



STOKE GIFFORD

PARISH COUNCIL

Community Hall, Little Stoke Lane, Little Stoke, Bristol, BS34 6HR

Tel: 01454 865202

Email: clerk@stokegifford.org.uk

Web: www.stokegifford.org.uk

STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE PLANNING & TRANSPORTATION MEETING

Held on Tuesday, 26th May 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 S Bandcroft, M Brown, K Cranney, K Marsden, P Richardson, and A Shore.

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

1	To elect the Chair of Planning & Transportation Committee for 2026/27 Councillor Keith Cranney proposed to elect Councillor Andrew Shore as Chair, seconded by Councillor Keiron Marsden, a vote was taken, 5 for, 1 abstention, proposal carried.	ACTIONS
2	Welcome and apologies for absence The Chair, Councillor Andrew Shore thanked members for being elected as Chair and welcomed all present to the meeting. The Clerk informed members that apologies have been received from Councillor Dave Addison, Neel DasGupta, and Tony Hyde.	
3	To receive notification of any member's personal or prejudicial interest None	
4	To approve minutes of the last Planning & Transportation meeting dated 28th April 2026 The minutes dated Tuesday 28 th April 2026 were then agreed as an accurate record, proposed by Councillor Keiron Marsden, seconded by Councillor Mike Brown proposal unanimously carried.	

<p>5</p>	<p>Public Session [Maximum 15 minutes, up to 3 minutes per person]</p> <p>At this point in the meeting the Chair, Councillor Andrew Shore informed members that sadly local Councillor Tony Griffiths passed away recently. Thoughts and wishes go to his family.</p> <p>Trees in Little Stoke area – a resident has been chasing SGC for an update on the maintenance of exiting trees in the area. There are several trees in the area that need attention.</p> <p>SGPC Website – now meetings are being held at two venues a resident asked for the website to be up to date to ensure the locations are clear for each meeting. The venue for the Planning & Transportation meeting was recently updated.</p> <p>Highway grass verges – the grassed verge near the Tesco on Ratcliffe Drive is still in a poor state following some recent service underground works. The Chair, Councillor Andrew Shore continues to be in contact with the contractor responsible for conducting this work (via SGC Highways) and will check to make sure this work is on the schedule for completion.</p> <p>New SGC blue recycling bags – now residents put out the blue recycling bags for soft plastics they are ripped open by foxes/ birds scattering the contents of the bag across the highways and into the roads.</p> <p>Road surface repairs – a resident was pleased to see some tarmac work taking place on the road recently on Bush Avenue.</p>	<p>Chair to action</p>
<p>6</p>	<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"> - Plot B2 Horizon 38 Bolingbroke Way (erection of commercial workshop/warehouse) – SGC granted permission (SGPC no objection) - 16 Church Road (rear extension) – SGC granted permission (SGPC no objection) - 52A Kingsway (side extension) – SGC granted permission (SGPC objection) <ul style="list-style-type: none"> o Despite lack of details on materials and sitting forward of building line on adjacent road (corner plot), unfortunately tight timescales made it difficult for Ward Members to call this to SGC committee - Little Stoke Primary School (solar panels) – SGC granted permission (SGPC no objection) - Unit G8 Bolingbroke Way (external alterations) – SGC granted permission (SGPC no objection) - 25 Bakers Ground (garage conversion) – awaiting decision (SGPC no objection) = 39 North Road (extension /HMO) – awaiting decision (SGPC objection) 	

