

**Minutes of the Meeting of Frampton Cotterell Parish Council**  
**12<sup>th</sup> June 2006**  
**Held at the Brokeridge Centre, Woodend Road, Frampton Cotterell**

**Present:** Mrs J Rowan (Chairman), Mr D Broome, Mr T Clothier, Mr G Filer, Mr G Hayter, Mr D Hockey, Mrs P Hockey (Part), Mr C North, and Mr S Wilson

**Apologies:** Mr R King, Mr G Keel, Mr D Manfield, Mrs S Tubey, Mr N Hodges and Mrs P Hockey (*for lateness*) and PC Barraclough

**746 Declarations of Interest under the Local Government Act 1972**

- Cllr D Hockey is South Gloucestershire Councillor

**747 PC Barraclough reported via e-mail**

- That the overall crime rate has remained at a steady low for some time now.
- The problems encountered in the past at or around Park Farm have increased since the beginning of the latest hot spell of weather.
- In the last week there have been around 10 calls some of which were reports of the same gathering of people.
- He will be producing an operational order to combat the problem in the early stages.
- There will be a higher police presence in the area within the next few weeks and this will continue until September at which point it will be reviewed.

**748 Confirmation of Minutes**

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

**RESOLVED:** that the Minutes of the Meeting of the Parish Council held on 8<sup>th</sup> May 2006 be confirmed and signed.

**749 Appointment of Cllr D Hockey to the Finance and General Purposes Committee (*Min 726*)**

**RESOLVED:**

- Cllr D Hockey to join the F and G P Committee

**750 Minutes of the Annual Parish Meeting of 24<sup>th</sup> May 2006**

The Minutes of the Annual Parish meeting of 24<sup>th</sup> May 2006 were noted and the following amendment was made:

*Min 97 Cllr North presented Cllr Wilson's report*

**751 Future of the Brokeridge IT Committee**

The committee thanked Cllr Clothier for a very comprehensive report.

**752 Meeting with the Park Management Committee and Sports Representatives (*Notes of 25<sup>th</sup> May 2006*)**

**RESOLVED:**

- That meetings will take place in September, December, March and June on the first Thursday of the month.
- To check the Covenant and write to the Church asking if it considered a container to be a building; (as only one building may be erected at The Park under the Covenant), and that the Church be given a time limit to reply.

**753 Notes of the 4<sup>th</sup> Meeting of the Steering Group to discuss Prospective Measures to reduce Anti-Social Behaviour by Young People in Frampton Cotterell**

The report on visits to youth shelters on 8<sup>th</sup> June 2006 was noted. Colour pictures of the shelters were provided to the committee.

Cllr Hayter recommended that all Cllrs should go and visit the youth shelters mentioned in the report. It was thought that the shelter in Hanham was more favourable.

*Cllr P Hockey entered the meeting*

#### **754 Newsletter Number 5**

**RESOLVED:**

- The draft newsletter was approved with minor amendments.
- To contact Cllr Tubey and ascertain the telephone number of a distribution company used by Yate Town Council.
- If the above is not successful to use the Company 'Regal'.
- To distribute all newsletters before the end of June.

#### **755 Finance**

A response had been received from HM Revenue and Customs.

Following a proposal by Cllr Clothier it was:

**RESOLVED:**

- To ensure the documents are put on the next Finance and General Purposes Committee agenda.
- That Cllrs Clothier and Hayter would read the report and report their findings to the meeting.

#### **756 Accounts for Payment**

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

**RESOLVED:**

- That Accounts in the sum of £ 16,835.47 be settled.
- That Receipts in the amount of £3,204.63 were noted.

#### **757 Planning Committee Report**

Following a proposition from Cllr Filer, seconded by Cllr Mrs Rowan it was:

**RESOLVED:** that the minutes of the Planning Committees held on 8<sup>th</sup> and 15<sup>th</sup> May 2006 and 5<sup>th</sup> June 2006 be adopted, together with all the recommendations therein.

#### **758 Highways Committee Report**

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

**RESOLVED:** that the minutes of the Highways Committee held on 8<sup>th</sup> May and 5<sup>th</sup> June 2006 be adopted, together with all the recommendations therein.

*Min 397 3<sup>rd</sup> bullet point should read:*

*The Parish Council presented evidence that three footpaths LFC48 Prospect Lane between Court Road and School Road; LFC 50 Willow Way to Woodend Road; and LFC 49 Church Road to Lower Stone Close are recorded on the Northavon Map but omitted from the Definitive Map for South Gloucestershire. Mrs Chidley acknowledged that each one is adopted and recorded on other levels of mapping on SGC's adopted Highways list.*

*The Parish Council needs confirmation in writing that these are adopted Highways' and a map indicating their location.*

#### **759 Leisure and Recreation Committee Report**

Following a proposition from Cllr North, seconded by Cllr Mrs Rowan it was:

**RESOLVED:** that the minutes of the Leisure and Recreation Committee held on 22<sup>nd</sup> May 2006 be adopted, together with all the recommendations therein subject to the following amendment:  
*Cllr Clothier's name to be added to the list of names present.*

*a Use of the Pavilion Kitchen by the Sports Clubs*

**RESOLVED:**

- To investigate a 2<sup>nd</sup> deadlock to be added to the main front door of the Pavilion.
- Cllrs North and Filer to liaise with the Assistant Clerk and the Caretaker/ Groundsman.
- To amend number one of the Policy for all Clubs using the Kitchen Area of the Pavilion accordingly.

