



Stoke Gifford Parish Council

# 2020 ANNUAL REPORT



Councillor

KEITH CRANNEY

The year saw the start of the CPME Metro Bus Gipsy Patch Railway Bridge widening works and road closure being undertaken by Griffiths Contractors with Network Rail, The project got off to a good start but sadly the works came to a temporary end as the Covid 19 Virus took hold of the country.

The stopping of the contract came at a time that the bridge was due to be moved into position.

However now that the country is beginning to ease its forced Covid 19 lockdown the contractor is planning to resume their project and are now hoping to prepare for a possible closure of the rail network and a bridge move in November 2020.

## STOKE GIFFORD PARISH COUNCILS NEW OFFICES

The Parish Councils new office, meeting room and Café facilities have been now completed.

We have welcomed the opening of the Little Stoke Community Café being operated by Hayley Mannion which has proved to be a great success but again owing to the Covid 19 lockdown of food premises it was forced to temporarily close until restrictions were lifted, but is now currently opened and serving the public again.

We saw an incursion again of a traveller gaining access to Meade Park but with the support of Police and other agencies we successfully regained the park with minimum cost to the council or council tax payers.

We again saw another Highly Successful Stoke Gifford Trust Ground Fete in the Village run by the Trust Committee.

Prior to the Covid 19 lockdown, Stoke Gifford Parish Council held its successful Car-Boot Sale during the summer of 2019.

# Chairman's Report

## STOKE GIFFORD PARISH COUNCILS REPORT 2019 / 2020

### GRAFFITI

Graffiti has been an increasing issue of great concern to us as a Parish Council and our residents throughout this area.

In order to tackle the problem we negotiated a contract with Streetcare to enable us to remove much of the unsightly artwork or (Criminal Damage) from residents property within Stoke Gifford.

### GRANT FUNDING

Stoke Gifford Parish Council and its district council members have continued to fund and support our Citizens Advice Centre here in the Parish which has been highly successful in helping our residents and community throughout Stoke Gifford - Little Stoke - Cheswick - UWE - Parkway North & Harry Stoke.

We have continued to provide community grant funding to many of our local community groups.

### POLICING

The Police continue to run Beat Surgeries here in Little Stoke Community Centre, attended by officers of Stoke Gifford neighbourhood policing team on Wednesday mornings.

We have now seen a change of Police Beat Manager due to promotion we have said farewell to P.C. Julie Rudyard who has been of great support here in Stoke Gifford for several years.

We now say Hello and Welcome to P.C. Elizabeth Ball who as a long standing Police Officer and Beat Manager who previously covered the Winterbourne and Cheswick beat and also supported us here in Stoke Gifford over many years now joins us here as the Beat Manager of Stoke Gifford Beat Team

Elizabeth Ball is supported by her fellow PCSO who I am sure is now well known to most of our local residents PCSO Archie Flook, has provided great support to us all here throughout Stoke Gifford.

### STOKE GIFFORD PARISH APPOINTMENTS

Stoke Gifford Parish Council said farewell to its Clerk – Steve Shield who moved on to pastures new.

We now say Hello to our new Parish Clerk – John Rendell who has joined us with previous experience in his prior role at Bradley Stoke Town Council.

We now say Hello to Rachel Madden who has joined our office admin staff.

Also Hello to Steve Liddiatt who has joined our Grounds staff.

The Parish Council has seen the appointment of a new Parish Councillor – Cllr Andrew Shore.



