not sited sufficiently back from the roof verge or sides*
- *It will introduce significant window misalignments, for both dormers, with the existing windows*
- *It would be a discordant, incongruous, overly intense development*
- *The poor design would be further exacerbated by white UPVC cladding for the dormer, being completely out of keeping*
- *It is prominent position on a road junction and its proximity to and being visible from the village green & war memorial make the proposals particularly inappropriate*
- *It needs 8 secure, covered cycle spaces. Despite claims to have 5 such spaces, we cannot see them, and 5 would be insufficient*
- *Access to the 4 car parking spaces will be very problematic, with the layout / access often requiring multiple vehicle manoeuvres to access the inner-most spaces*
- *There is no indication of adequate refuse / recycling storage facilities, and how they would be accessed. We note claims to have existing hallway & outdoor storage, but we can't see them on the plans*
- *It requires 70m² of private outdoor amenity space, but none is shown*
- *The above make it contrary to multiple policies, including CS1, PSP1, PSP8, PSP16, PSP38, PSP39, PSP43 and the Supplementary Planning Documents 'Householder Design Guide' and 'Houses in Multiple Occupation'*

Proposal seconded by Councillor Dave Addison, unanimously carried.

c) P25/01074/RM Phase 5 Infrastructure Land East of Harry Stoke South Gloucestershire

Creation of strategic infrastructure including access, highways, drainage, and landscaping for Phase 5 (Approval of Reserved Matters to be read in conjunction with Outline permission PT16/4782/O).

Following a discussion, Councillor Sue Bandcroft proposed to refer this application to Winterbourne Parish Council as it falls within the Winterbourne boundary and just outside of the Stoke Gifford parish, that said councillors are happy to make comment but will do so once more detailed plans are made available, with slight wording tweak sug-

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| | <p>gested by Councillor David Addison, seconded by Councillor Andrew Shore, proposal unanimously carried.</p> <p>Words submitted to SGC portal –</p> <p><i>“Stoke Gifford Parish Council note that the development falls largely within the Winterbourne Parish boundary and that Winterbourne Parish Council should be consulted.</i></p> <p><i>Nevertheless, as a neighbouring and potentially impacted parish, Stoke Gifford Parish Council reserve the right to make comment but will do so once more detailed plans are available to appraise, for example regarding the appearance, layout and amenity of the development.”</i></p> <p>d) P26/00829/HH 25 Bakers Ground Stoke Gifford South Gloucestershire BS34 8GD <i>Conversion of existing garage to form additional living accommodation</i></p> <p>Following a short discussion, Councillor Keith Cranney proposed no objection, seconded by Councillor Penny Richardson, proposal unanimously carried.</p> | |
| 7 | <p>Brooklands Park & Highbrook View</p> <p>The Clerk gave a brief update on the community hall. Bookings are starting to pick up following the various Open Days/ Events on site and residents are being made aware of the community facility. Confirmed bookings in the main hall are increasing each week. Crest Nicholson have confirmed they have scheduled in some external work to the sloped tarmac area at the front of the building for next week (following the Bank Holiday weekend). The highway grade tarmac required on the pathway towards the front entrance of the car park is expected to be laid later along with highway work through the Brooklands Park estate.</p> <p>A Brooklands Park resident who is also a member of the Brooklands Park Residents Association would like to bring some points recently raised to members for consideration:</p> <ul style="list-style-type: none"> - The window film on the front window makes the café area look closed and the building more like council offices than a community building - Asked members how the Parish Council plans to review the new centre - Confusion over Councillor Surgery and Police Beat Surgery dates - How events in the new community centre are advertised - Hong Kong Food Market hire on a Friday evening - The Residents Association continue to chase for a response from SGC following a Freedom of Information request – Councillor Andrew Shore will chase. <p>Councillor Sue Bandcroft suggested to members that as the usage of the hall increases and the building itself becomes busier the Parish Council should start to look into providing more staff, more manned hours on site covering a larger proportion of the day where the office is manned, like the Little Stoke Community Hall setup.</p> <p>The Clerk informed the resident that all Councillor Surgeries and Police Beat Surgeries dates and times are on the Parish Council website, as well as periodically on the twelve notice boards across the parish. Any clubs/ groups or organisations based within the par-</p> | <p>Andrew Shore to chase FOI again</p> |

