



Stoke Gifford Parish Council



2024/25

# ANNUAL REPORT

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

# About Your Parish Council

## The Parish Council aims to improve the quality of life for the residents of Stoke Gifford

We will endeavour to encourage and promote the best social and environmental practices for the Parish of Stoke Gifford by managing services, assets and the resources of the Parish Council for the benefit of the local community.

### Our Pledge to You

- Provide high standard and cost-effective services to help meet the needs and wishes of local residents.
- Engage in open dialogue with residents to understand their needs and together, work out how we will address these needs within the resources and powers available to the Parish Council.
- Actively pursue a representational role.
- Assist, encourage and empower groups and individuals to address local needs.
- Promote the best interest of the Parish for the betterment of the local and greater community.
- Work together with all sections of the community.
- Engage in the protection of the environment within the means of the Council.

### We Provide Leisure Facilities & Amenities

We (Stoke Gifford Parish Council) provide a number of adult and youth football pitches, rugby pitches, funding towards the youth provision service in the Parish and a mixed wheel pump track. In addition, we also manage and maintain five recreational areas of open space, a number of play area facilities and a community café.

All equipment is periodically checked and serviced (where possible) by RoSPA qualified SGPC staff.

We undertake projects to enhance and upgrade existing facilities and to provide new amenities for residents and visitors to enjoy.

## We Support Local Organisations

The aim of the Parish Council's Grants Scheme is to promote an active community in Stoke Gifford. The Parish Council recognises and supports the valuable contribution made by the voluntary sector to the well-being of the community.

We provide financial support for community organisations working for the benefit of Stoke Gifford Parishioners, with the intention of improving the range of services and activities in the Parish.

## We Act for the Benefit of the Local Community

We act for the benefit of the local community and often conduct public consultation exercises to gauge a representative public view of what local people want and how they would like us to act.

The Parish Council is represented on many organisations and management bodies. We work in conjunction with NALC (National Association of Local Councils) on local issues that affect us all and we liaise with South Gloucestershire Council on Parish matters, including planning applications.

## We Provide a Service

We strive to provide local residents with a cost-efficient service by providing the best value for money. We arrange and/or host annual events including car boot stalls, fun fair shows, Trust Ground Fete, football tournaments and a dog show.

Members and staff of the Parish Council are pleased to assist you.

A large proportion of the Council's time is spent representing, lobbying and campaigning for the needs of our community.

An Annual Report is produced to keep local residents informed of the activities of the Parish Council.

Stoke Gifford Parish Council is constantly looking for ways to improve services in the community. If you spot something that needs attention or something that could be improved, please let us know in the Parish Office or SGPC website.

## Local Police Beat Team

As your local police team we aim to be highly visible in the community, listening to your concerns and addressing root causes of crime. We would encourage the public to be our eyes and ears and report to us their concerns. Please come along to our Police Beat Surgeries and talk to us face to face.

There is currently a "Walk and Talk" initiative that we are very keen to adopt, this can be booked online at Avon & Somerset Police.

### PC Elizabeth Ball



*"We are delighted to be able to volunteer and look after this planter in the village at the bottom of Hatchet Lane. It was left unattended for quite some time so we volunteered to plant it and manage it as best we can. The brilliant Parish Council groundsmen helped by clearing the planter and giving us a base to work from. They even tidy the area surrounding the planter which helps the outlook."*

*"We have been doing this for a couple of years now and really enjoy doing it, we get lots of appreciative comments from residents when they are walking by, and we feel it gives people a lot of pleasure."*

### Pauline and Kate.



## Policies

All of Stoke Gifford Parish Council's policies can be found on the Parish website. This includes General policies and Staff policies along with Standing Orders/Code of Conduct, and Financial Regulations.

# Your local Councillors, working for you:



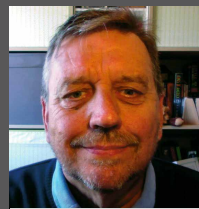
DAVE ADDISON  
Chair of SGPC



SUE BANDCROFT  
Vice Chair of SGPC



RICHARD BARBER



MIKE BROWN



JAN BRUNWIN



KEITH CRANNEY



NEEL DASGUPTA



MAX GALLAGHER



ANTHONY HYDE



KEIRON MARSDEN  
Chair of Finance  
& General Purpose



PENNY RICHARDSON  
Chair of Recreation  
and Leisure



ANDREW SHORE  
Chair of Planning  
and Transportation

## Parish Councillor attendance at Council meetings for 2024/25

Councillor Name	Total SGPC Meetings 2024/25	Attended	%	Full Council Attendance (8)	Planning Attendance (10)	Finance Attendance (3)	Rec & Leisure Attendance (4)	Number of meetings held so far
Dave Addison	21	19	90%	7	9	3	-	21
Sue Bandcroft	25	23	92%	7	9	3	4	25
Richard Barber	19	8	42%	4	2	2	-	19
Mike Brown	25	24	96%	8	9	3	4	25
Jan Brunwin	21	19	90%	6	10	3	-	21
Keith Cranney	21	18	86%	8	7	3	-	21
Neel DasGupta	21	18	86%	8	9	1	-	21
Max Gallagher	6	6	100%	3	-	2	1	6
Anthony Hyde	25	25	100%	8	10	3	4	25
Keiron Marsden	25	25	100%	8	10	3	4	25
Brian Mead	11	2	18%	1	-	1	-	11
Penny Richardson	25	24	96%	8	9	3	4	25
Andrew Shore	25	24	96%	8	10	2	4	25



## Chairman's Report

COUNCILLOR DAVE ADDISON  
CHAIR STOKE GIFFORD PARISH COUNCIL

This year has seen the Parish Council continue to adapt to the changes in the Parish as we grow in some areas and adjust to the boundary changes (Stoke Park & Cheswick Parish Council formed as a separate Parish Council) that took place in 2023.

