

Minutes of the Meeting of Frampton Cotterell Parish Council
8 June 2011
Held at the Brockridge Centre, Woodend Road, Frampton Cotterell

Present: Councillors Clothier (*Chairman*), Mrs Crumpton, Farbrother, Forsyth, Hendy, Pat Hockey, Mrs Morris, Thomson, Weeks and Mrs Williams

Apologies: Councillors Broome and D Hockey

40 Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

41 Declarations of Interest under the Local Government Act 1972

- Cllr 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.

42 Confirmation of Minutes - 25 May 2011

Referring to Minute 19, Cllr Hendy sought and received the Council's consent to the addition of the following sentence to the official record :
"Members also considered whether or not the facility should be closed to the public until the two low risk issues had been addressed."

It was then proposed by Cllr Forsyth, seconded by Cllr Mrs Williams and

RESOLVED:

- That, subject to the above amendment, the minutes of the meeting of the Parish Council held on 25 May 2011 be confirmed and signed.

43 Meeting with objectors to the aerial runway at The Park

The Clerk reported upon his meeting, together with the Chairman, with two objectors on 1 June 2011. Members heard that their concerns related to the lack of consultation and fears about an increase in ASB as a result of the installation of this new facility. Cllr Mrs Crumpton expressed her dismay at the absence of consultation with affected parishioners on a number of local issues. Cllr Hendy asked about the planned frequency of police attendance at the Council's meetings, when police reports on such matters could be received. The Chairman acknowledged that the Council should learn a lesson from this experience and give more consideration to public consultation in the future.

RESOLVED:

- That the situation be monitored and the objectors be approached in three months' time in order to gauge the impact of the runway upon them; and
- That the Clerk be requested to discuss the plans for PC Simmons's future attendance at Council meetings and report back.

44 Consideration of Urgent Business

In accordance with Standing Order 29, Members considered the adoption of proposals for dealing with urgent business presented to the meeting on 25 May 2011 (Minute 21a refers).

It was then proposed by Cllr Thompson, seconded by Cllr Mrs Crumpton and

RESOLVED:

- That the proposals be adopted and amended Standing Orders be issued to all Councillors as soon as practicable.

45 Values and Priorities for the Parish Council 2011-2015

Members discussed the requirement for a Mission Statement and referred to the Five Year Plans produced by Bradley Stoke and Yate Town Councils. They recognised the need to link the statement to the Council's capital programme and general budgetary aspirations. Cllr Farbrother stated that the initiative represented an opportunity for a full debate on the Council's aims and objectives and how they are communicated to parishioners. Cllr Mrs Morris added that the objectives should be prioritised and subjected to financial planning processes and annual review.

RESOLVED:

- That the matter be referred to the Council Business Working Group for further consideration and report back.

46 H & S Risk Assessments

At the request of Cllr Hendy, the Council considered the Risk Assessment arrangements in place with particular reference to the employment of a competent person, suitable training and induction for Cllrs and staff, fire assessments, record-keeping and review. Cllr Hendy expressed his concern that the Council's existing risk assessments had not been reviewed and recommended the production of a calendar which would set out all of the assessments requiring review month by month throughout the year. The Clerk pointed out that for most purposes he was designated as the competent person, although specialist advice was sought as necessary, eg to inspect the children's play areas and to check for and to deal with asbestos problems should they arise.

It was then proposed by Cllr Hockey, seconded by Cllr Mrs Williams and

RESOLVED:

- That the matter be referred to the Council Business Working Group for a full review of the Council's risk assessments and report back.

47 Consideration of a Bluebell Wood at the Centenary Field

Referring to Minute 27, the Clerk submitted a report on the mixed species planting which had been either undertaken or planned at the above location. Members noted that English bluebells should be planted in September/October and that advice about where to carry out the planting could be sought from an SGC officer. Cllr Forsyth proposed that Councillors, local schoolchildren and representatives from other community groups should all be invited to take part in the planting, thereby creating a community event and also providing more funds to buy the bulbs.

