



Stoke Gifford Parish Council



Brooklands Park Community Hall & Café

2025/26

ANNUAL REPORT

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 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 facilities and host two community cafés.

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 the 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 and football tournaments.

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 email us via the SGPC website.



Local Police Beat Team

As your local policing team, we aim to be highly visible within your community, listen to your concerns and address the root causes of crime. We aim to work collaboratively with our partner agencies to tackle those issues raised and build strong, long-lasting relationships with the local people. To do this, we are attending Little Stoke and Brooklands Park Community Centres for our monthly Police Beat Surgeries. This is a perfect opportunity to speak with us in person, even if it is just for a chat. I encourage you all to keep an eye on the local social media pages, to stay up to date with the many events that we are participating in within your area.

PC Jack Bowen



"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.

Chairman's Report

Councillor Dave Addison – Chair of Council

The main focus of Parish Council work this year continues to be the maintenance of the green spaces spread throughout the Parish. We have a large number of parks compared to surrounding areas and we have to give credit to the ground staff, Martyn, Andy and Maddox, for keeping the grass and trees in the parks to a high standard.

This year has also seen the opening of the Brooklands Park Community Centre built by Crest Nicholson for South Gloucestershire Council. This is part of the Section 106 agreement for providing community facilities in the East of Harry Stoke development.

The Parish Council has agreed to lease the building from South Gloucestershire Council and manage it for the benefit of local residents. We have taken on a new member of staff, Claire Troy, to help manage the centre. This agreement is the culmination of many years of work. I was speaking to the Parish Clerk, John Rendell, just after the building opened to the public for the first time and he reminded me that the first meeting we attended to plan the community centre was seven years ago.

The process has seen a large amount of effort by all councillors past and present to ensure that we got the best possible deal for the Parish and the result is a building which will be a real asset for the community in the years to come.

As in Little Stoke, the centre includes a community café providing a much-needed meeting place where residents can gather for a chat and a break.

The Brooklands development as a whole is causing problems for residents as building continues. A large proportion of the roads have still not been properly finished and adopted and the lack of usable green space is causing concern. Councillors continue to support residents both at the South Gloucestershire Council planning committee and via direct representations to council officers and cabinet members.

The opening of the community centre gives the Council rooms for hire at both ends of the Parish, addressing the previous imbalance where all the facilities were at the west end of the Parish.

Financially, the Parish Council continues in a good position and should run a small surplus at the end of this financial year.

This is due to the efforts of the office staff, Catherine Slade and Rachel Madden, who continue to exert tight control over expenditure and exceed targets for income. In spite of audit requirements continuing to become more onerous, the Council once again passed the annual audit without difficulty.

The overall precept income has still been less this year than in the 2022/2023 financial year so we continue to aggressively manage budgets so that expenditure doesn't exceed income.

After the positive response to the Christmas lights on Hatchet Road this year, we've budgeted to further extend festive lighting over next Christmas. This is a relatively small expenditure to make the Parish look more cheerful in the winter nights.

We had our Little Stoke Caretaker, Paul, leave us during the year but I'm pleased to say that we have Craig and Jon now looking after Little Stoke Community Hall and the Brooklands Park Community Centre.

I'd like to close by thanking my fellow councillors and all the council staff for their hard work over the year.

Parish Councillor attendance at Council meetings for 2025/26

Councillor Name	Total SGPC Meetings 2025/26	Attended	%
Dave Addison	21	17	81%
Sue Bandcroft	25	24	96%
Richard Barber	12	3	27%
Mike Brown	25	24	96%
Jan Brunwin	15	14	93%
Keith Cranney	21	13	62%
Neel DasGupta	21	16	76%
Max Gallagher	15	15	100%
Anthony Hyde	25	19	76%
Keiron Marsden	25	20	80%
Penny Richardson	25	25	100%
Andrew Shore	25	25	100%

Full Council Attendance (8)	Planning Attendance (10)	Finance Attendance (3)	Rec & Leisure Attendance (4)
8	6	3	-
8	10	3	3
3	-	0	-
8	10	3	3
7	-	3	4
4	7	2	-
7	8	1	-
8	-	3	4
7	6	3	3
6	9	3	2
8	10	3	4
8	10	3	4

Finance Report

Councillor Keiron Marsden - Chair of Finance

Where does your Council Tax go?

Your Annual Council Tax bill shows all charges for the new financial year (2026-7). For a Band D property in Stoke Gifford, as in previous years, for every £1 residents spend on Council Tax, only 3.6p goes to Stoke Gifford Parish Council. A similar amount of 3.7p goes to Avon Fire Service, with another 12.1p going to Avon & Somerset Police, and 79.3p going to South Gloucestershire Council.

Special Expenses

There is a line item in your Annual Council Tax bill for a further sum of 1.3p of every £1 spent (Band D), which is South Gloucestershire Council's Special Expenses charge to Stoke Gifford residents for work they currently perform in maintaining some of the grass verges, bus stops and play areas within Stoke Gifford Parish.