This has meant setting a budget which tries to compensate for the loss of 20% of the Precept income to the Parish as a result of the boundary changes. This required a careful review of Council budgets in all areas and considerable effort by John Rendell, the Parish Clerk, Catherine Slade, Finance Officer and Rachel Madden in the office to keep a tight rein on expenditure throughout the year.

Within these constraints, we have continued to maintain and improve the parks and recreational spaces in the Parish with Meade Park, Mike Gallivan Playing Fields and Little Stoke park continuing to be well used by residents. Forty Acres has seen considerable work undertaken by Balfour Beatty on behalf of Network Rail to repair a collapse of the railway embankment. This affected access for residents for a significant part of the year, although this has now been completed and remediation work is starting to restore the park.

The ongoing work at the East of Harry Stoke development continues to add to the Parish. The Parish Council has decided to take on management of the Community Centre being built in Brooklands Park. This is the most significant change to the Parish Council since the extension of the Little Stoke Community Centre and will provide both a café for residents and rooms to support community groups and recreational activities.

The ongoing Brooklands development work has caused problems for the existing residents with anti-social behaviour, littering and damage to vehicles caused by unfinished roads among the issues being reported to Councillors. There has also been a significant number of planning applications submitted for further development in the area and the Parish Council has continued to reflect residents' concerns about the planning process at South Gloucestershire Council via the planning sub-committee.

Consequently, this has been a busy year for Councillors and I would like to thank all of my colleagues on the Parish Council for their ongoing work representing the residents of Stoke Gifford.



Finally I'd like to thank the office and groundstaff for all their efforts over the past year. There are two areas I'd particularly like to highlight. Firstly, we continue to receive messages complimenting the grounds staff for the high standard of the park maintenance and, secondly, the Parish Council once again passed the annual audit with flying colours.

## Local Nature Plan

SUE BANDCROFT  
SGPC DEPUTY CHAIR

Stoke Gifford Parish Council published their first Local Nature Action Plan (LNAP) in 2022.

We recognised the importance of taking steps to address the ecological crisis our world is facing. We can all make small changes which by working together we can:

1. Address the effects of climate change.
2. Enhance the ecological value of our parks and green spaces.
3. Develop local habitat so plants, ferns, lichen, trees, insects and birds thrive.
4. Create and connect wildlife corridors.
5. Make nature relevant to all Stoke Gifford residents.

**We need everyone who lives, works or visits Stoke Gifford to become involved.**

Working together we can:

- Improve how we manage and connect public open spaces.
- Provide vital green space for nature to thrive in our communities.
- Create more attractive and healthier places for residents to live, now and in the future.
- The LNAP has been drawn up to help us take the necessary steps to stop the decline of biodiversity.

**We are now in year three of our five-year plan.**

Working together we have already achieved many of the targets set in the first plan.

**This includes:**

- Building bat boxes
- Building hedgehog boxes
- Building bird nesting boxes
- Planting a community orchard in 40 Acres
- Planting new shrubs along the banks of Stoke Brook in 40 Acres
- Planting wildflower plugs and shrubs in Royal Park
- Planting trees in Little Stoke Park
- Organising regular litter picking groups throughout the Parish



### NEW TARGETS FOR 2025/26

- Make and locate more hedgehog homes
- Explore links with our neighbouring Parish/Town for joint project opportunities
- Ensure new housing developments include green spaces for nature and biodiversity
- Reduce pollution in local streams – report signs of pollution to the Environment Agency on 0800 807060 and/or Wessex Water (sewage related) on 0345 600 4 600

We can all play our part by ensuring we never put anything down the toilet other than paper and human waste. We must never put anything down the drain. Old paint, white spirit etc can be taken to the nearest recycling centre. Homeowners can reduce the amount of rainwater entering the drains by installing water butts and avoiding tarmacking driveways.

I have been working hard in compiling this LNAP and will be actively involved in completing the agreed targets. If you can offer further support or help with this plan, please contact me.

**Any help you can offer would be greatly appreciated.**

# Finance Report

COUNCILLOR KEIRON MARSDEN  
CHAIR OF FINANCE

**Spring 2025, and it's that time of year again - as one financial year ends and the next begins, Council Tax bills will have been landing on doormats across Stoke Gifford - and people are rightly asking where their money goes.**

For every £1 we spend this year on our Council Tax, less than 4p goes to Stoke Gifford Parish Council. A similar amount goes to Avon Fire Authority, with another 12p going to Avon & Somerset Police, and the remaining 80p going to South Gloucestershire Council.

The total amount of money that our Parish Council receives from Council Tax each year, is called the Precept. The amount of Precept required is decided in advance by our Parish Councillors when they agree the Parish Council Budget for the next financial year.

The money is then collected by South Gloucestershire Council (SGC) who pass it on to our Parish Council.

While the Council Tax Precept is our main source of income, it isn't our only source of income.

Our Parish Council also receives income from its assets - hiring out sporting facilities (3G and grass sports pitches), hall and room hire, park traders, and allotments.