RESOLVED:

- That an invitation be extended to local schools and other community groups to take part in the planting work in autumn and the responses be considered at the meeting of the Council scheduled for 6 July 2011.

48 Update report re Part Night Lighting

Members considered a report from Andrew Porter of SGC on the action he had taken following a malfunction of some of the photocell equipment. The programme was now back on track, with the commencement of the Bradley Stoke scheme in July.

RESOLVED:

- That the report be noted.

49 ALCA Avon Accreditation Panel

The Clerk reported a request from ALCA for Members to serve on the above Panel. No Cllr expressed an interest.

RESOLVED:

- That ALCA be advised that the Council are unable to provide a Member to serve on the Panel.

50 Youth Activity Day – 11 June 2011

The Clerk presented for information a list of the many activities planned in respect of the above event.

RESOLVED:

- That the report be noted and the Clerk be requested to complete a Risk Assessment pro-forma for the event to ensure that the Council complies with its H & S responsibilities.

51 Planning Applications

RESOLVED:

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

52 Planning Decisions

RESOLVED:

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

53 Finance: Accounts

It was proposed by Cllr Forsyth, seconded by Cllr Thompson and

RESOLVED:

- That the Accounts dated 8 June 2011, as set out at Appendix 3 in the amount of £15,405.19, be approved.

54 Reports from South Gloucestershire Councillors

Cllr Pat Hockey reported that SGC had now formed its Select Committees and the management review of the PTSE and Communities Directorates was underway. SGC had reserved funds for voluntary organisations, the Area Forums and the implementation of the Government's Big Society initiative. Members also heard that, in tandem with Hanham Parish Council, SGC was participating in a pilot scheme relating to the operation of Neighbourhood Planning under the new Localism Bill. Finally, Cllr Hockey advised the meeting that SGC's Play Officer had left the authority and not been replaced. The report was noted.

55 Correspondence Received

The following correspondence was noted:

South Glos Deaf Association – June 2011 Newsletter

Childrens Playlink – Summer 2011 Newsletter

International Tree Foundation – Notice of AGM, London 25 June 2011

Older People Working Together meeting – 29 June 2011

Invitation to Opening of The Meads – 21 June 2011

56 Request from Netball Club

The Clerk reported a request from a newly formed netball club to paint markings on the overflow car park at The Park. Members were sympathetic to the request, and the Chairman commented that the club could also use the tennis courts for their practice sessions. The club were seeking grant support and their application would be considered at the Council's next meeting.

RESOLVED:

- That, subject to priority being given to parking, the request be approved and the club be advised that the tennis courts may also be used for these sessions.

57 Arrangements for Co-options

In response to queries from a number of Members, the Clerk reported that arrangements were in hand for the four applicants to attend the next meeting of the Council and give brief presentations to Members so that three of the candidates might be selected for co-option. Cllr Hendy felt that all of the applicants ought to be asked why they did not stand as candidates in the recent elections. Generally, Members agreed that applicants should be asked a maximum of four questions.

RESOLVED:

- That Members forward to the Clerk and Chairman any questions they wish to be considered.

58 Items for Future Meetings

RESOLVED:

- That the following matters be considered at the next meeting:
 1. The starting dates for the work of the Council's Working Groups.
 2. A programme of the Council's planned activities indicating the consultation arrangements required in each case.
 3. The installation of the bollards at Frampton End Road.

59 Date of next meeting

WEDNESDAY 22 JUNE 2011 AT 7.30PM AT THE BROCKERIDGE CENTRE

Appendix I							
<i>To accompany the Parish Council minutes of 8th June 2011</i>							
Year	No	Type	No/Name	Road Name	Proposed Development	Observation	Observation Detail
PT11	1485	F	Plot 172	The Meads	Erection of 1 no. dwelling house with garage.	No Objection	