

**Minutes of the Meeting of Frampton Cotterell Parish Council**  
**11<sup>th</sup> February 2008**  
**Held at the Brokeridge Centre, Woodend Road, Frampton Cotterell**

**Present:** Mrs J Rowan (Chairman), Mrs P Bashford, Mr T Clothier, Mr J Farbrother, Mr Hendy (*in part*), Mr D Hockey, Mrs P Hockey, Ms S Kitching, Mr B Thomson (*in part*) and Mr R Underhill

**Also Present** Mrs Fletcher, 90 Lower Chapel Lane and Mr Webber, Hillside Close

**Apologies:** Mr A Gollin, Mr D Manfield, Mr P Wilson and PC Barraclough

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

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

**190 Evacuation Procedure**

The Chairman drew attention to the emergency evacuation procedure.

**191 PC Barraclough sent the following report:**

- The overall crime level remains low.
- The Police District detection rate is climbing and stands at around 24.2% per month, this compares favourable to the Force detection rate of 25.1%.
- Two vehicles have been attacked, one had the front number plate stolen and the other one was entered but nothing stolen.
- Two burglaries reported at public houses in which petty cash was stolen and one garage in which a laptop and a mountain bike were stolen.
- Two-vehicle accident at the Church road/Bristol Road junction, damage only caused.
- One accident reported on the sharp bends of Perrinpit Road, damage only caused.
- Two calls made in relation to the 7<sup>th</sup> February (Youth Club evening). Following the closure of the Youth Club that night it was reported that between 20 and 50 youngsters were heard or seen causing a nuisance. The police attended within 20 minutes of those calls but the area was clear.
- The Golden Lion Public House has closed its doors for trade. The liquor licence is due for review on 26<sup>th</sup> February 2008. Letters from local residents have been sent notifying them of the review.
- A holding company has moved into the public house as arranged by Greene King Brewery.
- In relation to the SSCG of drug use leading to anti social behaviour six youths have been stopped and searched in the 'piggeries' area and no drugs were found.
- A new speedwatch is currently in the process of being set up and this will assist the police in their efforts to address this problem.
- The next meeting of the SSCG will be on 2<sup>nd</sup> April 2008 at 7.30pm in Westerleigh Village Hall.

It was reported to the Committee that PC Barraclough has been patrolling the Piggeries area and is aware that the fence is currently broken. He informed the Parish Council that Merlin Housing would be conducting a survey of the area shortly.

**RESOLVED:**

- To enquire with PC Barraclough where the review of the licence is being held.
- To notify Cllr Hendy as soon as possible.

**192 Confirmation of Minutes**

Following a proposal by Cllr Clothier, seconded by Cllr Thomson it was:

**RESOLVED:** that the Minutes of the Meeting of the Parish Council held on 14<sup>th</sup> January 2008 be confirmed and signed.

### 193 Parishioner Observations

Mrs Fletcher reported:

- Noise continues to be a problem on a Tuesday and Thursday evening.
- That the summer is approaching and more time will be spent in the garden.
- Children shouting, swearing and banging the gates is unacceptable.
- That the Parish Council should provide notice to the youths in order to warn them when the Youth Club is going to be closed.
- When the gates are closed there is nowhere for parents to park to drop their children off.
- That it has been two months since she last complained and asked why it takes so long to retrieve a response from The Parish Council.
- That outside games should not be played and that other groups are not allowed outside at other venues near housing.
- When games are played outside and supervised the bad language still occurs.
- That Thursday nights are the worst night.

Mrs Fletcher asked:

- Does the Parish Council keep a log of the names and addresses of the youth that attend the Youth Club?
- Can the Parish Council arrange for a letter to be sent to all on the list notifying them that the Youth Club will be closed in advance?

Mr Webber reported:

- That he has two girls aged seven and nine who are finding it hard to sleep due to the swearing and noise.
- That the noise can be heard in his daughter's bedroom.
- The swearing and noise happens every Thursday.
- That nothing has changed since he last complained to the Parish Council.
- That Thursday nights are the worst night.