We also receive Community Infrastructure Levy (CIL), a charge levied by SGC on new developments in our Parish, which it then passes on to us. During the last financial year 2024-5, for every £1 of Precept received, we also made a further 24p of income from asset hire, and received an extra 28p in CIL.

## Expenditure

The Parish Council spends this money on operating and looking after our community buildings, vehicles and equipment, sports facilities, parks and green open spaces, and on employee salaries (Parish Councillors are not paid).

It also provides funding towards youth provision, and supports local organisations through community grants.

## Reserves

The Parish Council holds reserves in its bank accounts to dip into in the event of unforeseen emergencies, and to cover things which may need to be fixed or replaced - e.g. buildings, equipment, vehicles, 3G pitches, and unforeseen issues affecting projected income.

A balanced budget is one in which revenues are equal to expenditure, i.e. no deficit or surplus. A surplus would mean some money gets deposited into reserves, while a deficit means some of the money in reserves gets spent.

Councils that "go bust" do so because they use up their reserves by spending more than their income - generally by encountering unforeseen circumstances that either reduce their income drastically, or that increase their costs.

## Transparency and Financial Management

Our annual independent financial audit awarded us the highest rating, noting that "systems and processes are excellent, providing good assurance".

Parish Council finances (apart from individual staff salaries) are fully transparent: all income and expenditure is itemised in the monthly cashbook report, which is published to Councillors (and the general public) for review and scrutiny at each monthly Full Council or Finance meeting, and for Councillors to approve.

The Parish Council's Responsible Financial Officer (RFO) works with our accounts staff throughout the year to ensure income and expenditure are on track with regard to the approved budget for the current financial year.

Budget income and expenditure to date is reviewed by Councillors (and the public) regularly through the year, at Finance meetings and some Full Council meetings, to monitor any areas of overspend and agree any necessary adjustments whenever new requirements arise.

## Budget Setting

In recent years we've chosen to set year-on-year Precept increases roughly in line with inflation, so that over time we're not imposing a real-terms cut in spending. This means we can afford inflationary increases in the costs of goods and services we use, without cutting the services we provide. We always strive to apply sound financial management and try to make savings where appropriate - getting the best value for Council Taxpayers' money, while still being able to provide quality services - rather than making cuts to services. Cuts would generally only be made where they made sense, or there was no alternative.

We're in a good position and have a healthy level of reserves, so in recent years we have tended to deliberately set a budget target with a moderate deficit. This means if all goes "to plan" - meaning that we achieve the projected income, and spend the projected expenditure - then we'll have covered the cost of providing services by spending a moderate amount of our healthy reserves, in order to keep the Precept low. We don't tend to target a surplus because we'd rather keep down the level of Precept increases, so that Council tax payers' money isn't just going straight into the bank.

Nevertheless we do apply sound financial management to try to "beat" the budget in terms of increasing revenue income while carefully managing expenditure, so as to minimise the deficit and possibly even break even or go into surplus.

## Community Infrastructure Levy (CIL)

Since we don't know until just before each new financial year, how much CIL we're going to get - but we obviously have an inkling that we'll get something, because we can see new development going on across our Parish - then we don't set an expected CIL amount in the budget.

Instead we maintain a rolling 5 year plan of worthwhile future projects across the Parish. Whatever CIL is received is then spent on higher priority capital projects from the 5 year plan, thus having a neutral effect on the budget - and not costing Council Tax payers money.

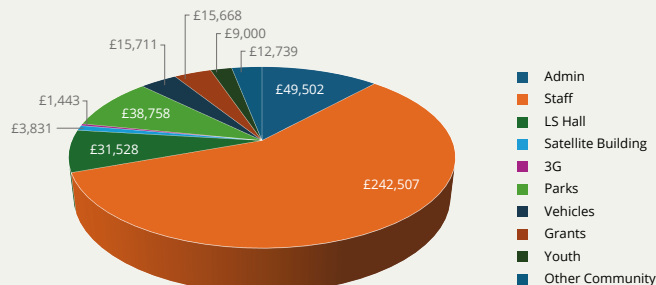
Generally we would only budget specifically for capital projects that are critical in the next financial year, leaving everything else in the 5 year plan as worthwhile but "nice to have". However, as well as holding general reserve funds for unforeseen emergencies that could happen anytime, earmarked reserves are also used to hold funds for known future long term expenditure requirements - e.g., replacement tractor, 3G surface, etc - where the expenditure is envisaged as being after the financial year we're budgeting for, and we can't guarantee that future CIL will fund them.

That way we can build reserve funds for specific long term projects over several years, by budgeting an amount per year to add to the reserves.

## Annual Report 2024/25

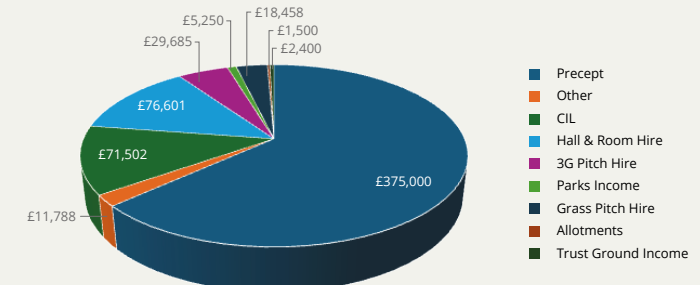
### SGPC Expenditure 2024-5

Data based on pre year-end figures excluding March 2025 expenditure



### SGPC Income 2024-5

Data based on pre year-end figures excluding March 2025 income



This financial year we received £71,502 in CIL, funding several capital projects from the 5 year plan, at no cost to Council Tax payers:

- Solar panels, inverter and batteries for Little Stoke Community Hall, to reduce the Parish Council's energy bills
- Drainage improvements at Little Stoke car park, to stop flooding after heavy rain
- Replaced the worn play surface in the children's play area at Little Stoke Park
- New large (6m x 6m) climbing play equipment alongside the slide and zip wire in Meade Park, for children aged 7+, incorporating rubber play surface to absorb impact from falls (due to be installed in April 2025)

We also used reclaimed VAT to fully fund a free-to-use, year-round football practice goal and net at Little Stoke Park (intended to deter members of the public from practising on the marked football pitches which are for hire).