Parish Clerk  
JOHN RENDELL



Office Admin Staff  
RACHEL MADDEN



Grounds Staff  
STEVE LIDDIATT



Parish Councillor  
CLLR ANDREW SHORE



## PARISH COUNCIL NEWS UPDATES

- The Parish Council has now set up its new website which is now proving to provide more information to all our residents on what is happening here within Stoke Gifford.
- The Parish Council has a new I.T. System and a long awaited I.T. support contract .
- The Parish Council has installed new Park Signage across all its park areas.
- The Parish Council has improved and fitted a new kitchen to replace its outdated kitchen within the Parish Councils Main building.
- Works are being undertaken to improve the Councils toilets here in the main building
- The Parish Council are actively taking part in discussions with South Gloucestershire Property Services and acquisitions team to enable us to express our interest in taking over the running of a new community facility planned to be built in our parish ward area " Highbrook Community Hall"
- The Parish Council has installed what has proved to extremely popular Gym equipment here in Little Stoke park. This project was funded and made possible by Tesco which hopefully now can continue to be used freely by residents again now that Covid Lockdown restrictions are eased.
- The Parish Council has continued to install and maintain new noticeboards and bus shelters, dog bins, litter bins and benches
- We have improved the lighting within the Muga and it will have another further lighting upgrade in the near future.
- We have improved the football goal posts.
- We have improved our parish meeting room furniture.
- Cheswick has seen a new Notice board installed - I would like to express our grateful Thanks to all our local residents and parish councillors who regularly provide help in keeping the Noticeboards up together and clean, all your help is invaluable, Thank you.



## GROUNDS STAFF

The Parish Councils grounds staff have continued to provide grounds maintenance of all our parks here throughout Stoke Gifford throughout the Covid 19 Lockdown.

They have kept all our park facilities clean and cleared of litter and have kept all areas well maintained.

I would like to say a Big Thank You in appreciation for all the work they have continued to carry out on behalf of the Parish Council and our residents.

The last 12 months have seen many changes and I would like to express my grateful Thanks to our Clerk -John Rendell and the Admin Team and Parish councils Caretaker / Cleaner for all that they have done to keep the ship afloat here throughout the year and especially through the Covid 19 lockdown. Thank You

Last but not least "Thank You" to all our Parish Councillors and District council members here within Stoke Gifford Parish and especially Thanks again to all our local residents here in the Stoke Gifford Parish for attending the meetings and offering to help and contribute in anyway possible.

CLLR KEITH CRANNEY

**Chair- Stoke Gifford Parish Council  
2019/20**



# Planning Report

Councillor

DAVE ADDISON



**The change by South Gloucestershire Council to the planning procedure has made it difficult for residents to attend and voice their opinion at Sites visits. Your councillors have been working hard to try and change the procedure as locals know the area and impact on society. As a result, it is understood that the procedure is currently under review and we are hopeful it will be changed to allow residents to have their voice.**

As well as the many domestic planning applications, there are two major topics which have occupied the planning committee.

The first of these is the planned development adjacent to Sainsbury's on Fox Den which has the potential to significantly worsen peak time traffic around Brierly Furlong into Stoke Gifford Village.

The second is the ongoing Harry Stoke development. One conclusion after considering the huge amount of documentation associated with Harry Stoke is that reviewing and commenting on such large developments is very difficult with the current planning portal.

There remains several topics which have the potential for major impact on the area over which the Parish Council have very little influence.

The metro bus work on Gipsy Patch Lane and the proposed arena on the old Filton airfield are both examples of developments where we could have hoped for more consideration of input from the Parish

Going forward, I would like to wish Councillor Andrew Shore success as the new chair of the Planning and Transportation Committee.

# Financial Report

**Having been Chair of Council for the last seven years I welcomed this new role as the Chair of Finance. It has been a challenging year but a rewarding one. Stoke Gifford is one of the largest Parish Councils in the country with two railway stations, a university, and many green and open spaces for the public and sporting enthusiasts to use and enjoy.**

As a Parish Council we currently hold three finance meetings throughout the year and treat them each with the same authority as Full Council, this saves time and effort as the decision stands without having to be moved to Full Council for approval. Again, we have managed to keep our spend within budget. I have always thought the running of Council should be treated as a business and not a given that we can rely on increasing our precept to offset any financial impact. This is achieved by ensuring our Parish Council finances are properly regulated and stay within our budget targets, and this has been substantiated by clear audits for a number of years.