This means South Gloucestershire Council are charging residents in Stoke Gifford an amount for this work which is more than one third of the total amount charged in Council Tax by Stoke Gifford Parish Council.

South Gloucestershire Council are proposing to stop doing some (or possibly all) of this work from 2027-8 onwards, meaning that in future the Special Expenses charge levied by South Gloucestershire will be much reduced, or could even disappear completely.

Stoke Gifford Parish Council will need to pick up this extra work - either using our own staff and equipment, or by employing subcontractors - and will need to further increase its Council Tax precept charge to residents from 2027-8 onwards, to cover these extra costs.

We're working to scope out the work and identify the optimum way of providing these services, and hope to keep any resulting precept increase in future years to below the amount South Gloucestershire are currently charging our residents.

Budget Setting

In recent years we have intentionally set a budget target with a moderate deficit, meaning that if all goes to plan - i.e. we make 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.

During the current 2025-6 financial year we targeted an increased deficit of £59,000, but have again made more income from our community centre hall & room hire, 3G & grass pitches, and parks, than was budgeted. This, together with spending slightly less than forecast, has meant that at the time of writing we're once again on track to make a small operating surplus at end of year, as in previous years, rather than spending our reserves.

In setting the budget and precept for the next financial year 2026-7, while we normally keep precept rises in line with inflation where possible, this year Councillors took the decision to increase the precept by more than inflation - although in real terms the increase is still relatively small, at only 65p per month per household living in a band D property.

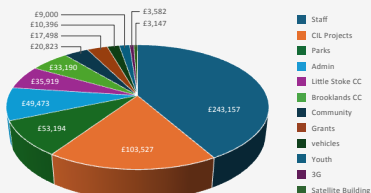
The total budgeted expenditure for next financial year is around £26,000 more than this year, and the new budget sets a target of £76,000 deficit, which we once again hope to beat.

Although it will be more challenging to beat this budget target and avoid spending Parish Council reserves, we do need to maintain reserves as much as possible, in order to mitigate the future impact on the precept of taking on the extra work currently performed by South Gloucestershire Council and charged to residents via Special Expenses, together with the inevitable reduction in CIL income in future years.

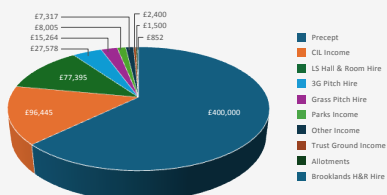
As the Brooklands Park, Highbrook Park and Mulgrove Farm developments approach completion, the amount of CIL income received in future will inevitably fall well below its current level.

Income versus Expenditure

SGPC Expenditure 2025-6
Data based on pre year end figures excluding March 2026 expenditure



SGPC Income 2025-6
Data based on pre year-end figures excluding March 2026 income



During the current financial year 2025-6, for every £1 of Council Tax precept received, we also received a further 24p of income from CIL, and another 35p of commercial income.

Capital Projects

This financial year we received £96,445 in CIL (Community Infrastructure Levy), funding several capital projects from the 5 year plan, at no cost to Council Tax payers:

- Widening and resurfacing a long section of the footpath around Little Stoke Park adjacent to Clay Lane
- Replacing children's play equipment at the Trust Ground
- Street signage in our new housing developments
- We also used reclaimed VAT to refurbish the sports changing rooms.

Brooklands Park Community Centre

The long-awaited Brooklands Park Community Centre was handed over by South Gloucestershire Council to Stoke Gifford Parish Council in February, after construction delays, and is now fully open - see the Stoke Gifford Parish Council website for details, hall and room bookings etc.

Construction of the £2.8 million facility was paid for entirely by the developers of the Brooklands Park new neighbourhood under the terms of a Section 106 contract agreement, at no cost to Council Tax payers.

South Gloucestershire Council are providing financial support towards setup and initial operating costs during the first three years of operation, by which time the centre is projected to make an operating profit which will be ploughed back into Parish Council funds, reducing the Council Tax precept.

In the meantime the small projected operating deficit will be covered by earmarked reserves and will not affect the precept.

The new Brooklands Park Centre provides a much needed community facility in the South of our Parish, with its community cafe a welcome social hub for locals to meet over a coffee, and addresses 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.

