

Minutes of the Meeting of Frampton Cotterell Parish Council
30 March 2011
Held at the Brokeridge Centre, Woodend Road, Frampton Cotterell

Present: Councillors Clothier (*Chairman*), Broome, Farbrother, Hendy (*part*), D Hockey, Pat Hockey, King, Mrs Rowan, Mrs Stickland, Thomson and Underhill

Also Present Miss Faye Jackson, Youth Leader-in-Charge (*part*)
Mr G Weeks, 76 Frampton End Road
Seven residents concerned about the bollards installed on Church Road

Apologies: Councillors Mrs Bashford, Manfield and Susan Tubey

868 Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

869 Declarations of Interest under the Local Government Act 1972

- Cllrs Broome and Mrs Stickland declared personal interests as Parish Council representatives on Frampton Cotterell Over 50s Computer Group.
- Cllrs D and P Hockey declared that the participation of those Parish Councillors who are also members of South Gloucestershire District Council in both the debate and any subsequent vote on matters contained in the agenda would be on the basis that the views expressed were preliminary views taking account of the information currently available to the Parish Council. Parish Council members who are also District Councillors reserved their final views until they were in full possession of all relevant information both for and against.

870 Confirmation of Minutes - 16 March 2011

RESOLVED:

- That the minutes of the meeting of the Parish Council held on 16 March 2011 be confirmed and signed.

871 Parishioner Observations

Mr Weeks provided the Council with an update on his campaign to change the status of Frampton End Road to 'No Through Road', which was supported by the Ramblers' Association and the British Horse Society. Members learnt that SGC were monitoring traffic levels and Mr Weeks invited Councillors to walk the lane with him and his supporters on either Wednesday 6 April at 5.30pm or Saturday 9 April at 10.00am.

Mrs Naish spoke on behalf of other local residents concerned about the installation of bollards on the pavement outside 2 Frampton End Road at its junction with Church Road. The residents were dissatisfied about SGC's lack of consultation prior to the commencement of the works and feared the installation of further bollards outside the bank of shops on Church Road. The Clerk explained that the Parish Council had made a number of enquiries of SGC and that a response was awaited.

The Chairman thanked all the parishioners for their attendance and their observations.

872 Matters arising from Parishioner Observations

Cllr Pat Hockey commented that the frontage to the barber's shop on Church Road, cited by the parishioners as an example of where SGC apparently allowed parking on the pavement, was not adopted highway land and thus could not be compared with the land the subject of their concern.

Cllr Farbrother proposed that SGC be pressed to supply further information about the bollards installed outside 2 Frampton End Road.

RESOLVED:

That, in addition to the questions already posed, SGC be asked to provide responses to the following questions:

- (1) Who owns the footpaths on each side of Church Road and the area in front of the shops?
- (2) Is any of the above land highway land?
- (3) Who asked for the bollards to be erected and who authorised the work?
- (4) Was there consultation on the matter at any time?
- (5) What is the normal procedure that SGC follows in cases like this?

873 Youth Leader-in-Charge

The Chairman introduced Miss Faye Jackson, newly-appointed Youth Leader-in-Charge. Members welcomed Miss Jackson and congratulated her on her appointment. Miss Jackson expressed the hope that she would carry on the very good work done by the outgoing Leader Mrs Nicholson-Warn. The Clerk reported that he had conducted an exit interview with Mrs Nicholson-Warn. Cllr Mrs Rowan observed that the time was opportune to review the job descriptions of the Assistant Youth Workers. Cllr D Hockey was pleased to note that Miss Jackson planned to assist the young people in their efforts to improve their employability. Cllr Hendy felt that it was important to ensure that an appropriate support structure was in place for the Youth Leader.

RESOLVED:

- That SGC's Margaret Lamb be requested to advise Members on the arrangements that like youth groups has in place to support their youth workers.

