

**Minutes of the Annual Meeting
of Frampton Cotterell Parish Council
8th May 2006**

Held at the Brockeridge Centre, Woodend Road, Frampton Cotterell

Present: Mr D Broome, Mr T Clothier, Mr G Filer, Mr G Hayter, Mr N Hodges, Mr R King, Mr C North, Mrs J Rowan, Mr T Trollope and Mr S Wilson

Also present: Mrs J Allan (Administrative Assistant)

Apologies: Mr D Hockey, Mrs P Hockey, Mr G Keel, Mr D Manfield; PC Barraclough

Cllr King welcomed everyone to the meeting and reported that he had enjoyed his year as Chairman very much. He thanked the Vice-Chairman, Committee Chairmen, Cllrs and staff for their help and support during this time.

Cllr Trollope made a short statement; apologising for not having attended meetings regularly and pledging to try and attend in future.

718 Election of Chairman of the Parish Council

Cllr King invited nominations for the position of Chairman of the Parish Council for the ensuing year.

RESOLVED: On a proposal from Cllr Mrs Rowan, seconded by Cllr Wilson that Cllr King be Chairman of the Parish Council for the ensuing year.

Cllr King made and signed his Declaration of Acceptance of the Office of Chairman of the Parish Council and assumed the Chair.

719 Appointment of Vice-Chairman of the Parish Council

Cllr King invited nominations for the position of Vice-Chairman of the Parish Council for the ensuing year.

RESOLVED: On a proposal from Cllr North, seconded by Cllr Broome that Cllr Mrs Rowan be Vice-Chairman of the Parish Council for the ensuing year.

Cllr Mrs Rowan made and signed her Declaration of Acceptance of the Office of Vice-Chairman of the Parish Council.

Councillors were sad to note that both Cllrs Keel and Manfield continued to be unwell and sent their best wishes to them both.

720 PC Barraclough

PC Barraclough sent his apologies and reported that things had been quiet in the last month with the exception of two distraction burglaries, which were thought to be part of a spate of these in the wider district. This was noted.

721 Declarations of Interest under the Local Government Act 1972

None was made.

722 Membership Parish Council Highways Committee

RESOLVED: That the membership of the Parish Council Highways Committee shall be as follows:

Cllrs Broome, Filer, Hayter, Hodges, D Hockey, Manfield and North plus Cllrs King and Mrs Rowan

The Chairman suspended the Council meeting and convened a meeting of the Highways Committee at the conclusion of which the Chairman reconvened the Council Meeting

723 Membership Parish Council Planning Committee

RESOLVED: That the membership of the Parish Council Planning Committee shall be as follows:

Cllrs Broome, Filer, Hayter, Hodges, Manfield, North and Wilson plus Cllrs King and Mrs Rowan

The Chairman suspended the Council meeting and convened a meeting of the Planning Committee at the conclusion of which the Chairman reconvened the Council Meeting

The Council expressed its thanks to Cllr Wilson for all the work he has done as Chairman of the Planning committee over many years.

724 Membership Parish Council Leisure and Recreation Committee (L and R)

RESOLVED: That the membership of the Parish Council Leisure and Recreation Committee shall be as follows:

Cllrs Clothier, Filer, P Hockey, Keel, Manfield, North and Tubey plus Cllrs King and Mrs Rowan.

The Chairman suspended the Council meeting and convened a meeting of the Leisure and Recreation Committee at the conclusion of which the Chairman reconvened the Council Meeting.

725 Membership Parish Council Bockeridge Committee

RESOLVED: That the membership of the Parish Council Bockeridge Committee shall be as follows:

Cllrs Broome, Clothier, Hayter, D Hockey, Keel and Manfield plus Cllrs King and Mrs Rowan (*and Mr Millard, Mrs Harroway, Mr Kelman and Mr Thomas*).

The Chairman suspended the Council meeting and convened a meeting of the Bockeridge Committee at the conclusion of which the Chairman reconvened the Council Meeting

726 Membership Parish Council Finance and General Purposes Committee (F and GP)

RESOLVED: That the membership of the Parish Council Finance and General Purposes Committee shall be as follows:

Cllrs King (*Council Chairman*) and Mrs Rowan (*Council Vice-Chairman*); Cllrs Clothier, Filer, Hayter, and Manfield (*Committee Chairmen*) and Cllrs North and Tubey (*plus one vacancy*)

The Chairman suspended the Council meeting and convened a meeting of the Finance and General Purposes Committee at the conclusion of which the Chairman reconvened the Council Meeting

727 Joint Interest Committee

RESOLVED: That the Parish Council's representatives on the Joint Interest Committee shall be as follows:

The Chair of the Council and Cllr Hayter or the appropriate committee chair with substitutes as necessary.