How Parish Council Finances Work

Precept

- the precept is the total amount of money that our Parish Council receives from Council Tax each year
- 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
- this money is then collected by South Gloucestershire District Council (SGC) who pass it on to our Parish Council
- the precept is our main source of income, but it isn't our only source of income; see also **Commercial Income and Community Infrastructure Levy (CIL)**

Commercial Income

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

Community Infrastructure Levy (CIL)

- a charge levied by South Gloucestershire Council on new developments in our Parish, which it collects from the developers and then passes on to us
- we don't know until the start of each new financial year, how much CIL we're going to get - so we don't set an expected CIL amount in the budget
- instead we maintain a rolling 5 year plan of worthwhile future capital projects across the Parish; whatever CIL is received is then spent on the highest priority capital projects from the 5 year plan, thus having a neutral effect on the budget - and not costing Council Tax payers money
- the amount of CIL received in future years is expected to reduce significantly as development of new housing estates within our Parish comes to an end

Expenditure

- Parish Council spends its income on operating and maintaining our community buildings, vehicles & equipment, 3G & grass sports pitches, sports changing rooms, playgrounds, parks, green open spaces, and on employee salaries (Parish Councillors are not paid)
- we also provide funding towards FACE youth provision, Citizens Advice Bureau, and Turtle CYP children's summer playgroup
- we support other local organisations through community grants

Reserves

- Parish Council holds reserves in its bank accounts to dip into in the event of unforeseen emergencies, including unforeseen issues affecting projected income or operating costs, and to cover things which may need to be fixed or replaced in the future
- 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 earmarked reserves
- capital projects that are critical in the next financial year can then be added to the budget (during the budget setting process) as expensed from earmarked reserves

Budget

- the budget is a financial document similar to a spreadsheet, which details the Parish Council's projected income and expenditure for the financial year ahead, broken down into categories e.g., administration, salaries, vehicles, community centres, parks etc
- if the Parish Council spends less than the total income it receives, then any surplus is deposited into the Reserves at the end of the financial year
- similarly if it spends more than the total income it receives, the deficit would be taken from Reserves

Special Expenses

- a line item in your Council Tax bill showing how much South Gloucestershire District Council charges to Stoke Gifford residents for work they currently perform in maintaining some of the open spaces, bus stops and play areas within Stoke Gifford Parish
- South Gloucestershire Council sets a different Special Expenses charge for each Town and Parish within its district, specifically according to the amount and type of extra work they perform within that town or parish
- South Gloucestershire Council has indicated that it intends to hand this work over to town and parish councils from 2027 onwards

Community Grants

- grant applications from local community organisations are reviewed by councillors twice yearly, in April and October - see the Parish Council website for details
- our local Citizens Advice sessions and the Turtle CYP Summer Playscheme are funded under separate service level agreements, rather than the grant allocation process
- 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

Financial Management

- our 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
- our annual independent financial audit once again awarded us the highest rating, noting that "Systems and processes are excellent, providing good assurance. Significant strengths have been identified and are to be commended."

Transparency

- 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
- our annual budget is published on the Parish Council website
- an updated budget showing income and expenditure for the year to date is reviewed by Councillors (and the public) regularly through the year, at Finance meetings and quarterly Full Council meetings, to monitor any areas of overspend and agree any necessary adjustments whenever new requirements arise

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.

Planning & Transportation

Councillor Andrew Shore – Chair of Planning & Transportation

South Gloucestershire Council (SGC) are the authority with responsibility for determining Planning Applications and also own the adopted Highways. Whilst SGC are the decision makers, your Parish Council have a role to play, especially for new Planning Applications.

Planning Applications

As a 'statutory consultee' we scrutinise planning applications within the Parish boundary and submit representations for SGC's consideration. 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 must 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.

Your councillors have been working hard to ensure residents voices are heard on planning applications that affect you and to call out issues which we spot with planning applications. Whilst there's a need for more housing, there are other considerations too, such as road capacity, safety, infrastructure, amenity space, greenery and design (visual amenity).

Adequate parking is becoming more of a challenge to achieve, with SGC planning policies encouraging less use of private cars and developers keen to avoid over-providing car spaces.

Whilst enabling residents to make changes to their homes wherever possible and supporting new homes where appropriate, 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 48 planning applications in the Parish. Around 52% of those were for residential extensions or alterations (including 1 House in Multiple Occupation), 6% were for new dwellings, 35.5% for commercial or business development (almost half of these being for Rolls Royce), with the remaining 4% for signs/adverts and 2% involving trees with preservation orders (both of 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 mitigating the original issues.

Highways

On Highways matters, there is no statutory consultation mechanism for the Parish Council. Nevertheless, your Parish Council engage with StreetCare officers at SGC, drawing to their attention where there are major issues with the road surface, line markings or signage.

We also make our views known about proposals for highways improvement schemes and have influenced some of them. We have also been interacting with developers, such as Crest Nicholson, pressing for improvements to highway surfaces and road markings (such as in Brooklands Park) for roads not yet 'adopted' by SGC.



Highbrook View Development

A recently approved application for a further 77 homes, on land south of Hambrook Lane, but to be accessed off Kilby Road (with a pedestrian-only route onto Hambrook Lane), had a condition added so the developer makes a financial contribution to enhance local GP services within a 5km radius. Sadly, national planning policy does not require NHS dental surgeries to be provided or enhanced in the same way, something I'm raising at a national level.