Cllr Mrs Rowan explained:

- That there had been a breakdown in communication when Youth Club was cancelled last Thursday.
- That parents should wait and make sure the Youth Club is open before dropping their children off.
- That the Clerk had been instructed to monitor the situation and report to the Council.
- That she had visited the Youth Club along with a colleague in the autumn. Some of the young people were outside and being supervised by the Assistant Youth Leader, others were inside under adult supervision.
- That the advice from the Police has been, not to lock the gates at the Centre as it may cause a challenge to the youths.
- The Parish Council will speak to the Leader-In-Charge about the swearing and arrangements for closure of the Youth Club at short notice.
- The Parish Council has monitored and considered all complaints and has acted upon advice sought and given.

Cllr D Hockey reported:

- That he had been helping out.
- That the Parish Council is currently awaiting the Criminal Records Bureau check on the new assistant leader.

Cllr Hendy asked Mrs Fletcher if she had made suggestions to the Parish Council as to what she felt should happen. She replied that she had asked for the outside games to be stopped

and that Youth Club should run inside the building only.

The Chairman thanked Mrs Fletcher and Mr Webber for coming to the meeting.

*Mrs Fletcher and Mr Webber left the meeting.*

#### **194 Joint Interest Committee**

*a Min 175 confirmation of the attendance of the Standards Committee at the next meeting on 9<sup>th</sup> April 2008.*

It was reported that Angela Harwood SGC was on leave until Wednesday when a reply would be sought.

**RESOLVED:**

- To notify all Councillors of the details when known.

#### **195 Parish Plan Open Day – Report**

Cllr D Hockey reported that:

- Over 250 people had attended.
- Various local organisations were represented.
- The day was a great success.
- Jaqui Ward had stated it had been the most successful event she had ever seen.
- 110 forms were received offering help and many of them attended the first meeting of the Parish Plan.
- That the minutes of the Parish Plan meetings will be sent to the Clerk for information.
- That a training session for the Steering group will be on Thursday 28<sup>th</sup> February 2008 at 6.30pm at Crossbow House on how to put together a questionnaire/analyse questionnaires.

The Chairman offered her congratulations to all involved in making the day a success.

#### **196 Vacancies for Representatives on Outside Bodies**

These still remain.

This was noted.

#### **197 Finance and General Purposes Committee Report**

**RESOLVED: IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, TO EXCLUDE THE PRESS AND PUBLIC.**

*a(i) To review the organisation of the Parish Council by reorganising the meeting schedule*

*a(ii) Setting up a small team to review the organisation and effectiveness of Frampton Cotterell Parish Council – all recommendations for implementation from May 2008*

*a(iii) Asking that all staff employed by Frampton Cotterell Parish Council to complete a daily time sheet showing how much time is spent on each task – to be undertaken from Monday 18<sup>th</sup> February 2008*

**RESOLVED:**

- To set up a small team to review the organisation and effectiveness of Frampton Cotterell Parish Council by the start of the new financial year, for implementation at the Annual Meeting in May.
- That the team consist of Cllrs Clothier, D Hockey, Thomson, Mrs Bashford, and the Chairman, if she so wishes.
- That the Clerk goes on the review team's visits to the other Parish and Town Councils.
- That all staff is asked to complete a daily time sheet showing how much time is spent on each task, starting on Monday 18<sup>th</sup> February.

*b Min 94 finding a solicitor for the Council*

**RESOLVED:**

- To check with local councils as to which solicitor they use and who they would recommend.

c *Land at Bell Road*

Cllr Clothier reported that he had met with Farmtrac. Farmtrac would be unable to provide a quotation as it would be impossible to get the heavy equipment through the very narrow access without removing the hedge, the ownership of which is claimed by the adjacent resident.

**RESOLVED:**

- That Cllrs D and P Hockey take the matter of the ownership of the hedge up with SGC and the progress is reported to the next Finance and General Purposes Agenda.
- To place this item on the next Finance and General Purposes Agenda.

**198 Newsletter**

The Chairman thanked Cllr Thomson for his work in putting together the newsletter.