The Parish Council receive several sources of income from the precept to the hire of our sporting facilities, funding from building developers (S106) and S. Glos community infrastructure levy (CIL). Our Little Stoke new community hall extension, mainly funded from S106 monies has been a concern with the contractor letting us down and given notice, however I am pleased to say it is now fully open and working well. Although the works took far longer than expected this has also been in our favour by allowing council to build up funding without having to use additional sources such as a public works loan and pay interest.

One of the main benefits is the addition of the café bringing more people into the park and using our facilities. It is a pleasure to see and of course the business it brings in is also very welcoming.

One of the most important lessons I have learnt in my many years is that you are either 'growing or not growing'. And by not growing you are stagnating (at best) or declining (at worst). Therefore, seven years ago as Chair of Council I introduced a 5 year plan, this is a live working document to be reviewed at each Finance meeting for inputs from both councillors and residents. It allows us to set goals, challenges and plan our financial future to meet our increasing needs.

With the impact of COVID 19, apart from the precept there has been zero revenue coming into council however due to good fiscal control over the past seven years we have managed to overcome the financial loss and still keep the precept for Yr 20/21 to a bare minimum of approx 2% whilst some neighbouring councils have had to increase by 15%. Should we have a second wave of this virus, resulting in nil income from the hire our facilities we will still have sufficient funding in our emergency reserves to be financially sound. Again this is due to good business management by our staff and Parish Councillors.

## FINANCIAL STATUS

At end March 2020 the Parish Council had £165,000 in General reserves (minimum mandatory amount being £107,500, 25% of precept), also a further £142,000 in EMR (better known as emergency reserves) plus the Precept of £430,000. Should there be zero revenue this year due to a second wave of the virus and yet still continuing to maintain our facilities we will only use £29,500 of our EMR, still leaving us financially well off and more important not asking residents for any financial support by increasing the precept beyond keeping inline with inflation.

Chair of Finance

ERNEST BROWN





# BMX track improvements



South Glos Council have funded the Parish Council £55,641 for the improvements to the BMX track. The facility is extremely popular with local residents ranging from all ages and all small wheel-based sports, scooters skateboards and BMX bikes.

This is a very exciting and much needed project and one we very much look forward to completing. The current BMX track is popular with local residents, but Council have identified the need to improve on the surface.

Little Stoke Playing Fields is an impressive attraction bringing in hundreds of residents onto the site every day, and we feel the BMX improvements will further enhance the service we provide.

## Recreation and Leisure Committee

**This has been a very difficult start to the year with Covid-19 taking a stronghold on the country, fortunately for the Parish our finances have been very well managed by our exceptional staff & Councillors.**

### PARKS & OPEN SPACES

Ground staff have been very busy keeping all of our parks & spaces in excellent condition & due to no football & rugby they have managed to catch up on some much needed maintenance in other areas, e.g park furnishings, BMX track & the tower in Meade park. We as a council have received many complimentary comments by residents & visitors about how well kept our parks & open spaces are. It has been great to see so many people enjoying these areas since the lock down and I'm sure that all of you are aware of how fortunate we are as a Parish to have such great parks and now having experienced them for the first time they will be used a lot more, unfortunately although the majority of people do clear up their rubbish there are a few that do not & this has meant a lot of additional work for the ground staff, so a big Thankyou to the ground staff.

If you are not aware, we are always looking for volunteers to litter pick in other areas of the parish not covered by our ground staff & litter picking equipment is available from the office.

We have also had new signage put up in all the parks, & new notice boards in some areas.

### FOOTBALL

We hope will be resuming in September and we look forward to being able to accommodate our local teams again.

### CRICKET

Bradley Stoke cricket club have shown an interest in using Little Stoke park for playing matches & the use of our facilities ie. changing rooms, showers & of course tea & sandwiches.

### OUTSIDE KEEP FIT EXERCISE EQUIPMENT

New exercise equipment has been installed outside the Little Stoke community Hall which now that lockdown has been reduced can be taken full advantage of.

### BMX TRACK

This facility seems to be a lot more popular recently & the Parish will be soon be carrying out a much needed make over & we would like to hear from anyone who would like to start & run a BMX club perhaps for the younger children.