We raised concerns regarding the construction plan and pressed for changes to increase parking space dimensions and retain more of the existing mature trees. Sadly we didn't get the changes we hoped for on parking, but we obtained some adjustments to the tree requirements and a review of the construction management plan.



Mulgrove Farm Village

We welcome more new residents from the Wain Homes developments (which straddles the Parish boundary), with more houses now being constructed in phase 2.

Your Parish Council lobbied hard against the South Glos Council (SGC) officer recommendation to approve phase 2 with a shortfall of 12 visitors spaces, because we felt it would compromise the amenity and liveability of the community. This persuaded Wain Homes to find space for a further 9 visitors spaces, reducing the shortfall to 3.

Community Infrastructure

The recently-opened community Centre and café (just off Clover Way), as part of the Brooklands Park housing development, is covered separately in this Annual Review. In due course, we expect that the proposed bus gate will be provided in Brooklands Park, likely after the final phase of housing construction on the site. There should hopefully still be a nursery and a local shop (currently the Crest sales suite) in due course.

As well as a nursery, a retail shop 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 and processes.



Planning & Transport cont.

Further Housing Development at Brooklands Park

With the previously proposed new primary school on the Brooklands Park development no longer considered necessary (by SGC), there will be a further planning application for the land where the school was to be built (with some open, recreational space) originally. Although no formal planning application has yet been submitted, early proposals from Crest Nicholson include a hard-surface Multi-Use Games Area (MUGA), a Nursery and a small community green space as well as around 40-50 dwellings.

Although Crest held a public consultation event back in November, sadly Crest's plans do not currently incorporate any meaningful changes arising from the numerous feedback which local residents and Councillors gave. We continue to press for the consultation feedback to inform and influence the proposals and plans, in the spirit of consultation and collaboration.

As well as a need for open, green space, the Parish Council will be looking to ensure the layout, parking, build density & heights, materials and character are appropriate.

Flexible Business Office Development on Station Road



Whilst being supportive of the proposed flexible office accommodation on Station Road, regenerating disused land which was becoming an area for anti-social behaviour, your Parish Council had major concerns about the detailed proposals. Specifically the small parking provision and about safety for pedestrians & other road users.

We are pleased that the developer will be installing a pedestrian footway, but we felt the parking was still inadequate. Despite intense lobbying of the SGC planning committee – and calling out comparisons with other sites which we felt were misleading by the applicant – the application was approved, with only 33 vehicle spaces for 400 desk spaces, when we believed that 80-100 were needed. The logic behind so few spaces is that many people will arrive by train, at Patchway Station, or walk or cycle. But we felt it was unlikely 92% of the office users would travel in this way. Let's hope we are wrong.

Road Surfaces & Markings

We understand your concerns about the local road network. 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.

I have recently met with both officers and the Cabinet Member (Cllr Sean Rhodes) from South Glos Council (SGC) to show them key areas needing pothole repairs, resurfacing and line repainting.

Some surface repairs have recently been carried out along New Road, with more repairs planned there and on North Road & Hatchet Road, amongst other locations.

Unfortunately, even with additional pothole funding from central government, there is insufficient money for SGC to bring the roads up to the conditions we'd all like, so there is a need to prioritise. I have raised the funding shortfall point with our local MP.

I have also been questioning how SGC carry out some of the repairs, e.g. not always cutting back to a good surface or sealing the joints and sometimes having to visit multiple times. In addition to more funding, I believe there may be opportunities for SGC to improve the quality of workmanship and cost-effectiveness.

Gipsy Patch Rail Bridge

Following a road safety audit, which your Parish Council pressed SGC to complete, some improvements have been identified to help reduce the chance of collisions on Gipsy Patch Road and the side roads.

These are due to be implemented over a 3 week period, which by the time you read this report, should (weather depending) have been completed.

Investigation is ongoing into other potential works at the Station Road and Gifford Crescent junctions. This will be informed by a 'conflict study' using CCTV cameras and AI technology on driver behaviour before and after the initial changes are made.



New Local Plan

SGC's draft new Local Plan is being examined by three government Inspectors, over 15 days between May & July, with people who commented previously being invited to participate. The outcome of this will determine if the Local Plan – for development strategy & policies across South Gloucestershire over the next 15 years – becomes adopted as proposed or whether changes are required.

Rolls Royce Investment

You will likely have seen (and probably been affected by) excavation works over the last year, especially along Gipsy Patch Road, Hatchet Road and New Road. The excavations were to lay ducting ready for a new upgraded power supply between Lockleaze substation and the Rolls Royce site. By the time you read this, the duct works should all be complete, with some follow-on localised excavations being completed to install the cable in the ducts.



This is to support Rolls Royce's expansion plans for the Gipsy Patch site and demonstrates their investment and commitment to the area.

