

Minutes of the Meeting of Frampton Cotterell Parish Council
14th April 2008
Held at the Brockridge Centre, Woodend Road, Frampton Cotterell

Present: Mrs J Rowan (Chairman), Mrs P Bashford, Mr D Broome, Mr T Clothier, Mr J Farbrother, Mr D Hockey, Mrs P Hockey, Ms S Kitching and Mr D Manfield

Also Present Mr Hanks, Ryecroft Road

Apologies: Mr A Gollin, Mr W Hendy, Mr B Thomson, Mr P Wilson and PC Barraclough

225 Declarations of Interest under the Local Government Act 1972

- Cllrs D and P Hockey are South Gloucestershire Councillors.
- Cllrs Broome and Clothier are members of the Frampton Cotterell Over 50s Computer Club.

226 Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

227 PC Barraclough sent the following report:

- The crime rate remains low which is very good news.
- Four calls of noise in general at the Brockridge Centre.
- Criminal damage to the Golden Lion Public House.
- Two reports of anti social behaviour in Lower Stone Close.
- That the beat team Safer Stronger Community Group (SSCG) prioritised patrols have resulted in the seizure of several bags of cannabis and alcohol.
- Three accidents in the area.
- The theft of two piglets from the Frome Valley Fruit Farm.
- That another Neighbourhood Watch Group is up and running in Upper Stone Close.
- A Community Speedwatch Scheme should be active before the end of the month.
- The third SSCG meeting was held in Westerleigh on 2nd April 2008.

228 Confirmation of Minutes

Following a proposal by Cllr Clothier, seconded by Cllr D Hockey it was:

RESOLVED: that the Minutes of the Meeting of the Parish Council held on 10th March 2008 be confirmed and signed with the following amendments.

Min 212 1. should read “*When a councillor lives close to an APPLICATION*” (not **DEVELOPMENT**) and delete the following (**EVEN IF THIS COULD RENDER THE COMMITTEE INQUORATE**) should read “*how DOES he/she declare an interest*” (not **DIES**)

229 Parishioner Observations

The Chairman explained to Mr Hanks that the Parish Council had received advice since the last L and R meeting which she had to report first to councillors, so this part of the meeting would be confidential. The Council would write to him explaining the outcome as soon as possible.

Councillors were handed a copy of Mr Hanks’ latest letter and he was invited to make any additional points if he wished. This he did. He promised that if he were able to keep the allotment he would cultivate the entire plot this growing season.

Mr Hanks left the meeting.

Following a proposal from Cllrs Mrs Rowan and D Hockey it was:

RESOLVED: In view of the confidential information to be given to the committee, to exclude the press and public.

Cllr Mrs Rowan explained the professional advice that the Parish Council had received. There was some discussion.

Following a proposal from Cllr Mrs Rowan it was:

RESOLVED:

- To write to Mr Hanks and inform him that he has the growing season from now until 29th September 2008 to fully cultivate plot 15.
- To explain that it is the Parish Council's intention to monitor this closely.
- To draw Mr Hank's attention to rule 1 of the allotment rules, making clear that it is the whole plot that is to be cultivated.
- That the Parish Council will keep in reserve the option of giving notice to quit for infringement of the rules.

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

RESOLVED: to go back into general session and re admit the press and public.

230 To Consider the following proposal from Cllrs D and P Hockey:

This Parish Council accepts the offer made by South Gloucestershire Council to negotiate a lease for the land bounded by the gardens of properties at Bell Road, Lower Chapel Lane and Ridings Road.

The terms for the lease are subject to negotiation between the Councils.

This land is believed to have been used for allotments in the past.

The Parish Council will investigate the feasibility of providing at least three half sized allotments, and two quarter sized raised allotments for use by local disabled residents, with the whole area dedicated to organic methods and produce.

If the land cannot be restored for use as allotments, the Parish Council will manage and conserve the site as a wildlife area.