874 Minutes of Park Sports Consultative Committee – 10 March 2011

Referring to Minute 144, Cllr Hendy stated that if a hazard has been identified then a review of the Council's H & S procedures and risk assessments ought to be undertaken; alternatively, if this is action that the Council expects the sports clubs to be responsible for then the Council should ensure that the clubs have people qualified to carry out such work and make it the subject of a written agreement. He also asked for consideration to be given to the capture of run-off water from the Pavilion for recycling purposes.

Cllr D Hockey asked for the basketball nets at The Park to be replaced.

Referring to Minute 149b, Cllr Pat Hockey asked for an update regarding the Section 106 monies arising out of The Meads development. The Clerk reported that SGC had advised him that £1660 would be available for youth provision once the development was underway. Members noted that the funds would be at the disposal of SGC's Youth Service unless they chose to assign them to the Parish Council.

Referring to Minute 146, the Clerk explained that the Caretaker/Groundsman and the sports clubs had submitted requests for repairs and upgrades to the plumbing system at the Pavilion. He felt that the best way forward was to draw up a full specification of the plumbing requirements for the building so that quotations might be sought. The Chairman and Members generally agreed with this approach, adding that the provision of a gas supply to the Pavilion ought to be investigated. Cllr Farbrother commented that the generation of solar hot water should also be explored.

Cllr Pat Hockey felt that an Energy-Saving Working Group should be established once the Standing Orders Working Group has met.

Cllr King queried the status of the PSCC given that Committees had been abolished and that the Council had not subsequently appointed this body.

RESOLVED:

- (1) That the Clerk be requested to seek a full specification of the Pavilion's plumbing needs together with the costs of providing a gas supply to the building and report back.
- (2) That the minutes of the Park Sports Consultative Committee meeting held on 10 March 2011 be approved.

875 Guidance for Members and Officers on the purdah period – 24 March to 6 May 2011

The Clerk presented the advice received from SGC upon the above matter for information.

RESOLVED:

- That the report be noted.

876 Access problems at Beesmoor Road Playing Fields

The Clerk reported estimated costs of £531 for the supply and installation of a new A-frame barrier at the above location. Members noted that the Council had made no budgetary provision for this expenditure. Cllr D Hockey stated that he had spoken with the Chairman of the Playing Fields Committee, Mike Williams, who might approach the Council for funding. Alternatively, the work might be funded from the HRA monies at his disposal. Cllr Mrs Rowan observed that the Council might be able to fund the work from unspent balances at year-end.

RESOLVED:

- That the report be noted.

877 Aerial runway at Beesmoor Playing Fields

Referring to advice from Mike Follett of SGC in respect of fencing and a list of other Parish Councils using the financial arrangements recommended by SGC for projects like this, Cllr D Hockey stated that he had arranged with the suppliers of the zipwire to delay its delivery and installation until after the elections on 5 May so that all outstanding issues can be considered in detail. Cllr King pointed out that the Parish Council owns the playing fields. The Clerk responded that, if this was indeed the case, then the planning and VAT positions presented no problems.

RESOLVED:

- That the report be noted.

878 Tennis Court Gates Trial and Wimbledon Wednesdays

Referring to Minute 863, the Clerk submitted a schedule of the relevant Council and Committee minutes relating to the above issues. Members felt that the Wimbledon Wednesdays trial should continue over the summer months and that the gates should remain unlocked until the completion of the trial.

RESOLVED:

- That the outcome of the trial period be reported to the Council in due course; and
- That Village Action be requested to correct the statement that tennis games are free at all times for under 18s in the next edition of their newsletter.

879 Standing Orders Working Group

The Clerk asked for a date to be agreed for the next meeting of the above Group, which comprised of Cllrs Pat Hockey, King, Clothier and Susan Tubey.

RESOLVED:

- That the next meeting of the Standing Orders Working Group be fixed for 2.30pm on Wednesday 6 April 2011.
- That Cllr Thomson be nominated as reserve Member in the event that one of the above Members cannot attend.

880 Audit of Existing Working Groups

In response to a request for information from Cllr Pat Hockey and referring to Minute 840, the Clerk advised Members that the report already prepared on the above matter would be presented to the Standing Orders Working Group in the first instance, as requested by Council.

RESOLVED:

- That the report be noted.