### Community Grants

Councillors voted to fund our local Citizens Advice sessions and the Summer Playscheme under separate service level agreements, rather than the grant allocation process. Grant applications from local community organisations will now be reviewed by Councillors twice yearly, in April and October - see the Parish Council website for details.

Citizens Advice South Gloucestershire operate a regular drop-in session at Little Stoke Community Hall, where they provide free advice and help with issues including benefits, employment, housing and pensions.

### Brooklands Community Centre

After extended negotiations over several years, Councillors voted in July 2024 to take on the running of the planned Brooklands Community Centre, and building work subsequently started in the Autumn. Construction is now well underway, and the completed building is due to be handed over to Stoke Gifford Parish Council in Summer 2025.

Over the (several) years since the Centre was first planned, a great many new homes have been built within the local area including Brooklands Park, Highbrook View, Mulgrove Farm, and Stoke View - as well as the more established developments in Scholars Chase, Cheswick and Parkway North - and development continues at pace.

Many of these local developments have contributed hugely over the years towards Stoke Gifford Parish Council finances via CIL, funding capital projects across our Parish.

The new Brooklands Centre will provide a much needed community facility in the South of our Parish, with its community café a welcome social hub for locals to meet over a coffee, and will address the high (and increasing) demand for hall and room hire locally with a large hall and two smaller rooms for hire, plus an office for Parish Council staff, and car park.

Our Parish Council is not paying anything towards construction of the Centre, and South Gloucestershire Council will be providing us with financial support towards setup costs, so we are budgeting for a small projected operating deficit until the centre breaks even, which will be funded from reserves.

### Conclusion

*I firmly believe that the Parish Council continues to deliver effective and high-quality services, while giving value for money to our residents. I would like to thank our Clerk and Responsible Financial Officer, John Rendell, and all our staff for their commitment and ongoing efforts to keep Council operations running smoothly.*

### Grants Awarded 2024/25

Date	Ref	Company	Sum	Meeting Approval
14/05/24	7336	1st Stoke Gifford Scouts	£1,000	14/5/24 Full Council Mtg Item 5.2
14/05/24	7335	SG Playscheme Turtle CYP	£2,500	14/5/24 Full Council Mtg Item 5.2
14/05/24	7334	Stoke Gifford Trust Committee Fete	£1,000	14/5/24 Full Council Mtg Item 5.2
11/06/24	7390	Little Stoke Ladies Club	£1,000	11/6/24 Full Council Mtg Item 5
11/06/24	7389	Four Towns & Vale Link Community Transport	£1,000	11/6/24 Full Council Mtg Item 5
11/06/24	7391	Citizens Advice South Glos	£6,618	11/6/24 Full Council Mtg Item 5
10/09/24	7571	Stoke Gifford FC U9	£1,000	10/9/2024 Full Council Mtg Item 7a
10/09/24	7572	The Brightwell (West of England MS Therapy Centre)	£1,000	10/9/2024 Full Council Mtg Item 7b
10/09/24	7573	South Glos AFD Committee	£500	10/9/2024 Full Council Mtg Item 7c
21/01/25	7827	Bradley Stoke TC Women's International Day	£50	N/A
11/3/25	7939	Heart Heroes	£960	11/3/25 Finance & GP Council Mtg Item 6



# Planning & Transportation Report

COUNCILLOR ANDREW SHORE  
CHAIR OF PLANNING & TRANSPORTATION

Your Councillors have been working hard to ensure residents' voices are heard on planning applications that affect you and that local factors are considered. As well as a need for more housing, other considerations including road capacity, safety, parking provision, amenity space, greenery and design are important too. The provision of associated infrastructure, to go with additional housing, is a key concern and we press for this.

On transportation, we continue to engage with South Gloucestershire Council (SGC) StreetCare, who are the responsible authority, also with local developer Crest Nicholson, pressing for improvements to highway surfaces and road markings.

## Planning Applications

South Gloucestershire Council (SGC) are the authority who have responsibility for making decisions on developments, more commonly known as planning applications. As your Parish Council, we have a role (as a statutory consultee) in making local representations on these applications into SGC. You can also make your own views known, either via the Parish Council or directly to SGC (via the online planning portal).

SGC will consider all representations made but they have to do this by reference to the current development/planning policies (both National and District), so not every concern is necessarily a valid reason for objection.

Whilst enabling residents to make changes to their homes wherever possible and supporting new homes where appropriate, we scrutinise applications. Within the bounds of legitimate planning considerations, your Parish Council's aim is to obtain developments that are in keeping with the area, proportionate, well-designed and which don't overly impact safety, the environment, ecology, community, local residents or the road network.