728 Internal Audit Panel

RESOLVED: That the membership of the Parish Council's Audit Panel shall be as follows:

Cllrs Hayter, Manfield and North

729 Representatives on Outside Bodies

Following a proposal from Cllr King, seconded by Cllr Mrs Rowan it was:

RESOLVED: That the Parish Council appoint the following representatives on outside bodies:

Age Concern South Gloucestershire
ALCA Area Group

Cllr D Hockey
Cllrs P Hockey, King and the Clerk

<i>Beesmoor Road PPMC</i>	Cllr Trollope
<i>Community Association Council</i>	Cllr P Hockey
<i>Filton Airfield Consultative Group</i>	Cllr P Hockey, substitute Cllr Hayter
<i>Friends of the River Frome</i>	Cllrs Hayter, D Hockey and vacancy
<i>Fromside Youth Centre</i>	Vacancy
<i>Park Management Committee</i>	Cllrs Keel and North
<i>SGC Agenda 21 Forum</i>	Vacancy
<i>SGC Area Forum</i>	Cllr Hayter
<i>SGC Environmental Link Group</i>	Cllr P Hockey
<i>SGC Heritage Forum</i>	Vacancy (Cllr P Hockey to report back)
<i>SGC Landscaping/Building</i>	Cllrs Hayter and vacancy
<i>Character Assessment</i>	
<i>SGC Waste Management Forum</i>	Cllr Keel, substitute Cllr P Hockey
<i>Twinning Association</i>	Cllrs Mrs Rowan and Keel
<i>Village Design Statement</i>	Cllrs Hayter, D Hockey and Wilson
<i>Winterbourne Library Committee</i>	Mrs A Dunmur

730 Confirmation of Minutes

RESOLVED: On a proposal from Cllr Clothier, seconded by Cllr Filer that the Minutes of the Meeting of the Parish Council held on 10th April 2006 be confirmed and signed.

731 The Way Forward for The Park and the Park Management Committee (PMC)

Cllrs Clothier, Filer, King and North had undertaken a detailed visit at the Pavilion and met to discuss the initial discussion document.

RESOLVED:

- *To write and thank the PMC, especially its Chairman, Treasurer and Secretary for all the work it has done over the years.*
- *To invite up to three members of each sports club (cricket, football, rugby and tennis) to a meeting to discuss the way forward for the Parish Council and PMC.*
- *To hold this meeting at 8:00pm following the PMC meeting to be held at 7:30 on Thursday 25th May 2006, at The Pavilion.*
- *The letter of invitation to include an agenda summarising the points of the initial discussion document and a request that club representatives have the authority to discuss these matters as they are serious issues..*

732 Arrangements for the Annual Parish Meeting

This was confirmed for Wednesday 24th May at 7:30pm at The Brockridge Centre.

- Cllr Wilson gave his apologies for the meeting.

733 To Consider if Areas of the Parish should be Designated as Dog Control Zones

Following a proposal from Cllr King, seconded by Cllr Hayter it was:

RESOLVED:

- To request that the Children's Play Areas at The Park, Beesmoor Road Playing Field and The Brockridge Centre be designated as Dog Free Zones.

734 Accounts Summary for Year Ended 31st March 2006

This was noted.

735 VAT

A response had been received pointing out that an option to waive exemption must be applied for 20 years.

RESOLVED: To opt to waive the partial exemption at The Pavilion

736 Accounts for Payment

Following a proposal from Cllr Mrs Rowan, seconded by Cllr Hayter it was:

RESOLVED that:

- Accounts in the amount of £23,298.14 be settled
- Receipts in the amount of £2,828.53 be noted.

737 Planning Committee Report

Following a proposal from Cllr Wilson, seconded by Cllr North it was:

RESOLVED: That the minutes of the Planning Committees held on 18th April and 2nd May 2006 be adopted, together with all the recommendations therein.