Cllr Farbrother declared a personal and prejudicial interest in this item. The Chairman explained the implications of this – that he could make a statement to the Council but would then have to withdraw from the meeting.

Cllr Farbrother made a statement speaking against the proposal.

Cllr Farbrother left the meeting taking no further part in the discussion of this item.

Cllr D Hockey made a statement in favour of accepting the proposal.

Following a proposal by Cllr Mrs Rowan, seconded by Cllr D Hockey and carried by five votes in favour with two abstentions it was:

RESOLVED:

- To accept the proposal as above on the understanding that the rent is a peppercorn and that each affected party pays its own legal fees to purchase a lease on the land.

Cllr Farbrother re-entered the meeting.

231 To consider proposed amendment to Financial Regulation 3(b)

(F and GP min 127)

“The Clerk may incur expenditure on behalf of the Council which is necessary to carry out any repair, replacement or other work which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £2000. The Clerk shall report the action to the Council as soon as practicable thereafter”.

RESOLVED:

- To place this on the next Parish Council agenda for confirmation.

232 Parish Plan – Request from Mrs Dunford

RESOLVED:

- To write to the Steering Group explaining the reasons why the event cannot be covered by the Parish Council's insurance policy.
- To request that the costing of gaining their own public liability insurance be sent to the Parish Council preferably by Wednesday 23rd April 2008.
- To explain that based on these costings the Parish Council at its next meeting on the above date would be able to consider if it could help towards funding the cost of the insurance.
- To explain that toilet facilities would be available if the event was to take place at The Park.
- That if the Scout Group etc were invited that members of the group may be first aid trained.
- That the Steering Group could invite St Johns Ambulance to be on site for a small donation.

233 Frampton Cotterell Over 50s Computer Group (F and GP min 130)

Cllrs Broome and Clothier had declared an interest in this item and did not take part in the vote.

To consider resolutions proposed by the F and GP Committee:

- 1 *This Council agrees that as the Frampton Cotterell Over 50s computer Group (FCCG) is now constituted in a satisfactory way as an independent group, the ownership of the computers located in the computer room at the Brockeridge Centre will be donated to it.*
- 2 *The FCCG will have use of the IT Suite for sessions on Monday, Tuesday, Wednesday and Thursday mornings and Thursday afternoons, free of charge on the understanding that the FCCG will:*

Install and maintain 5 x office computers.

Maintain and replace as necessary the four youth group computers.

Make available the computers in the IT Suite, to the Parish Council at a rate of 20% of the hire charge when required for use/hire by the public.

Following a proposal by Cllr Mrs Rowan seconded by Cllr Manfield and carried by eight votes with one abstention it was:

RESOLVED:

- To accept proposals 1 and 2.
- To add the FCCG to the list of Outside Bodies with two representatives to appoint on the next Parish Council agenda.

234 Selection of Architect for the Proposed Extension of the Brockeridge Centre

It was reported to the committee that only two of the quotations had so far been received.

Following a proposal by Cllr Mrs Rowan which was carried unanimously it was:

RESOLVED:

- To delegate the selection of the architect to the Finance and General Purposes committee.
- That Cllrs Mrs Rowan, Clothier and D Hockey and the Clerk consider the quotations before the next meeting and bring a report to the meeting.

235 Vacancies for Representatives on Outside Bodies

These still remain.

This was noted.

236 Joint Interest Committee

The Chairman explained that due to a lack of numbers for the meeting arranged on 9th April 2008 it had been decided by a Chairmen's committee decision to postpone the meeting.

RESOLVED:

- To confirm the postponement of the meeting on 9th April 2008.
- To place a notice on the Parish Council's boards indicating to parishioners that the 'SGC Core Strategy Consultation Document' can be viewed at the Brockeridge Centre or on-line quoting SGC's web site address.
- To check the notice with Cllr P Hockey before posting it.