Cllr Hendy left the meeting.

881 Planning Applications

RESOLVED:

- That the comments attached at Appendix 1 be referred to SGC for consideration.

882 Planning Decisions

RESOLVED:

- That the Planning Decisions attached at Appendix 2 be noted.

883 Suspected Breaches of Planning Control

Cllr Pat Hockey asked for the housing development at the rear of 127 Bristol Road to be monitored. The Clerk agreed to report back on the matter if and when necessary.

884 Finance: Accounts

RESOLVED: That the Accounts dated 30 March 2011, as set out at Appendix 3 in the amount of £3311.32, be approved.

885 Income and Expenditure report as at 31 January 2011

The Clerk submitted the above report. Cllr Mrs Rowan commented that she hoped the accounts for 2010/11 would be available for consideration at the Annual Parish Meeting on 18 May 2011.

RESOLVED:

- That the report be noted.

886 Notification of Grant Received

The Clerk confirmed that the Council had been successful in its bid for a grant of £960 towards the hedgelaying and tree line reduction works at The Park. Members noted that the works would commence in November

887 Proposed purchase of IRIS Payroll training CD

The Clerk recommended the purchase, at a cost of £85, of the above CD to assist the Council through its statutory year-end procedures.

RESOLVED:

- That the recommendation be approved.

888 HMRC Mileage Rate

The Clerk reported that with effect from 6 April 2011 the HMRC mileage rate would rise from 40p to 45p per mile.

RESOLVED:

- That the new rate be adopted.

889 NALC Financial Update report

Members noted the contents of the above report.

890 The purchase of items on behalf of other organizations

In view of the advice of the Council's accountants, its auditors and HMRC, the Clerk recommended the Council to veto all purchases made on behalf of other organizations. Members generally agreed, but noted that the Beesmoor Playing Fields Management Committee [BRPFMC] constituted an exception to this rule given that the Parish Council owned the land managed by the Committee.

RESOLVED:

- That, with the exception of the BRPFMC, the purchase of items on behalf of other organizations be vetoed with immediate effect.
- That the Council's insurers be asked to advise the Council on whether or not the equipment managed and maintained by the BRPFMC should be added to its Asset Register.

891 Reports from South Gloucestershire Councillors

Cllr D Hockey reported that all of SGC's political parties had agreed to a zero increase budget for 2011/12. He also advised Members that the estimated cost for the installation of the kissing gates at the Centenary Field had risen from £150 to £200. Finally, he mentioned that the Street Light Switch-Off programme had commenced; he had received only two calls of concern about the project.

Cllr Pat Hockey advised the meeting that SGC's merger of the Community Services and Planning, Transportation and Strategic Environment Directorates was proceeding.

The reports were noted.

892 Reports from Representatives on Outside Bodies

Cllr Mrs Rowan referred to the arrangements for the impending visit of friends from Kelbra and asked Members to let her know if they intended to come along to the Pavilion to greet the visitors.

The report was noted.

893 Correspondence Received

The following correspondence was noted:

Letter from Chairman of FC Twinning Association

Letter from SGC – Good Neighbours Handbook

SGC Quality of Life Indicators

SGC Our Area Our Future

SGC News – Spring 2011

Avon & Somerset Police Authority – February 2011 Newsletter

894 Items for Future Meetings**RESOLVED:**

- That the arrangements for the Annual Parish Meeting be considered at the next meeting.

895 Date of next meeting

WEDNESDAY 13 APRIL 2011 AT 7.30PM AT THE BROCKERIDGE CENTRE

Appendix I							
To accompany the Parish Council minutes of 30 March 2010							
Year	No	Type	No/Name	Road Name	Proposed Development	Observation	Observation Detail
PT11	0689	F	2	Western Avenue	Erection of single storey rear extension to provide additional living accommodation.	No Objection	The Council has no objection provided the materials used are in keeping with the original building.
PT11	0712	F	17	School Road	Erection of front dormer extension and single storey front extension to form porch. (Resubmission of PT10/1416/F) (In accordance with amended plans received on 22 March 2011).	No Objection	