**RESOLVED:**

- To request that the fact of the grant from SGC toward the recent works at the Centenary Field are added along with PC Barraclough's 'get savvy' initiative.

**199 Accounts for Payment**

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

**RESOLVED:**

That Accounts in the amount of £16,970.05 be approved.

That Receipts in the amount of £957.75 be noted.

a *To set a date for the Internal Audit panel to meet*

**RESOLVED:**

- To place this on the next Finance and General Purposes Agenda.

**200 Leisure and Recreation Committee Matters**

**RESOLVED:** that the minutes of the Leisure and Recreation Committee held on 28<sup>th</sup> January 2008 be adopted together with all the recommendations therein.

a *Min 77(a) Remembrance Ceremony for George Keel Report*

The Chairman reported that the ceremony had gone very well and that nearly forty people had attended. The Clerk had taken digital photographs on the day which are available on request.

**RESOLVED:**

- To send a letter of thanks to Mike Williams, Chairman of the Beesmoor Road Playing Field Committee for his help with the arrangements.

b *Min 163(c) Grasscutting/Maintenance Contract for 2008/09*

It was reported that SGC were sending a credit note in the amount of £1615.00 and that next years contract is currently being put into place.

**201 Planning Committee Report**

**RESOLVED:** that the minutes of the Planning Committee held on 21<sup>st</sup> January 2008 and 4<sup>th</sup> February 2008 be adopted, together with all the recommendations therein.

**RESOLVED:**

- Due to time constraints the Planning Committee is granted delegation to deal with The Economic Development Strategy.

**202 Highways Committee Report**

**RESOLVED:** that the minutes of the Highways Committee held on 4<sup>th</sup> February 2008 be adopted, together with all the recommendations therein.

### 203 Report from South Gloucestershire Councillors

Cllr P Hockey reported:

- That South Gloucestershire Council is in the throws of drawing up its budget for the next financial year.
- That the SG Futureenergy advice leaflets will be on display at the Brockridge Centre.
- Requests had been made by SGC to advertise the leaflet in Parish Council newsletters.

Cllr D Hockey reported:

- That he had attended the review on anti-social behaviour.
- The Chief of Police had invited SGC to see the peak teams and a member of the Crown Prosecution Service who deals with anti-social incidents across the West. He had stated that South Gloucestershire was the best dealt with in the West.

### 204 Report from Representatives on Outside Bodies

*a Meeting at Crossbow House on 31<sup>st</sup> January 2008*

The Chairman reported that:

- Along with her Cllrs Mrs Bashford P Hockey and Thomson had attended the meeting.
- It had been well attended.
- John Bone chaired the meeting.
- The outcome of which was that the Rugby Club jointly run Crossbow House along with the Community Association.
- The vote was overwhelmingly in favour of the Rugby Club's proposal.
- Crossbow House will run under the existing constitution until the Annual Meeting.

#### **RESOLVED:**

- Write to Mr John Bone and offer the Parish Council's congratulations wishing them every success in the future.
- To request a copy of new constitution after the Annual Meeting.

*b South Gloucestershire Council Area Group*

Cllr P Hockey reported that:

- The last meeting was not very well attended.
- The next meeting will be on Community Policing and the role of PCSO's and will take place on 27<sup>th</sup> March 2008 at 7.15pm for 7.30pm at Thornbury Council Chambers.

#### **RESOLVED:**

- To place this item on the next Parish Council Agenda.

### 205 Correspondence

*a Complaint by Mr James Boyce re: The Youth Club*

It had been reported that Mrs James had visited the Youth Club only to find one adult supervising following an incident where bottles had been thrown at their front door by a youth believed to be a member of the Youth Club.

Cllr D Hockey explained that he was also in attendance that night and had spoken with Mrs James. The youngster involved in the incident had made a promise to visit the home of Mr James to apologise this coming Tuesday night.

#### **RESOLVED:**

- To inform Mr James of this and assure him that steps are being taken to make sure the youngsters understand that this is not acceptable behaviour.