Over the last year, we have reviewed over 50 planning applications in the Parish. Around 55% of those were for residential extensions, 19% were for new dwellings, 15% for commercial or business development, 7% were for educational or recreational developments, with the remaining 4% involving trees with preservation orders (which also come under the planning application process).

Following Parish Council inputs, some of the applications have been turned down by SGC. A greater number were withdrawn or re-submitted with amendments by the applicant, or had conditions added, helping to make the development acceptable by easing the original issues.

## Community Infrastructure

The new Community Centre (under construction just off Clover Way) is covered separately in this Annual Review. We are also hopeful that the proposed bus gate will be provided in Brooklands Park, likely after the final phase of housing construction on the site, we await details and timescales for this. There should hopefully still be a local shop (currently the Crest Nicholson sales suite) in due course and a nursery. This already has planning consent, but has yet to be constructed by Crest.

As well as nursery, school, retail and recreational provision, we would like to see additional infrastructure (such as GP Surgery / Dental Surgery / Chemist) and more green spaces provided as part of new large-scale developments. We continue to press both SGC and the developers for this, within the constraints of the official planning policies & processes.

## Recent Developments

With most overhead power lines and pylons removed, the final phases of Brooklands Park are now underway as well as the first phase of Highbrook View. Depending on the outcome of a planning application (P21/00996), submitted to SGC regarding the remaining stretch of power lines, there may be an additional housing application in Brooklands Park. More Highbrook View and Mulgrove Farm Village phases (some in Stoke Gifford Parish, some in Winterbourne Parish) are planned.

The new UWE accommodation block is also underway. Whilst we were not against it in principle, we did feel the structure should not have been as tall as 9 storeys and we also raised concerns about the lack of parking provision.

An extension to Abbeywood Community School is being built to provide additional classrooms. We asked for improved off-street parental pick-up and drop-off provision, sadly SGC didn't agree with our views.



## Further Housing Developments

There are a further four housing development phases in the Highbrook View area, west of the SGTL (bypass) road and south of Hambrook Lane (plus others to the east in the adjoining Winterbourne Parish). One has recently been granted approval (for 10 dwellings), P23/03534, but with the construction route & management plan yet to be agreed. Two others in Stoke Gifford – P24/00800 for 7 dwellings and P25/00130 for 77 dwellings are both current, live planning applications - yet to be determined by SGC.

Your Parish Council has raised objections to these applications, in their current form, primarily due to the loss of mature trees, inadequate parking provision & garage/driveway widths, road access & width restrictions, the shortage of community infrastructure and remaining open space and concerns about the construction access.

As well as the Parish Council inputs, you can have your say by submitting your comments directly to South Gloucestershire Council via the online planning portal.

Another development for 14 dwellings, P23/00222, lying just across the boundary in Winterbourne Parish (but to be accessed off Hambrook Lane) has outline planning permission, but still requires a further (reserved matters) application.

With the previously proposed new primary school on the Brooklands Park development now unlikely to be built, there is likely to be a further planning application for the land where the school was to be built. Parish Councillors believe that the proposed Multi Use Games Area, which was to be alongside the school, and some open space is still important to feature in any changes to the original school planning application.

*Please let us know what you think?*

## Rolls Royce

Over the last couple of years we have seen 5 planning applications for the Rolls Royce site on Gipsy Patch Lane. It is good to see Rolls Royce's commitment

to their local site, we are pleased to have supported these applications and welcome the local employment safeguarding which these developments should help bring.



### Parish Council Road Signs

New 'Welcome to Stoke Gifford' Parish road signs are to be erected in relevant locations, following the new developments in the south & east of the Parish and the previous changes in Parish Boundaries (between Stoke Gifford and Stoke Park & Cheswick). The design work and checks for utilities underground have been completed and these signs should be erected in the near future.



### Parking Restrictions & Yellow Lines

We have drawn to South Gloucestershire Council's attention where the restricted parking markings have worn or become badly faded, especially in the Ratcliffe Drive & Sandringham Road area. Many of these lines have now been refreshed by SGC's StreetCare department and there have been some learning points on why the initial lines didn't last very long.

There has been a public consultation on a potential further phase of parking restrictions, in the Little Stoke area, to help address inappropriate or inconsiderate parking. This proposal, along with residents' comments from a public consultation, is currently with SGC to review.

### Road Surfaces & Markings

We are very aware of your concerns about potholes on our roads. We have reviewed specific instances raised by residents and your Parish Councillors have also proactively identified areas where the road surface needs attention or road markings need refreshing. Although this is the responsibility of SGC StreetCare, we nonetheless use our influence where we can, to press for the biggest issues to be addressed by SGC. However, SGC's highways budgets are limited and there are competing priorities across South Gloucestershire as a whole. In reality, this means that not every road surface or road marking issue can be addressed immediately.

### Roadworks on Gipsy Patch Lane

You may have spotted roadworks recently along Gipsy Patch Lane, with various machinery. Contractors have been boring underground for electricity cables, which will run from Lockleaze to Rolls Royce. Some separate, small works are to be carried out by SGC following the route upgrade for the Metrobus and will hopefully be underway or (dependent on the electricity works) even complete by the time of reading this.

### Brooklands Park & Highbrook View

We continue to engage with SGC and directly with Crest, to limit mud on the roads, to get extra street lighting and litter bins and pushing for the new road and pavement surfaces to be improved and the green areas to be adequately maintained. Where appropriate, we're also raising issues with contractor vehicles parked inappropriately on the roads or in laybys. More street lights have been energised and some road markings have been refreshed.