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| | <p>ish or if they use the Councils facilities can also be advertised on the parish website.</p> <p>The Chair, Councillor Andrew Shore was on site recently and caught up with the site Administrator. Bookings for the main hall are increasing and look to be ahead of expectation at this point, which is positive to see, with the meeting room bookings a bit behind.</p> <p>Councillor Penny Richardson asked the Clerk to clarify with the installer if the window film can be easily removed, and if so proposes we remove the film to help the visual aspect allowing people to see in the café space, and also remove the council logo that makes the building appear like a council office rather than café space, seconded by Councillor Dave Addison, proposal unanimously carried.</p> | |
| <p>8</p> | <p>Any other business relevant to this committee</p> <p>Councillor Andrew Shore showed some recent photos of pothole repairs, some carried out to a higher standard than others, which he has flagged up to SGC Highways, and some with sealant used. Councillor David Addison commented that there may be a variation between different highways repair gangs.</p> <p>Following many months of various road works along Hatchet Road and surrounding areas, some of the grass verges look unkept and in need of some attention. Councillor Sue Bandcroft believes the contractors have left the grass verges in a poor state. The Chair, Councillor Andrew Shore has a contact at SGC for the contractor that carried out the work and will make contact in due course.</p> <p>Councillor Keith Crannney has heard that SGC are no longer sealing potholes due to the potential danger caused on two wheeled vehicles and does not believe this to be true. The Chair, Councillor Andrew Shore also confirmed this is not true and in fact there are several instances where potholes have been filled and sealed in recent months.</p> <p>Councillor Keith Cranney has noticed a spike in graffiti in Little Stoke in recent weeks. The Clerk has identified some graffiti on the flats along Little Stoke Lane and reported it to Bromford Housing. The Clerk asked members to report any graffiti within the parks and recreational spaces into the Parish Office.</p> <p>Councillor Mike Brown noticed on social media one of the timber benches installed by Balfour Beatty as part of their community programme, was stolen from Royal Park. The Clerk and Grounds Team are aware.</p> <p>Councillor Neel DasGupta has received contact from residents who have been complaining about the household bins being left by Suez operatives blocking highways once they are being emptied. This is being investigated.</p> <p>District Councillor Dave Addison informed members the SGC Planning policy is being looked into and may well change going forward which will alter the way Planning applications are monitored checked and commented on. The Chair, Councillor Andrew Shore believes the changes are not currently clear and we need clarification of these changes before being able to make comment. Councillor Addison would also like the</p> | <p>Andrew Shore to contact contractor</p> |

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| | <p>local plan to be modified to put less emphasis on maximising new houses at the detriment of wider considerations and he would appreciate support from other members to help push for this.</p> <p>Councillor Keiron Marsden informed members the Parish Council have now had confirmation from SGC the total amount of Community Infrastructure Levy (CIL) for the current financial year is £81,682.65</p> <p>Councillor Keiron Marsden attended the Town & Parish Council Forum recently (together with Councillor Andrew Shore) and a presentation was carried out on the Special Expenses programme expected to be rolled out in 2027. It was noted the bus shelters will no longer be included within the programme. Further information will be sent to SGC Clerks in due course.</p> <p>Councillor Keith Cranney raised the recent news report stating SGC will be demolishing the old Stoke Youth Building and replacing it with either affordable housing or an early year’s education centre on the grounds.</p> | |
| 9 | <p>Date of next meeting</p> <p>26th May 2026 @ 19:00. To be held at Brooklands Park.</p> | |
| 10 | <p>CONFIDENTIAL ITEMS</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> | |

The meeting closed at 20:40

Signed: _____

Date: _____

A Shore (Chair) On behalf of Stoke Gifford Parish Council