738 Highways Committee Report

Following a proposal from Cllr Hayter, seconded by Cllr North it was:

RESOLVED: That the minutes of the Highways Committee held on 2nd May 2006 be adopted, together with all the recommendations therein subject to the following amendments:

- *Min 382(d) To be deleted*
- *Min 385 – 3rd bullet point should read Across The Land where it meets Woodend Road ...*
- *Min 387(b) “MISSING” should read “DAMAGED”*

It was noted that the damaged street name plate at Lower Stone Close had now been replaced.

739 Leisure and Recreation Committee Report

Following a proposal from Cllr King, seconded by Cllr Filer it was:

RESOLVED: That the minutes of the Leisure and Recreation Committee held on 24th April 2006 be adopted, together with all the recommendations therein except that in Min 346(a) and subject to the following amendment:

Min 349(c) to add at the end ... except by arrangement BETWEEN THE CLUBS

Min 346(a) Recent Problems with Frampton Cotterell Rugby Club

RESOLVED:

This was referred back to the L and R committee for further consideration with delegated powers to deal with the problem.

Min 347 Centenary Field Pentecost Party

The Clerk was asked to seek confirmation that appropriate Risk Assessments had been undertaken.

Grasscutting at The Park

It was reported that the Cricket Club was requesting that the outfield in the Old Field should be cut up to the edge of the Children's Play Area to allow the wicket to be moved as necessary.

- The Assistant Clerk (in conjunction with the Cricket Club and grasscutters) was asked to look into this, bearing in mind that it had been agreed not to change the approved schedule for the works

740 Brokeridge Committee Report

RESOLVED: That the minutes of the Brokeridge Committee held on 26th April 2006 be adopted, together with all the recommendations therein.

741 Representatives on Outside Bodies

Area Forum

Cllr Hayter reported that he had attended this and that there had been two presentations:

The Police presentation had informed that there is now a new contact number for all non 999 calls: 0845 456 7000. By 2008 neighbourhood policing will have been introduced and there will be eight officers and fourteen Police Community Service Officers (PCSOs). The current proposals are that the government will fund 75% of the cost of PCSOs and the local areas asked to make up the difference.

RESOLVED:

- The Council noted its view that all funding should be met from the police's own budget.

The second presentation had been about sustainable communities.

742 Quality Status

The Chairman reported that the Council had successfully been awarded Quality Status and thanked the Clerk for compiling the submission.

743 Correspondence Received

a Letter from Mr Millard, ref Bockeridge Infants School OFSTEd Report

Mr Millard had reported that the inspection had gone as expected, and that the Head teacher was confident of the way forward.

Following a proposal from Cllr Mrs Rowan, seconded by Cllr Hayter

- The Clerk was asked to write and congratulate the school (*with a copy to Mr Millard*)

b The following was Referred to the Planning Committee for Further Consideration

- Forest of Avon – Planning and the Forest of Avon – A Guide for Developers

c The following were noted:

SGC – Defra Consultation on Rural Development Programme for England 2007-13

Easter Greetings from Alena Bernadova and Ludmila Juranova

SGC Landscape Character Assessment – Supplementary Planning Document

SGC – Dedicated Solicitor for Parish Councils - Response

ALCA – County Secretary's Accident

Letter from Mr Millard – Bockeridge School Governor

Yate, Sodbury and District Community Transport – AGM, 18th May 2006, Poole Court, 7:30pm

Frome Vale Community Network, next meeting 18th May 2006, 12:15 at Ridgewood

SGC – Strengthening Communities Strategy, Consultation Summary 2006

SGC – 7th Annual Quality of Life Indicators, Spring 2006

Avon Wildlife Trust, Issue 77 – Summer 2006

Natural World, spring 2006

SGC Heritage News, 13, Spring 2006

South Gloucestershire Deaf Association, Issue 23, May 2006

South Gloucestershire Senior Citizens Forum Newsletter, Spring 2006

Community Action – Issue 26, May 2006

Winterbourne Library Committee – Minutes of 25th April 2006

RESOLVED:

In view of the confidential nature of the business to be transacted, that the public and press be excluded for the following item.

744 Letter of Resignation from Mr Wilkes, Leader-in-Charge

- This was referred to the next meeting of the F and GP committee.
- The Clerk was asked to write and request that Mr Wilkes details the reasons for his decision.
- The Clerk was asked to inform Mr Godwin of SGC and seek his advice.

745 Next Meeting
MONDAY 12TH JUNE 2005 AT 7:30 PM