Unfortunately, there are formal procedures that need to be followed, before the roads in Brooklands Park & Highbrook View can become adopted by SGC.

Having contacted Wessex Water, we understand there are some small works and legal formalities required from the developer before the sewer and surface water drains can all be fully signed off and transferred to Wessex Water. This seems to be delaying some of the road surfacing which was planned in Brooklands Park last December. We share your frustration with the delays, especially with the ramps now on Oxleigh Way (constructed in readiness for the surfacing) and we are seeking updates from Crest Nicholson.

The Brooklands Park & Highbrook View Residents' Association have indicated their intention to seek a direct meeting with SGC about their frustrations with the roads, street lighting, crime, litter, green spaces and planning condition breaches, before then contacting the CEO of Crest Nicholson and other key community stakeholders and (ultimately) national government. As your Parish Council, we will continue to assist, chase and push where we can.

We welcome more new residents to the Parish of Stoke Gifford, from the Highbrook View and Mulgrove Farm developments (which traverse the Parish boundary). We have your interests in our minds as the remaining phases of the development go through the planning application process.



### Improvements for Cyclists

Work is currently underway, in neighbouring Bradley Stoke, to provide highway enhancements to help encourage more cycling. Unfortunately this has temporarily increased the traffic flows along the main Winterbourne Road and other roads.

There are other works planned just outside of the Parish, to provide enhanced cycling provision alongside the A4174 to/from Downend.

SGC have been exploring options to encourage more cycling along Concorde Way (New Road) and to improve the road layout, crossing and stopping restrictions alongside Abbeywood School. Whilst your Parish Council support the proposed changes outside the school, we have major safety concerns about the proposed changes on New Road near to the Parkway rail bridge. We have fed our concerns in to SGC and asked for other options to be considered.

### Our Monthly Meetings

Parish Planning & Transportation meetings are held monthly (except August & December) on the fourth Tuesday of the month.

Members of the public are welcome to attend, either to observe or to address the Committee on specific planning applications being considered or to raise points on other planning or transportation subjects. We will help where we can, through our interfaces with the relevant organisation. Over the last year, it has been good to see more residents come along and provide input to these meetings.



# Recreation & Leisure Report

PENNY RICHARDSON  
CHAIR OF RECREATION AND LEISURE

## Play parks

The new 35 metre-long zip wire installed in Meade Park last year has proved a real hit with local children and in May this year we will be adding another piece of play equipment to the site, a climbing frame, to be situated at the top of the hill. Over in Little Stoke Park we've updated the protective surface under those pieces of equipment that get the heaviest use, to ensure our young people can play safely and their parents have peace of mind.



## 40 Acres

Last year's landslip on the railway embankment by Sandringham Road resulted in the closure of several parts of this much-loved local site whilst Balfour Beatty carried out repair works. Now the work is complete, this area is gradually being restored to full access. Balfour Beatty are carrying out a number of final jobs for us, including: planting new trees to replace those felled for works access, installation of a kissing gate next to the main field gate on Hatchet Road, and a height restriction bar above the farm gate to stop larger vehicles gaining entrance to the site illegally.

## Youth work

Our Youth Services in the Parish are provided by FACE - the Foundation for Active Community Engagement. They run a Monday evening Youth Club at Little Stoke Scout Hut from 5-8pm as well as delivering outreach work around the local area. This involves taking their specially outfitted minibus (called DORIS - Delivery of Rural Inclusion and Support) around local parks and housing areas, to meet young people and have conversations about issues of concern to them.

## Greenprint

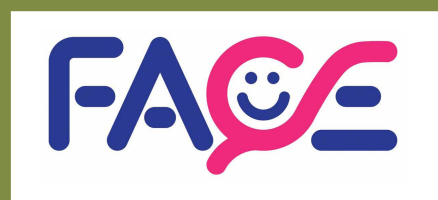
This Department for Transport initiative to decarbonise our transport network is now into the 2<sup>nd</sup> year of its trial here in the Parish. The scheme involves leaving designated grassed areas to grow longer before the grass is cut. The collected grass is then sent to an anaerobic digester where it is processed to produce green fuel for vehicles, reducing our dependency on fossil fuels. Last year alone, South Gloucestershire Council collected 377 tonnes of grass from 36 hectares of Council-maintained grassland - equivalent to over 50 football pitches.

## Litter Picking

The Community Litter Pickers group has recently moved to a Sunday morning slot at 10.30am to give more residents the opportunity to come along and help out. Our group meets once a fortnight and rotates round all of our 3 wards, with meeting points in Brooklands Park, the Trust Ground on North Road and Little Stoke Park. Details of our upcoming sessions are on the Parish Council's noticeboards and website, as well as on the various residents' Facebook sites across the Parish.

## Sport

The Parish Council's sports facilities continue to be hugely popular amongst local teams, with positive feedback especially on the excellent condition of our pitches, the changing facilities and the 3G pitch. Our 3-man Grounds Team continue to do an excellent job of maintaining all these facilities up to 7 days a week during the main sporting season, with the working day starting at 7am. Our Head Groundsman Colin Kenyon will be retiring in May this year and whilst his expertise and experience will be sorely missed, we wish him all the best for his retirement and hope he enjoys the well-deserved rest.