### LITTLE STOKE PARK COMMUNITY HALL EXTENSION

The new build has been completed and the new facilities have been up and running for well over 8 months now, the addition of the Cafe has been a great success & with a lot of effort by the owner Hayley & her staff during these last few months the cafe has been operating a take away service which has been a bonus for all the park users during the lock down period.

In addition to the building extension we have also refitted the old kitchen & we are in the process of refurbishing the existing toilet facilities.



### Chair of Recreation & Leisure MIKE BROWN



# WE ARE OPEN!



**Stoke Gifford Parish Council**

## **Little Stoke Community Hall**

### **OPEN FOR BUSINESS**

You can book:

- 3G Pitches
- Tennis Courts
- Football Pitches
- Community Hall
- Corporate Room Hire

Excellent facilities all  
bookable at competitive  
prices.

#### **To Book:**

**T. 01454 865202**

**E: [admin@stokegifford.org.uk](mailto:admin@stokegifford.org.uk)**

**For more information visit:**

**[stokegifford.org.uk](http://stokegifford.org.uk)**



Stoke Gifford Parish Council, The Community Hall, Little Stoke Lane, Little Stoke, BS34 6HR



# Message from the Parish Clerk

**I am pleased to be able to bring you, the residents of Stoke Gifford Parish, the Annual Report for 2020. Since leaving my position at Bradley Stoke Town Council, where I was Deputy Town Clerk and Premises Manager for the past 17 years, we have been extremely busy since the turn of the year looking to improve on the operation of the Parish that has been laid by the previous Clerk Steve Shield.**

Before having to adjust to life through COVID-19 we were able to set up IT support ensuring the office equipment is able to cope with the daily demands. We are proud owners of a new Parish Council website that we find is much more accessible and user friendly ensuring we can update all residents on council business and with all the latest news & information. In May we were able to update the flatbed vehicle the Grounds staff use on a daily basis getting around the Parish, cleaning and clearing the grounds, cutting grass, trimming hedges, emptying bins and maintaining the upkeep of the premises and land owned by the Parish.

The Community Hall is now fully operational and we are open for business which is great to see. We now have an excellent facility at Little Stoke Community Hall and Playing fields being able to offer the local residents the chance to hire a room for a family party, a function, a meeting room, or space for a local club or organisation to frequently meet.

We also have many football and rugby grass pitches that are very good condition along with the 3G pitch which is growing ever popular.

The Community Café has been extremely productive over the past few months and has been open for takeaways which has allowed residents the chance to leave home to enjoy our recreational space, for a walk/ dog walk or even just a chance to meet up with friends and colleagues and grab a coffee.

I have been extremely impressed with the work ethic of the Parish Council Staff since my arrival, especially during the COVID-19 period which has made things particularly difficult. The Grounds Staff have kept on top of the many acres of grass land within the Parish remit, including the parks play areas and open spaces and I think now life is very slowly returning to somewhere near 'the norm' we are reaping the benefits of the hard work put in through May and June.

The Office Staff have continued to run the administration of the Council whether from home or from the office and have worked well ensuring we are able to adjust to the vigorous demands/ restraints put on us through the pandemic especially financially.