There will be a new composites production capability and an extension of the research & testing facility, supporting the defence, aeroplanes and submarines businesses and for the next-generation of engine, potentially including the Tempest fighter jet, in partnership with Japan & Italy,

We have seen many planning applications from Rolls Royce over the last year or two and your Parish Council are pleased to have supported these applications and welcome the local employment safeguarding which these developments should help bring. We anticipate more applications, as the site is re-developed with these new capabilities and (in due course) the Whittle House office building gets re-built.

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 authority or organisation.

Councillor Andrew Shore,
Chair of Planning & Transportation

Recreation & Leisure Report

CLLr Penny Richardson - Chair of Recreation & Leisure

Welcome to the Annual Report from the Recreation and Leisure committee on Stoke Gifford Parish Council. The Councillors & staff from this committee work hard to provide a wide range of amenities and facilities to residents, including: youth services, green spaces, sport pitches, play parks, nature areas, hall & room hire and many more besides. Here is an overview of some of the work undertaken by this committee since our Annual Report last year.

FACE

Our Monday Youth Night at Little Stoke Scout Hut remains popular with local young people, and we have a core group of regular attendees between 14-17 years old. They have been doing a lot of work recently around food poverty and cooking skills, and the group planned a three-month food project. Since the beginning of Summer 2025, our Youth Provider FACE (Foundation for Active Community Engagement) has been running outreach sessions in the Brooklands Park estate with DORIS, their multi-coloured youth van, based in front of the Crest showroom. During their weekly sessions, young people have talked about what they would like locally from our Youth Services, and their main request has been for more structured, focused sessions with Youth Workers, where they can discuss the big issues affecting young people nowadays: knife crime, violence, substance misuse, hate crime, mental health issues, etc. The Parish Council is now working with FACE to explore how we can potentially provide these sessions.

Local Nature Action Plan (LNAP)

LNAPs are an increasingly common feature of Parish & Town Council policy, drawn up in response to the climate emergency and biodiversity decline in the UK. Stoke Gifford Parish Council's LNAP co-ordinator is CLLr Sue Bandcroft (also Vice-Chair of the Parish Council) who works hard to promote our environmental aims. Meaningful action can begin at local level: providing vital green spaces for nature to thrive in our communities is essential, especially in new housing developments such as Brooklands Park, where we are supporting residents in their campaign for a local green space. We continue to put bird boxes, bat boxes and hedgehog houses in our green spaces, and would encourage residents to do their bit to provide havens for wildlife in their gardens.

Stoke Brook

In 2025 residents will recall a number of 'booms' set up in the Stoke brook, which runs through 40 Acres. These multi-coloured inflatable devices were put in place as part of the Environment Agency's investigation into the source of numerous pollution reports, and were designed to catch hydrocarbons and prevent them from flowing further downstream. The Environment Agency believes the source of the pollution has now been eliminated, therefore the booms have been taken out. Nonetheless, we would encourage residents to remain vigilant and if you see any signs of pollution in the brook, please call the Environment Agency's Incident Hotline straight-away on: 0800 80 70 60. This is a 24-hour service.

Also in the Stoke brook (quite literally!) local residents joined forces with the Bristol Avon Rivers Trust (BART) for a River clean in October 2025. The combined efforts of 20 residents helped us to remove a huge amount of rubbish from the water & nearby banks, including builders' rubble & bricks, bottles, cans, cutlery, boulders, a bike frame, and much more besides.

Sport

Our Grounds Team has worked hard to keep all our sport pitches in excellent condition during 12 months of extremely challenging weather: hot sun last Summer followed by a prolonged amount of rain this January and February. Through regular pitch preparation, spiking and aerating where possible, the grass is kept in tip-top condition so that local clubs have been able to continue using the pitches throughout the season. We also hire out our 3G pitch at Little Stoke park, which is very popular all year round. Hiring out our sports pitches is an important source of income for the Parish Council and allows us to invest more in the sporting facilities we offer residents.



Parks

In March this year we installed a new set of play equipment in the Trust Ground park on North road. This includes a set of wooden towers and slide for younger children and a circular swing set (including an accessible swing) for the older children. In Meade Park our new climbing frame was opened last June and has become a popular all-round attraction for local children due to its range of features. Next on our works schedule is Little Stoke Park where we're about to replace the double swing-set. We are very fortunate to have ROSPA-certified Grounds staff on our team, who carry our regular inspections of the Parish parks to ensure all the equipment is completely safe for children to use, and our parks also receive an annual inspection from national ROSPA Inspectors.

We also want to ensure parents and carers have somewhere to relax whilst out with their children and grandchildren: we've recently restored the well-loved Snake seat in Meade Park, put new benches around Royal Park (next door to 40 Acres) and installed a bench next to the Little Stoke BMX track so adults can sit and relax whilst watching the cycling action on the track. We've also installed recycling bins outside the café at Little Stoke park and in the smaller children's play park at Meade Park, meaning that park users can sort their waste, so less of our rubbish goes into landfill.