*b Provision to replace the Pavilion Water Heater*

**RESOLVED:**

- To ensure that the water heater is replaced up to a maximum cost of £350.00

*c Cricket Pavilion Electrical Works Update*

All electrical works had now been completed and a certificate of works had been received. This was noted.

*d Allotment Appraisal Report*

**RESOLVED:**

*Plot 13(b)*

- The Assistant Clerk make contact with the tenant of Plot 13(b) to ascertain how much longer it would be until the tenant would be able to cultivate his plot and bring it up to standard since suffering a recent illness.

*Plot 3(b)*

- That the Assistant Clerk write to the tenant serving him with a 'Notice to quit' in one month.
- To give the tenant the option to re-enter the waiting list.
- To allocate the plot to the next person on the waiting list.

*Full plots*

- The assistant Clerk to write to all tenants occupying a full plot asking if they would consider downsizing to a half size plot.

**760 Brockeridge Committee Report**

Following a proposition from Cllr Clothier, seconded by Cllr Mrs Rowan it was:

**RESOLVED:** that the minutes of the Brockeridge Committee held on 15<sup>th</sup> March 2006 be adopted, together with all the recommendations therein.

**761 a Committee Membership**

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

**RESOLVED:**

- That until the end of October Cllr Filer will be co-opted to replace Mr Kelman.
- To send a get well soon card thanking Mr Kelman for his help as a volunteer.

**762 Finance and General Purposes Committee Report**

Following a proposition from Cllr Mrs Rowan seconded by Cllr Filer it was:

**RESOLVED:** that the minutes of the Finance and General Purposes Committee held on 24<sup>th</sup> May 2006 be adopted, together with all the recommendations therein subject to the following amendments:

*Min 13*

*That a summary of the original version of the breakdown of the Chairman's Allowance is incorporated into the minutes.*

*Min 18*

*That the Joint Interest Committee be asked to ask Iron Acton Parish Council to join.*

### *Standing Orders*

Item 14 requires the agenda to be sent or given to each councillor at least 3 clear days before each meeting. This was queried, as this had not been the case in recent mailings to members.

#### **RESOLVED:**

- That in the future the Clerk should mark all agenda postings with 'first class' on the envelopes.
- That this be considered by the Finance and General Purposes Meeting on 28<sup>th</sup> June 2006.

### *Min 25 Leader-in-Charge Vacancy*

#### **RESOLVED:**

- To invite Mr Dursley for an informal interview on Monday 19<sup>th</sup> June 2006 at 6.45pm.
- Cllrs Mrs Rowan, D Hockey and Hayter conduct the interview
- To contact Mr Godwin (SGC Youth Dept) and invite him to the interview.

## **763 Report from Outside Bodies**

### *Twinning Association*

Cllr Mrs Rowan reported:

- That the next planned visit from the Twinning Association in Kelbra (*Twinned Town*) was underway and the Parish Council would shortly be receiving a request for a hosting grant as one had been granted previously.

Cllr P Hockey reported:

### *South Gloucestershire Area Forum*

- The SGC Area Forum Meeting had appointed a new staff member with a government grant received, to help with advice when claiming benefits. The role will include visits to the elderly to provide help and assistance with applying for benefits. The Clerk had arranged to display leaflets with more information about this at the Brockeridge Centre.

Cllr D Hockey reported:

- That recently the Gazette Newspaper had run an article on behalf of the Community Association asking for volunteers to take on the role of the Treasurer.

## **764 Report from South Gloucestershire Council**

- SGC had formed a Smoke Free Charter to enable the Council to work with businesses, Schools, Libraries etc and the Health PCT; in order to roll out the requirements and be prepared for the event due to take place next year when the new legislation comes in.
- The Select Committee is looking at new housing developments that have been well received by its communities.
- On Friday 9<sup>th</sup> June 2006 SGC launched its Climate Change Strategy document.

## **765 Correspondence**

a Waste Management Forum – 29<sup>th</sup> June 2006, 7.00pm at Kingswood Civic Centre

This was noted.

b Yate Town Council Civic Service

#### **RESOLVED:**

- To write with regret that no one can attend due to scheduled meetings.

c *The following were noted.*

SGC – Public Transport Forum

Our Area, Our Future, Environment Link Groups and Local Agenda 21 Forum Joint Meeting – Volunteering, Unlocking the Potential, Tuesday 13<sup>th</sup> June, 7.00pm, Yate.

- *Cllr D Hockey agreed to attend.*

SGC – Congratulations on achieving Quality Status.

CPRE Garden Party – Sunday 9<sup>th</sup> July 3pm, Tockington Manor

ALCA Newsletter – Volume 4, Issue 6, June 2006

CPRE – Fieldwork, June 2006

SGC – Networking News, Spring 2006

SGC – Landscape Character Assessment – Supplementary Planning Document

Annual Report of Avon and Somerset Police Authority and Constabulary for 2005/06

Become a Parish or Town Council Member of the Civic Trust

- *To be placed on the next agenda.*

**766 Date of Next Meeting**

**MONDAY 10<sup>TH</sup> JULY 2006 AT 7:30PM AT THE BROCKERIDGE CENTRE**