## Caretaker's Report

PAUL PASSAWAY - CARETAKER

### Here is an overview of some of the work completed during the last 12 months, outside of the normal caretaking and maintenance duties

Removal of three bus stop shelters along Braydon Avenue that were becoming a social nuisance of an evening.

The zip wire at Meade Park had the groundwork completed and is now a major attraction in the park. It is enjoyed by many local youths and by families visiting from afar.

Graffiti is an ongoing problem, but we are reacting quickly and staying on top of it.

All internal walls within the Little Stoke Community Centre have been painted more than once over the last year. It's an ongoing job as they do get damaged due to the amount of footfall and general usage.

We completed laying the grey slate stone outside the front of the Parish Office and this has made the appearance look much better. We are looking at extending the stone to go round the perimeter of the building which will further improve the appearance.

The play areas within all of our recreational spaces will undergo some painting in the warmer months ahead.

We have a new item of play equipment going in at Meade Park adjacent to the large slide. This will further add to the excellent facilities on offer for the slightly older children.

We purchased our first Christmas tree for the Little Stoke Community Centre and this was up in the foyer throughout the festive season. It was most welcome, appreciated by the site users and it made the building look very festive.

We reinstated the Christmas trees and lighting on the parade of shops on Ratcliffe Drive, this was again welcomed by the shop owners and many local residents.

I'm looking forward to looking after the new Brooklands Community Centre later in the year, this will be a great addition to our current Community Centre in Little Stoke and brings in a Parish Council presence to the other side of the Parish.

It's been a long winter so I'm looking forward to some lighter afternoons and early evenings which will enable me to carry out more work around the Parish.



## Grounds Team Report

COLIN, MARTYN AND ANDY  
GROUNDS TEAM

### Around the parks and recreational spaces - Photinia Red Robin Hedge Planting

A photinia red robin hedge has been planted alongside the car park at Little Stoke Park. This hedge enhances the park aesthetics with its vibrant red and green foliage while also serving as a natural barrier.

### Wildflower Area Development

A designated wildflower area has been introduced within Little Stoke Park to support biodiversity. This initiative provides a habitat for pollinators such as bees and butterflies, contributing to local ecological health.

### Tree works - ongoing Ash Dieback removal

The removal of ash trees affected by ash dieback disease is underway. This work is essential to ensure public safety and prevent the spread of the disease to healthy trees. The affected trees are being assessed and removed where necessary.

### New Tree planting

South Gloucestershire Council is leading a tree planting initiative within Little Stoke Park. These newly planted trees will help replace lost ash trees and contribute to the park's long-term green infrastructure.



### Head Groundsman leaves after 21 years' service.

It is with sadness that we announce Colin's retirement after twenty plus years of dedicated service. Over the years, Colin has been an integral cog in the Parish Council wheel, managing and maintaining the vast array of green spaces across the Parish.

Colin has contributed significantly to the overall outlook, the upkeep and external facilities in the main. His expertise, hard work and commitment have been invaluable, and he will be greatly missed by the Parish team, Council members and also the regular sports clubs and park users.

Please join us in extending your best wishes to Colin as he embarks on this next chapter of his life.

### Mini football goals

As part of our ongoing efforts to improve recreational facilities, new mini football goals have been successfully installed in Little Stoke Park. These additions aim to enhance the park's sporting facilities, encouraging more youth and community engagement in small-sided football activities.



# Parish Clerk Overview

JOHN RENDELL  
PARISH CLERK

These last twelve months have been incredibly busy behind the scenes of the Parish Council and credit goes to the Parish Councillors and Parish Council staff for all playing their part in making the Parish Council what it is today.

I have worked closely with the Chair, Councillor Dave Addison throughout the year and we have three very proactive dedicated Committee Chairs in place who have marshalled their committee members with great energy, knowledge, and overall expertise in their field.

## Finance & General Purpose - Chaired by Councillor Keiron Marsden

The Finance Committee faced fresh challenges with the financial impact of the boundary changes where Stoke Park & Cheswick formed their own Parish in 2022, ultimately leaving our Parish with less residents and a vastly reduced Precept income for future years. This was a decision made by the South Glos Council Regulatory Committee. It's imperative that we continue to monitor our budgets closely, ensuring we stay financially healthy as we adapt and alter the budget forecast.

Another big decision (this time made by the Parish Councillors) was made when we agreed to take on the management and operation of the Brooklands Park Community Centre once Crest Nicholson have finished building and hand over the keys to South Glos Council later this summer. It is a risk for a relatively small Parish Council to add a second building to its assets, however, with the skill and expertise of the Council staff, aided by Parish members I very much look forward to opening the doors to a brand new Community complex in the heart of such a vibrant estate giving the Parish Council a base towards the southern end of the Parish.

The Little Stoke Community Centre continues to achieve superb numbers year on year, and this is largely down to the excellent customer service provided by the office team. The rooms continue to be filled and are often booked up three months in advance which is great for the annual income.

Despite the reduction of Precept income a couple of years ago along with the incredibly testing economic climate we sign off the 2024/25 budget in an extremely healthy position, and that is down to members and staff across the Parish Council, and I am proud to report the Parish Council remains financially secure without the hampering of any services provided.

## Planning & Transportation - Chaired by Councillor Andrew Shore

This Committee has been extremely busy with many planning applications coming into the Parish planning portal for discussion and comment, whether it be an alteration in a current home, change of use, an extension, a new building or even at times a new estate. The topics around Transportation have also increased throughout the year where members continue to look at the road network through the Parish with many changes and alterations made at district level by South Glos Council.