Parish Clerk & Responsible Financial Officer

JOHN RENDELL



## Meetings

### Full Council Meeting

Tuesday 8th September 2020 - 7pm

### Youth Committee Meeting

Tuesday 15th September 2020 - 7pm

### Planning & Transportation Committee Meeting

Tuesday 22nd September 2020 - 7pm

### Full Council Meeting

Tuesday 13th October 2020 - 7pm

### Planning & Transportation Committee Meeting

Tuesday 27th October 2020 - 7pm

### Full Council Meeting

Tuesday 10th November 2020 - 7pm

### Recreation & Leisure Committee Meeting

Tuesday 17th November 2020 - 7pm

### Planning & Transportation Committee Meeting

Tuesday 24th November 2020 - 7pm

### Finance & General Purpose Committee Meeting

Tuesday 8th December 2020 - 7pm

## Council Members and Staff

### Council Members

**Dave Addison**  
Chair of Finance

**Brian Allinson**

**David Beesley**

**Ernest Brown**  
Chair of SGPC

**Mike Brown**  
Chair of Recreation & Leisure

**Keith Cranney**  
Vice Chair of SGPC

**Jenny James**

**Matt Lavis**

**David Pembury**

**Pauline Reich**

**Andrew Shore**  
Chair of Transport & Planning

**Simon Waters**

### Council Staff

**John Rendell**  
Parish Clerk & Responsible Financial Officer

**Rachel Madden**  
Administration & Marketing

**Catherine Slade**  
Finance & Administration

**Steve Crump**  
Caretaker  
**Ira Davey**  
Cleaning Staff

**Colin Kenyon**  
Head Groundsperson

**Ashley Jones**  
Groundsperson

**Steve Liddiatt**  
Groundsperson

## Services & Facilities

**Little Stoke Community Hall**  
[www.stokegifford.org.uk/services](http://www.stokegifford.org.uk/services)

**Little Stoke Community Café**  
Tel: 07751 194510

**The Stokes Community Centre**  
[www.stokegifford.org.uk/services](http://www.stokegifford.org.uk/services)

**Outdoor Sports**  
[www.stokegifford.org.uk/services](http://www.stokegifford.org.uk/services)

## Reporting

### Report Fly Tipping

All fly tipping should be reported to South Gloucestershire Council so they can take action to remove it.

### Report Pot Holes

All pot holes and damaged road surfaces should be reported to South Gloucestershire Council so they can take action to repair them.

### Report Overgrown Footpaths & Walkways

Overgrown footpaths and walkways can be reported to South Gloucestershire Council so they can take remedial action.

[www.southglos.gov.uk/general-information/online-services/report/](http://www.southglos.gov.uk/general-information/online-services/report/)

### Report Graffiti

Stoke Gifford Parish Council are keen to keep on top of the ever increasing graffiti problem around the Parish.

Officers can report graffiti to South Glos Council whether on private or public land and as long as the property owner/ landlord will sign a waiver form the Parish Council can arrange for the clearance for an agreed fee between Councils.

Please report to Stoke Gifford Parish Council Officers for graffiti in the Parish.

**Phone: 01454 865202**  
**Email: [admin@stokegifford.org.uk](mailto:admin@stokegifford.org.uk)**

South Gloucestershire Council

**Phone Streetcare: 01454 868000**  
**Email: [streetcare@southglos.gov.uk](mailto:streetcare@southglos.gov.uk)**

*Note from South Gloucestershire Streetcare Department*

Our graffiti team price up each job individually so they can check that the graffiti removal is likely to be successful, assess if any damage may occur to the surface during graffiti removal and ensure they have access for their equipment. As a guide, for an averaged size tag on a residential property (e.g a rear garden wall) the charge would be £30.

## Further Information

### Western Power Distribution

Responsible for electricity sub stations and junction boxes, will remove graffiti on their equipment on request from members of the public.

**Phone: 08456012989 weekdays 8am-6pm Email: [info@westernpower.co.uk](mailto:info@westernpower.co.uk)**

### BT/Openreach

Responsible for telephone boxes and green junction boxes, will remove graffiti on their equipment on request from members of the public

**Telephone boxes (BT):**  
**Phone: 0800 661610 Email: [customer.serv.payphones@bt.com](mailto:customer.serv.payphones@bt.com)**

**Green cabinets (Openreach):**  
**Phone: 0800 023 2023 Option 1: Damaged green cabinets and/or open doors on them**

### Royal Mail

Responsible for Post Boxes, will remove graffiti on their equipment on request from members of the public.

**Phone Customer service: 08457740740 Email: [contactus@royalmail.com](mailto:contactus@royalmail.com)**

### Virgin Media Street Cabinets

Responsible for roadside street cabinets, will remove graffiti on their equipment on request from members of the public

**Virgin Media Graffiti Removal: 0330 333 0444**

Stoke Gifford Parish Council, The Community Hall, Little Stoke Lane,  
Little Stoke, BS34 6HR

Tel/Fax: 01454 865202 | Email: Council Administration