Green Canopy Project

The Parish Council is currently working on a new tree-planting plan in 40 Acres. This forms part of the Forest of Avon's Green Canopy project, which is funded by DEFRA, and aims to encourage Parish Councils to expand tree coverage in their area. As well as creating new habitats for wildlife and increasing biodiversity, the new trees will contribute to carbon capture and absorb flood water.

Litter Picking

We've had exceptional attendance at our Community Litter Pick sessions in 2026, enabling us to clear away even more rubbish from our local pavements and green spaces. Since starting up these regular 3-weekly sessions in early 2025, we've carried out 21 litter picks to date. These sessions rotate around all 3 wards in the Parish, meeting outside Brooklands Park showroom, in Little Stoke Park and at the Trust Ground on North Road. If you're interested in helping out, details can be found on the Parish Council Noticeboards or on the Events Calendar of our Parish website.

Turtle playscheme

The Parish Council continues to contribute funding to Turtle CYP, a South Gloucestershire playscheme that provides free play and family sessions to local families during key holidays. Stoke Gifford families are one of the big users of this playscheme locally: it provides vital support during the long holidays for busy parents, especially those who have children with special educational needs. Last summer, children from our Parish attended approximately 270 sessions run by Turtle CYP. 2026 sessions in Stoke Gifford will run for 4 weeks over the Summer holidays and will be held in Brooklands Park and Little Stoke Community Hall. Turtle CYP also run sessions at other venues – including Patchway, Bradley Stoke, etc – and at other holidays during the year as well as the main Summer one, and families are welcome to use whichever location suits their needs best.

Caretaker's Report

Jon Welsh – Caretaker



As the new caretaker at Little Stoke Community Centre I have been amazed by the number and variety of users at the park and centre. The centre truly reflects the community in the surrounding area from the very young to the elderly, as well as the rich and culturally diverse nature of our local community.

The centre is busy every day with regular groups booking the rooms, 3G and grass pitches. After the wet weather we have been experiencing it's been good to see people out walking or exercising as well as the sports teams using the facilities.

It has been great to meet new users of the facilities as well as familiar faces. My role is to maintain the centre so that it meets the needs of the users and the facilities are always available and in good order.

Regular checks of the facility and adjacent land are required as well as dealing with queries from local people.

The Parish centre is a vital hub for all residents and local groups to share information and be signposted to relevant external agencies. Through updating the noticeboards across the Parish, I have been impressed by the amount of support groups and social activities that are available to the community.

Grounds Team Report

Martyn, Andy & Maddox

As we approach the nicer weather the grass starts to grow (sometimes faster than we'd like!), and the Grounds Team emerge from a busy winter programme. We feel we have covered a wider range of works across the winter months this year where hopefully the park users will notice as many hedges have been trimmed back, dead trees removed, tree branches tidied up and we have hired a chipper for the first time which has enabled us to recycle the material around the sites, using chip bark and mulch creating planters and flower beds at various locations.

Over the past year a brand-new footpath has been installed in Little Stoke Park, trees and hedges have been given a good trim. All general waste and dog bins are emptied twice weekly however we do continue to encounter dog mess across the sports pitches and recreational fields, and much litter on the grounds.

Despite the rain doing its best to turn everything into a paddling pool, the sports pitches have held up well and are ready for the last remaining fixtures of the 2025/26 season.

There have also been some exciting additions to our parks. New play equipment has been installed at Meade Park and North Road, adding even more fun to these already well-used spaces. We've also carried out repairs to existing play equipment and park edging to keep everything safe and looking its best.

As we approach the summer months, we are all looking forward to longer days, warmer weather and seeing the parks busy and enjoyed by everyone.

We are a small team of three however we have young families of our own and care a great deal about the local community spaces, sports pitches and parks and we devote a great deal of time investing in providing the best possible facility for local residents to enjoy the parks working around the machinery we have and the pre-set budgets.



Parish Clerk's Report

John Rendell - Parish Clerk

It is my pleasure to present the Parish Clerk's Annual Report for the 2025/26 municipal year.

Reflecting on the past twelve months, it is clear that the responsibilities and workload of the Parish Council continue to grow year on year as the parish develops and the Council takes on additional duties. Despite these increasing demands, the Council has continued to operate effectively, maintaining strong governance, financial stability and high standards in the services provided to residents.

The Council's internal audit for the year once again received a "High Standard" assessment, which is a testament to the commitment and professionalism of both councillors and staff. I would particularly like to recognise the work of our Finance Officer, **Cath Slade**, whose diligence and attention to detail ensure the Council's financial processes, reporting and administration remain robust and compliant.