*b Order and Regulations Relating to the Conduct of Local Authority Members in England Consultation – Comments by 15<sup>th</sup> February 2008*

**RESOLVED:**

To write with the following answers:

- Q1 No comment can be made
- Q2. One ruling/hearing or investigation only is needed
- Q3 No comment can be made
- Q4 Yes to all parts
- Q5 Yes
- Q6 Yes
- Q7 Chairs should be independent
- Q8 Yes
  
- Q9 Possibly, to part one of the question. No comment to the second part.
- Q10 Very unhappy with fees being charged for Parish Councils. Unable to comment on other bodies.
- Q11 Part one of the question would relate to South Gloucestershire Council. Yes to Part two. The last questions response would be No, that a parish representative should be from a similar sized parish and preferably within the same district.
- Q12 Yes
- Q13 Yes in agreement with proposals for an ethical standards officer to be able to withdraw references to the adjudication Panel in the circumstances described. No comment can be made to the later question.
- Q14 No comment can be made
- Q15 No comment can be made
- Q16 Probably yes

*c Housing Consultation Questionnaire*

**RESOLVED:**

- That the Chairman fills this in, reminding SGC of the existence of Knightstone's Frampton Cotterell Fund and asking for SGC to advertise it as soon as is appropriate.

*d Estimate of rough sleepers*

It was noted that this request was out of time.

**RESOLVED:**

- To reply stating the unrealistic nature of asking Council to walk the streets late at night.

*Cllr Hendy left the meeting*

*Cllr Thomson left the meeting*

*e A reply from Wessex Water had been received*

**RESOLVED:**

- To reply asking that in the meantime will Wessex Water be attending to clear the existing sewage until the relief sewer is put into place scheduled for 2010-15?

*f Assistant Youth Worker Position*

It was reported that Yusupha Jawara's CRB Check was underway and that his second reference had now been received.

This was noted.

The Committee was informed that interviews were about to take place at Fromside Youth Club for youth workers and that one Councillor from Frampton Cotterell was invited to attend.

**RESOLVED:**

- That one of the following Cllr Mrs Rowan, Clothier, D Hockey, Farbrother or Bashford attends the interviews if available.

g *An email had been sent from SGC*

Asking for the Parish Council to cut back brambles surrounding a bench in Woodend Road. The Committee were informed that this area was privately owned.

**RESOLVED:**

- To pass this information back to SGC.

h *Activities at Black Rocks*

It was reported that motorbikes and quad bikes were being rode in this area causing a nuisance but that Cllr D Hockey was dealing with the situation and that PC Barraclough had been informed.

This was noted.

i *The following were noted:*

*Parish Charter Working Group Report of 15<sup>th</sup> January 2008 and 1<sup>st</sup> February 2008*

*The Ridings Newsletter issue 39 – January 2008*

*NALC – Notification of its premier annual conference and Exhibition 20<sup>th</sup> – 22<sup>nd</sup> May*

*ALCA Newsletter Volume 6 Issue 2<sup>nd</sup> February 2008*

*NALC Ordnance Survey mapping to Town, Parish on Community Councils*

*NALC New Employment Bill*

*Parish Polls – Legal Briefing L04/08 30<sup>th</sup> January 2008*

*SGC – Environment Forum Meeting, Community Action on Climate Change*

*Community Engagement Strategy Summary*

*SGC Our Area Our Future*

*Winterbourne Library Committee Report*

*Wildlife issue 82 Spring 2008*

*Natural World*

*Community Action Issue 31<sup>st</sup> January 2008*

*Avon Pension Fund minutes of 24<sup>th</sup> October 2007*

*No Smoking Day Challenge – 12<sup>th</sup> March 2008*

206 **Any Other Business**

It was reported to the Committee that Cllr Hendy had now finished putting together notes regarding his visit to the Pavilion.

**RESOLVED:**

- To place this item on the next Finance and General Purposes Agenda.

207 **Date of Next Meeting**

**MONDAY 10<sup>TH</sup> MARCH 2008 AT 7:30PM**