	<ul style="list-style-type: none"> - Crantock (extension / HMO) – awaiting decision (SGPC objection) - Nicholson House, Lime Kiln Close (storage) – awaiting decision (SGPC objection) 	
7	<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) P26/00856/F Building 185 Rolls Royce Plc Rolls Royce Site Gloucester Road North Filton South Gloucestershire BS34 7QE <i>Installation of external plant and equipment, and external alterations to the eastern elevation of Building 185 (retrospective)</i></p> <p>Following a short discussion, Councillor Sue Bandcroft proposed no objection, seconded by Councillor Keith Cranney, proposal unanimously carried.</p> <p>b) P26/01057/CLP 5 Tyrrel Way Stoke Gifford South Gloucestershire BS34 8UY <i>Conversion of existing garage to provide additional living accommodation.</i></p> <p>Following a discussion, Councillor Sue Bandcroft proposed no objection, seconded by Councillor Keiron Marsden, unanimously carried.</p> <p>c) P26/01095/HH 139 Bakers Ground Stoke Gifford South Gloucestershire BS34 8GD <i>Erection of two storey and single storey rear extensions to form additional living accommodation.</i></p> <p>Following a discussion, Councillor Keiron Marsden proposed no objection, seconded by Councillor Mike Brown, unanimously carried.</p> <p>d) P26/01102/PNH 12 Hercules Close Little Stoke South Gloucestershire BS34 6JE <i>The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 4m, and for which the height of the eaves would be 3m.</i></p> <p>Following a discussion, Councillor Andrew Shore proposed to object to this planning application, due to insufficient information provided to meet permitted development rights, seconded by Councillor Sue Bandcroft, a vote was taken, 5 for, 1 abstention, proposal unanimously carried.</p> <p>Final words submitted –</p> <p>Stoke Gifford Parish Council object to this PNH planning application due to insufficient plans/information supplied to be able to check that it meets the criteria for permitted development rights and for meaningful neighbour consultation (eg. no dimensioned plans, no elevation information & no details of proposed building materials). We note there is a second live planning application for a garage extension/conversion.</p>	

e) P26/01103/CLP 12 Hercules Close Little Stoke South Gloucestershire BS34 6JE
Erection of single storey extension to existing garage and conversion of garage to a gym/office.

Following a discussion, Councillor Andrew Shore proposed to object to this planning application, due to not meeting permitted development rights being an extension to an existing garage and the lack of information on drainage, seconded by Councillor Sue Bandcroft, proposal unanimously carried.

Final words submitted –

Stoke Gifford Parish Council object to this CLP planning application due to the proposed extended garage appearing to be outside the criteria for permitted development rights (e.g. having a self-contained shower room) and there being no information to show the proposed building materials and the drainage of waste and surface water, in a way that safeguards adjoining property.

We believe this should be submitted as a full planning application.

We note there is a second live planning application for a rear extension.

The Chair, Councillor Andrew Shore informed members of a query on the latest Circulated Schedule. The Clerk receives weekly updates, and it is shared with the Chair.

On inspection there is an application included **P24/00002/MOD Deed of Variation to Section 106 Legal Agreement attached to planning permission PT06/1001/O relating to the community centre**, which appears to show the site falling under the remit of Winterbourne Parish Council within the Winterbourne ward. The Clerk has contacted the Case Officer who is on leave for Half Term, retuning back to office on Monday 1st June.

Members were concerned over the wording used for the proposed nullification of the following two paragraphs from the Section 106 agreement which is not necessary and compromises dual-use land and/ or Category 1 Open Space for community purposes and potential future changing facilities.

- If the Council serves an On Site Election Notice and simultaneously elects to incorporate the Dual Use Land within the enlarged Primary School Site of 2.01 hectares then the Community Building shall be enlarged in addition to the 493 square metres referred to in Schedule 5 so as to contain sports changing facilities adequate for the use of the Dual Use Facility (whether or not the Council actually builds the Primary School)
- If the Council serves an Off-Site Election Notice and the Primary School Site of 1.51 hectares is used by the Council for Category 1 Open Space then the Community Building shall be enlarged in addition to the 493 square metres referred to in Schedule 5 so as to contain sports changing facilities adequate for the use of the Primary School Site for Category 1 Open Space