Throughout the year I have worked closely with the Chair of Council, **Dave Addison**, along with the Council's Committee Chairs. The consistency of leadership in these positions over recent years has been extremely beneficial to the Council's decision-making and overall effectiveness. In particular, I would like to acknowledge the ongoing commitment and expertise of:

- **Councillor Andrew Shore**
Chair of Planning & Transportation Committee
- **Councillor Keiron Marsden**
Chair of Finance & General Purpose Committee
- **Councillor Penny Richardson**
Chair of Recreation & Leisure Committee

Their leadership, dedication and knowledge continue to make a significant contribution to the Council's work.

Utilities and Operational Pressures

Like many councils across the country, the Parish Council continues to face rising operational costs, particularly in relation to utilities, services and maintenance.

Given the size of the parish, the substantial amount of green space managed by the Council, and the increasing number of responsibilities being passed down from **South Gloucestershire Council**, the organisation operates with a relatively small workforce of **nine staff members**.

Despite the challenges, staff continue to demonstrate exceptional commitment and professionalism in delivering services and maintaining facilities across the parish.

Council Staffing

During the year the Council experienced a number of changes within its staffing structure.

After more than twenty years of dedicated service to the parish, **Head Groundsman Colin Kenyon retired**. His contribution to the upkeep and development of the parish's green spaces over two decades has been greatly appreciated.

The Caretaker at **Little Stoke Community Hall** also moved on after five years of service.

As the Council continues to expand its facilities and responsibilities, new staff have been recruited to strengthen the team. Two additional members of staff joined the Council to support the new Brooklands Park Community Hall facility:

- **Claire Troy**
Administrator (Part-time)
- **Craig Kingscott**
Caretaker (Part-time)

Both have settled into their roles extremely well and are already making a positive contribution.

In addition, **Jon Welsh** joined the team as Caretaker at **Little Stoke Community Hall**.

In June 2025, **Martyn Rendell** was appointed as the Council's **Head Groundsman**, with **Andy Slade** moving into the position of **Deputy Head Groundsman**. The grounds team was further strengthened with the addition of **Maddox Ford**.

Together, the team have significantly increased the Council's capacity to maintain and improve parish facilities and open spaces.



Brooklands Park Community Hall

One of the most significant developments this year has been the Council's ability to take on responsibility for **Brooklands Park Community Hall**.

Following a public consultation process, **South Gloucestershire Council** implemented parish boundary changes in 2022 which removed **Stoke Park** and **Cheswick** from the Stoke Gifford Parish boundary. This had a significant financial impact on the Parish Council.

Since that time, councillors and officers have worked carefully to ensure the Council maintained a strong and stable financial position despite the loss of income associated with the boundary change.

I am therefore extremely pleased to report that in 2026 the Parish Council is now in a position to take on this second community facility. Brooklands Park Community Hall will provide an important community hub for residents in the **Brooklands Park** and **Highbrook View estates**, ensuring there is a strong parish presence in the southern part of the parish.



Community Infrastructure Levy (CIL) Projects

The Community Infrastructure Levy (CIL) was introduced in 2010 as a way for local authorities to secure funding from developers undertaking new construction projects. The funding can then be used to support infrastructure improvements that benefit the community.

During the 2025/26 financial year, the Parish Council received £96,444.81 in CIL funding.

These funds have enabled the Council to undertake a number of improvement projects across the parish, particularly in relation to pathways, signage and recreational facilities.

CIL Funded Works 2025/26

Supplier	Date	Amount (Net)	Project
South Gloucestershire Council	20 June 2025	£2,510.17	Street signage for new housing development following boundary changes
TTL Ground Services Ltd	Sept/Nov 25	£45,797.97	Little Stoke Park / Clay Lane Path
Sovereign Design Play Systems Ltd	20 Oct 2025	£50,906.42	Trust Ground Play Equipment

These improvements will enhance accessibility, safety and recreational opportunities for residents across the parish.

Grounds and Open Space Management

The Parish Council is responsible for maintaining a significant number of green spaces across the parish, which provide valuable recreational opportunities and contribute greatly to the quality of life for local residents.

Despite extremely challenging weather conditions during the winter months (December through March), the grounds team carried out extensive maintenance work, including:

- Removal of dead and dangerous trees
- Hedge trimming and vegetation management
- New planting across several sites
- Routine inspections and maintenance of play equipment

Although the weather has been particularly poor, the work undertaken throughout the winter months will ensure that the parks and green spaces are in excellent condition when residents begin to use them more frequently during the spring and summer.

The parish is fortunate to benefit from a number of attractive and well-maintained open spaces.

Recreational Spaces Maintained by the Parish Council

- Little Stoke Park
- Mike Gallivan Fields
- Meade Park
- Forty Acres
- Royal Park

Additional Areas Maintained

- The Trust Ground
- New Road play area
- St Michael's Churchyard
- Parish Allotments
- Brooklands Park Community Hall grounds

Community Hall Buildings

- Brooklands Park Community Hall
- Little Stoke Community Hall

Maintaining these facilities forms an important part of the Council's day-to-day operations and contributes significantly to keeping the parish clean, safe and welcoming.