## Recreation & Leisure - Chaired by Councillor Penny Richardson

Balfour Beatty moved on to our Forty Acres site during the end of 2024 as they were carrying out essential track and embankment works, and they required access to and from the embankment via the entrance on Hatchet Road. The contractor created an office base on site and alternative routes were made to allow residents to still use the popular park. The Parish Council have recently planted some trees and Balfour Beatty will return early April to plant some bigger trees along the base of the embankment and the hedgerow they cleared for use of a bridge over a ditch by their office base. They will also install a kissing gate and overhead height restrictor barrier at the front entrance from Hatchet Road (opposite Meade Park).



## Recreational and Play areas

As a Parish we are extremely fortunate to have such fantastic green spaces our residents can enjoy on the doorstep. Little Stoke Park is a vibrant area used by hundreds of people each day and extremely popular with its sports pitches at the weekends. The pitches are prepared expertly by the grounds staff each week and even with the wetter and colder winters we are experiencing, the lads continue to prepare the pitches having only one full weekend cancelled due to weather throughout 2024/25. That is some achievement.

Aretians Rugby Club also play their home matches at the top end of the park.

The Gallivan Field is a lovely space enjoyed by many and home to several football matches from under 9's all the way through the age groups up to full size adult pitches each and every weekend throughout the football season.

Meade Park is a beautiful setting and the lads do an excellent job keeping the fields cut immaculately all year round. The park is often enjoyed by families, ideal for picnicking and making use of the fitness equipment we have on site, smaller children's play area and also play equipment for the older youths.

Forty Acres is a perfect spot for a walk or dog walk in a rural setting and adjacent Royal Park where again the lads do such a great job in maintaining the grass to a high standard and is extremely popular with the local residents with many beautiful mature trees on show.

Looking through the last 12 months, I can't thank the Council staff enough for their unwavering dedication to their jobs. I see every day the work carried out by the office staff and the numbers from the Little Stoke Community Centre show the service they are providing where groups/ clubs and organisations continue to return, and the office receive regular praise from the community centre users.

As I mention above the Parish Council manages the operation of many parks and recreational spaces in the Parish and this upkeep falls heavily with the three Grounds staff employed by the Parish. We have many acres of green space that is regularly cut, many hedges that need trimming and hundreds of trees that require pruning/ crowning or removing when dead. The Grounds team do a superb job on ensuring all these areas can be enjoyed at all times of the year by so many residents. I continue to be impressed by the parks when I visit them and the aim is to continue to offer this service to the many thousands of residents, whilst updating and improving areas as and when we can.

The Cleaner and the Caretaker do a great job ensuring the cleanliness of the rooms are to a high standard, although they are casual/ part time they continue to adapt to the varied times of room hire ensuring the rooms are adequately heated/ cleaned and cleared seven days a week.

The Parish Council will be expanding through the 2025/26 financial year as we look to manage the Brooklands Community Centre, we are looking to add an administrator to be based on site, a Caretaker and a Cleaner so look out on the Parish Council website for further details.



STOKE GIFFORD PARISH COUNCIL MEETING DATES 2025

SERVICES & FACILITIES

MEETINGS WILL BE HELD ON A TUESDAY

All meetings to take place at 19:00 unless stated but may be subject to change.  
Please refer to the noticeboards and Parish Council Website.

Venue: Little Stoke Community Hall (BS34 6HR)

FULL Council

(Second Tuesday of Month)

(Public Meeting) Tuesday 6th May 2025  
(Annual Meeting) Tuesday 13th May 2025  
Tuesday 10th June 2025  
Tuesday 9th September 2025  
Tuesday 14th October 2025  
Tuesday 11th November 2025

FINANCE & GENERAL PURPOSE COMMITTEE

(Second Tuesday of Month)

Tuesday 8th July 2025  
Tuesday 9th December 2025

PLANNING AND  
TRANSPORTATION COMMITTEE

(Fourth Tuesday of Month)

Tuesday 27th May 2025  
Tuesday 24th June 2025  
Tuesday 22nd July 2025  
Tuesday 23rd September 2025  
Tuesday 28th October 2025  
Tuesday 25th November 2025

RECREATION AND LEISURE COMMITTEE

(Third Tuesday of Month)

Tuesday 15th July 2025 (14:00)  
Tuesday 21st October 2025 (14:00)

*\*Please refer to the noticeboards and Parish Council Website.*

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

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

**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, damaged road surfaces and badly worn road markings 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.

COUNCIL MEMBERS AND STAFF

Council Members

**Dave Addison**  
Chair of SGPC  
**Sue Bandcroft**  
Deputy Chair of SGPC  
**Richard Barber**  
**Jan Brunwin**  
**Mike Brown**  
**Keith Cranney**  
**Neel DasGupta**  
**Max Gallagher**

**Anthony Hyde**  
**Keiron Marsden**  
Chair of Finance and General Purpose  
**Penny Richardson**  
Chair of Recreation and Leisure  
**Andrew Shore**  
Chair of Planning and Transportation

Council Staff

**John Rendell**  
Parish Clerk & Responsible Financial Officer  
**Catherine Slade**  
Finance & Administration  
**Rachel Madden**  
Administration & Marketing

**Colin Kenyon**  
Head Groundsperson  
**Martyn Rendell**  
Deputy Head Groundsperson  
**Andy Slade**  
Groundsperson  
**Paul Passaway**  
Building Maintenance & Cleansing Operative

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