	<p>The wording appears to go further than simply bringing the S106 agreement in line with the agreed as built building specification and potentially impacts the ongoing viability of the community hall.</p> <p>Following discussion, Councillor Keiron Marsden highlighted the urgent need to take action as the deadline for calling-in date by a District Councillor is Thursday 28th May, and proposed for the present District Councillor, Keith Cranney to call it in, so this application can be reviewed by SGPC and considered by the Strategic Sites Committee, after SGPC have had time to review, take legal advice if necessary and have a better understanding of the implications, seconded by Councillor Penny Richardson, proposal unanimously carried.</p>	<p>Keith Cranney to call-in application to SGC committee</p>
<p>8</p>	<p>Brooklands Park & Highbrook View</p> <p>A member of the Brooklands Park Residents Association was present and requested an update from members on the following points recently raised by the group:</p> <ul style="list-style-type: none"> - A S106 requirement for general waste bins to be situated across the parish (the Chair is following this up) - Update on road surface works and waiting restrictions (the Chair has chased this) - Chasing some Landscaping works caused by the maintenance company, querying ownership and who to chase for works (the Chair is following this up) - Oxleigh Way has now become a busy through road it has become dangerous during the peak times each day - Query on the adoption of land through the estate, is it best practice to not have any amenities within the area until the Housing Association have completed the work move off site, and hand the land to SGC - The adoption of Hayes Way (in another parish) is taking years to be adopted, many months after completion. Councillor Keiron Marsden will contact the MP regarding there being a national need for speedier highways adoption following new housing developments. 	<p>Keiron Marsden to contact MP (Claire Hazelgrove)</p>
<p>9</p>	<p>Any other business relevant to this committee</p> <p>The Chair, Councillor Andrew Shore discussed the following points:</p> <ul style="list-style-type: none"> • East of Harry Stoke Stakeholder Meeting (which Councillors Andrew Shore & Sue Bandcroft attended recently) • Planning application process (responsible authority committees to have formal training, believe this already applies in SGC) • New Local Plan Inspectors Hearing (Chair attending for certain topics) • Road surface repairs (including North Road / Hatchet Road junction) 	

	<ul style="list-style-type: none"> • SGC consultations – incl. Hambrook - A4174 Bus Lane (closing 6th June) <p>Councillor Penny Richardson – further to residents’ concerns, local PC Jack Bowen has written to SGPC expressing concerns over the persistent road related issues ongoing at the junction of Knightwood Road, Stoke Gifford and Winterbourne Road and the challenges in policing them. In recent months residents have been reporting road users regularly performing illegal left turns from Winterbourne Road, onto Knightswood Road to avoid traffic congestion. PC Jack Bowen is recommending new signage to the area. The Chair, Councillor Andrew Shore will be sending the police support letter to SGC with a Parish Council request, also supported by Ward Councillor Dave Addison, that new signs be installed as this work on the highway falls within the remit of SGC.</p> <p>Councillor Sue Bandcroft – received a few queries from residents regarding the poor condition of recently laid tarmac, to pavements, where newly laid tarmac is bubbling in areas and burned away (with the hot weather experienced recently)</p> <p>Councillor Mike Brown – a reminder that residents need to report all incidents in the parks and recreational spaces to the Police so they can formally log the incidents. Travellers were seen on the main road with a group of small youths on the back of a cart being towed by horses. This looked dangerous especially being ridden on the main road.</p> <p>Councillor Keiron Marsden – attended a recent Special Expenses meeting where SGC confirmed they will be consulting with local town and parish councils and not residents regarding the proposed project expected to start in April 2027. The primary aim from SGC is to hold a service contract with all town and parish councils going forward. All Play area equipment being handed to the parish council will be in a reasonable condition and then replacement items will be within the remit of the town and parish council. Recently attended another meeting on Land East of Harry Stoke on the Travel Plan and there seemed to be queries over two Metro bus stops planned for each side of the road but no further information was available on the time frame, build, and payment.</p>	
10	<p>Date of next meeting</p> <p>23rd June 2026 @ 19:00. To be held at Little Stoke Community Hall.</p>	
11	<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 21:00

Signed: _____

Date: _____

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