237 Finance and General Purposes Committee Report

a Youth Group Vacancy for Leader-in-Charge

It was reported that this advert had been placed in the Evening Post following a Chairmen's committee decision.

RESOLVED:

- That this be confirmed by the Parish Council

b Min 126 – Appointment of Parish Council Solicitor

Following a proposal by Cllr Mrs Rowan it was:

RESOLVED:

- To check if there is a trust deed document relating to Beesmoor Road Playing Field.
- To accept Wards Solicitors as the Parish Council's legal representative.

238 Accounts for Payment

Following a proposal by Cllr Mrs Rowan, seconded by Cllr D Hockey it was:

RESOLVED:

That Accounts in the amount of £15,691.70 be approved.

That Receipts in the amount of £4,474.07 be noted.

239 Brockeridge Committee Report

RESOLVED: that the minutes of the Brockeridge Committee held on 31st March 2008 be adopted together with all the recommendations therein.

Cllr Clothier stated:

- That the committee had been given inaccurate accounts marked as draft.
- That the way the accounts are presented should be changed.
- That the Assistant Clerk should be fully trained to be able to fully deputise for the Clerk in her absence.

Cllr Mrs Bashford pointed out that the L and R committee was also presented with draft accounts.

Following a proposal by Cllr Clothier seconded by Cllr Mrs Rowan with all in favour it was:

RESOLVED:

- That each committee is presented with an up-to-date position of the Council's accounts at every meeting.
- That the accounts are presented in the following way:

- i. Monies in budget
- ii. Monies earmarked
- iii. Monies left to spend

240 Leisure and Recreation Committee Report

RESOLVED: that the minutes of the Leisure and Recreation Committee held on 31st March 2008 be adopted together with all the recommendations therein.

- a *Min 101 – Request to hold round robin by the Frampton Cotterell Rangers Football Club*
A request had been made to hold this on the football pitch nearest the Tennis Courts over the same weekend and as part of the tournament in July.

RESOLVED:

- To grant permission for this to go ahead.

- b *Letter from Rev Newell, ref Service of Worship 18th May 2008 at The Park*

RESOLVED:

- To agree to this request in principle.

To write to Reverend Newell and ask the following:

- If the Church holds an insurance policy that will cover this event?
- If the Church can confirm that it will be conducting a risk assessment for the event?
- What considerations have been given to prevent chairs from penetrating the field.
- To suggest that the event may be better placed on the field nearest Court Road due to the cricket outfield restrictions in the other field.
- That the Church must liaise with the Cricket Club and abide by any advice/decisions the Club may make.
- All enquiries to use Crossbow House should be to Mr John Bone, Crossbow House.

- c *Min 102(a) Provision of a new litterbin at the entrance of the Centenary Field*

RESOLVED:

- To purchase and place a new litterbin at the entrance of the field after confirming prices with Council

- d *Min 103 (a) Damaged Litter Bin at the Centenary Field*

It was reported to the meeting that only part of the bin was damaged.

RESOLVED:

- To conduct the necessary repair works to the bin only.

- e *Min 103(b) Paint works to the Wheel at the Centenary Field*

RESOLVED:

- To have the wheel painted to the cost of £100.

- f *Min 104(a) Quotation for painting the Cricket Pavilion*

RESOLVED:

- To proceed with the quotation to a cost of £219.

- g *Min 108 Poplar trees overhanging the car park at The Park*

RESOLVED:

- To write to the occupier to inform him that works to cut back all parts of the trees that overhang the car park will be taking place in the near future.

241 **Planning Committee Report**

RESOLVED: that the minutes of the Planning Committees held on 17th March 2008 and 7th April 2008 be adopted, together with all the recommendations therein.

242 **Highways Committee Report**

RESOLVED: that the minutes of the Highways Committee held on 7th April 2008 be adopted, together with all the recommendations therein.