Additional Assets Maintained by the Parish Council

The Council also maintains a range of smaller but important community assets across the parish, including:

- Bus shelters - 10
- Public waste and dog waste bins - approximately 70
- Aretians Rugby Pitches

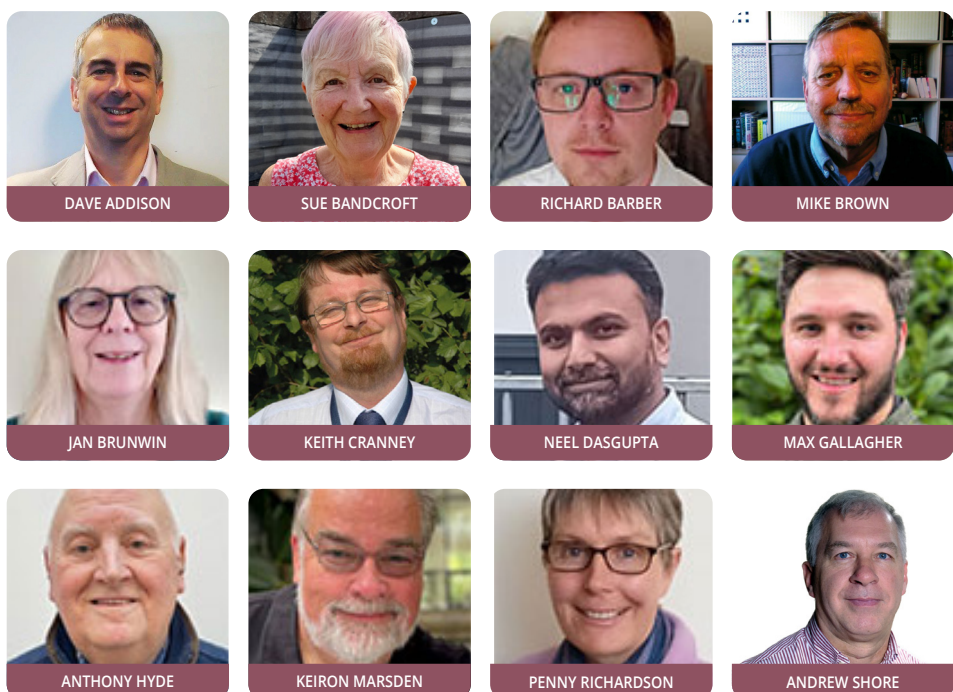
Looking Ahead

The Parish Council continues to evolve as the parish grows and new responsibilities are introduced. While the Council faces the same financial pressures affecting local authorities nationwide, careful planning and strong financial management have ensured that the organisation remains stable and capable of continuing to invest in the community.

The addition of **Brooklands Park Community Hall**, ongoing improvements to open spaces, and the continued development of facilities across the parish demonstrate the Council's commitment to supporting residents and enhancing local amenities.

I would like to thank all councillors, staff and volunteers for their continued support and dedication throughout the year.

Your local Councillors, working for you:



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.

Venues: Little Stoke Community Hall (BS34 6HR) or Brooklands Park Community Centre (BS34 8AZ)

Little Stoke Community Hall

www.stokegifford.org.uk/services

Little Stoke Community Café

Tel: 07751 194510

Outdoor Sports

www.stokegifford.org.uk/services

Brooklands Park Community Hall

<https://www.stokegifford.org.uk/services/brooklands-community-centre.php>

Brooklands Park Community Café

07751 194510

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/

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

South Gloucestershire Council

Phone Streetcare: 01454 868000

Email: 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.

FULL Council

(Second Tuesday of Month)

12th May 2026 (Annual Meeting)

9th June 2026

8th September 2026

13th October 2026

10th November 2026

8th December 2026

12th January 2027

9th February 2027

FINANCE & GENERAL

PURPOSE COMMITTEE

(Second Tuesday of Month)

14th July 2026

8th December 2026

9th March 2027

RECREATION AND

LEISURE COMMITTEE

(Third Tuesday of Month)

21st July 2026 (14:00)

20th October 2026 (14:00)

19th January 2027 (14:00)

PLANNING AND

TRANSPORTATION COMMITTEE

(Fourth Tuesday of Month)

26th May 2026

23rd June 2026

28th July 2026

22nd September 2026

27th October 2026

24th November 2026

26th January 2027

23rd February 2027

23rd March 2027

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

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

Claire Troy

Administrator for
Brooklands Park

Martyn Rendell

Head Groundsman

Andy Slade

Deputy Head Groundsman

Maddox Ford

Groundsman

Jon Welsh

Caretaker at
Little Stoke

Craig Kingscott

Caretaker at
Brooklands Park

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

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

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

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

Brooklands Park Community Hall, Clover Way, Stoke Gifford, BS34 8AZ

Email: brooklandspark@stokegifford.org.uk