- a *Min 85 Greater Bristol Bus Network – Aztec West Roundabout – Consultation*

Following a proposal by Cllr Mrs Rowan it was:

RESOLVED:

- Not to respond to the consultation as it is outside the Parish Council's jurisdiction.

b Min 91 Robel Avenue Footway

It was confirmed to the committee that this footway is on the plan for re-surfacing this financial year.

This was noted.

c Min 93 Greater Bristol Bus Network (GBBN) – Bus Stop Improvements and Provision of Real Time Information – Consultation

RESOLVED:

- To write to Mr Shearman (SGC) and explain that at this moment in time the Parish Council is unable to respond to the consultation, as the information provided was inadequate.
- That part of the consultation was too small to read.
- To request that SGC provides more information to the Parish Council.

d Min 95 Parish Maps

RESOLVED:

- To accept this in principle.
- The Clerk to check the details and the legalities of re-sale.
- To confirm all details to Council.

243 Report from South Gloucestershire Councillors

Cllr P Hockey reported:

That discussion had taken place between the three unitary authorities on the government's expenditure for waste and transport.

244 Cllr D Hockey reported:

That there were hiccups with some of the re-routed bin collections. It was understood that the smaller roads were the problem.

245 Report from Representatives on Outside Bodies

a ALCA Area Group

The Clerk reported:

Cllrs Mrs Rowan, P Hockey and the Clerk had attended.

- That Sgt Ogborn from Thornbury had given a presentation on the role and powers of PCSOs – one year on.
- She hoped to receive details of the presentation in due course.
- That Cllr Mrs Rowan had raised the question of the apparently arbitrary way in which Councils are recharged for election expenses.

b Filton Airfield Consultative Committee Meeting

Cllr P Hockey reported:

- That proposals had been put forward for the Regional Spatial Strategy if a larger housing development were built and the detrimental affect it would have on the way they operate.

246 Correspondence

The following items were noted:

a Mr Gibson had written a letter explaining how impressed he was with the Parish Council's website.

b ALCA Training Courses at West Harptree Memorial Hall, BaNES from 7-9pm on the following dates:

- Roles and responsibilities – 11th June
- Power, Duties and Precepts 16th July
- Management and Meetings 3rd September
- The Council and the Community 15th October.

c Parish Charter Working Group Meeting 15th April 10:00am at the Greenfield Centre

d Yate 3D Newsletter – Development of Yate Library meeting to be held 24th April 2008, 7:30pm at Yate Library.(Invitation to Consultation)

- e* Yate and District Heritage Centre, St George Celebrations, Saturday 19th April 2008. (Invitation)
- f* Community Action's Sustainable Communities Conference, 26th June 9:30 to 3:30pm at BAWA (Invitation – cost £7.50 per head including lunch)
- g* SGC – SG Futureenergy - Local Action on Climate Change, Renewable Energy Advice Service (contact details available from the Clerk)
- h* SGC – Changes to Parking Enforcement from 31st March 2008
- i* SGC – Heritage Forum – Open meeting Friday 16th May 10:30am to 12:00noon at Kingswood Civic Centre (including a talk on Listed Buildings)
- j* Proposed Heritage Trail – letter from Mrs Beecher
- k* SGC - National Spring Clean – 1st to 30th April 2008
- l* Safer, Stronger Community Group, mins of 2nd April 2008
- m* ALCA Newsletter, Volume 6, Issue 4, April 2008
- n* SGC – Our Area, Our Future, Quality of Life, Better or Worse
- o* SGC – Council Plan 2008-2011
- p* SGC – South Gloucestershire 2026 “A Great Place to Live and Work)
- q* SGC - Standards Committee – Annual report 2007/08
- r* SGC - Networking News, Spring 2008
- s* SG Disability Action Group Newsletter, March 2008
- t* CPRE – Countryside Voice, Spring 2008
- u* CPRE – Fieldwork, March 2008
- v* Standards Board – Town and Parish Standard, March 2008

247 Date of Next Meeting

MONDAY 12TH MAY 2008 AT 7:30PM