

**Minutes of the Meeting of Frampton Cotterell Parish Council**  
**8<sup>th</sup> November 2005**  
**Held at the Pavilion, The Park, School Road, Frampton Cotterell**

**Present:** Mr R King (Chairman), Mr D Broome, Mr T Clothier, Mr G Filer, Mr D Hockey, Mrs P Hockey, Mr G Keel, Mrs J Rowan, Mr T Trollope, Mrs S Tubey (part) and Mr S Wilson

**Also Present:** PCs Barraclough and David; Mr A Wilkes (Leader-in-Charge, Bockeridge Youth Group); Mrs C Young of The Causeway; Mr N Hodges of Northwoods.

**Apologies:** Mr G Hayter, Mr D Manfield and Mr C North

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

- Cllrs P and D Hockey are South Gloucestershire Councillors.

**612 PC Barraclough**

PC Barraclough reported that overall crime levels remained low and nuisance problems had dropped off quite significantly.

**613 Steering Group Meeting ref Consideration of Consultation on Possible Provision of Teen Shelters**

The minutes of the meeting of 1<sup>st</sup> November 2005 were amended and noted (*attached*)

**RESOLVED:**

To authorise the Steering Group to proceed up to the results of the consultation before any decisions were made.

**Landscaping at Park Farm**

**RESOLVED:**

1(b) To accept Mrs Rainey's proposals for landscaping adjustments at Park Farm for consultation purposes.

1(c) To note this.

1(d) To note this.

1(e) To note this.

**Teen Shelters**

2(a) This was agreed in principle, however, the consultation questionnaire is to be agreed and seen by the Parish Council before distribution.

2(b) To note this.

2(c) Mrs Nelmes notes were noted.

2(d) To note this.

2(e) To note this.

2(f) To note this

**RESOLVED:**

2(g) that funding for this year (2005/06) can be met as suggested and that the Finance Committee be asked to consider making appropriate provision in next year's budget.

*PCs Barraclough and David, Mr Wilkes and Mr Hodges left the meeting*

**614 Confirmation of Minutes**

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

**RESOLVED:** that the Minutes of the Meeting of the Parish Council held on 11<sup>th</sup> October 2005 be confirmed and signed.

**615 Co-option of Parish Councillor**

Two applications had been received, however, one had been received by the closing date, and the other had arrived the day after the closing date.

A proposition from Cllr Mrs Rowan, seconded by Cllr Hockey

*That the Staffing Committee should consider both applications*

**FAILED** by 4 votes in favour with 5 against.

A proposition from Cllr Tubey, seconded by Cllr Mrs Rowan

*That as only one application had been received by the closing date the vacancy should be re-advertised*

**FAILED** by 4 votes in favour with 5 against

Following a proposal from Cllr Filer, seconded by Cllr Keel and

**CARRIED** by 4 votes in favour with 3 against it was

**RESOLVED:** That Mr Nick Hodges of Northwoods be co-opted to the vacant position of Parish Councillor for East Ward.

*Mrs Young left the meeting*

**616 Appointment of Assistant Youth Leader**

Mrs Julie Oakley of Sandhurst, Yate had been appointed to this position. This was noted.

**617 Village Design Statement (VDS)**

Following a proposition from Cllr D Hockey, seconded by Cllr Mrs Rowan it was and carried by 9 votes in favour with one abstention it was

**RESOLVED:**

- To ask the Chairs of the VDS steering group to jointly present the document to SGC's Director of Planning, Transportation and the Strategic Environment and request that SGC adopts the document for guidance in dealing with Planning Applications.
- To order 50 copies initially and ask if Westerleigh Parish Council will contribute for the copies for its members of the steering group.

**618 External Audit 2005/05**

This had been returned successfully completed, noting the following recommendations:

- To update the Fidelity Guarantee Insurance  
*This was referred to the General Purposes Working Group*

- To Appoint the Internal Auditor Annually  
*This was already in place*

- Update the Assets Register to include all Council owned assets.  
*This was referred to the General Purposes Working Group*

The Clerk was congratulated on the successful completion of the Audit

**619 Accounts for Payment**

**RESOLVED:** On a proposal from Cllr Mrs Rowan, seconded by Cllr Filer that accounts in the sum of £14,543.49 be settled.

Receipts in the amount of £2,353.60 were noted.

## 620 Planning Committee Report

Following a proposition from Cllr Wilson, seconded by Cllr Filer it was

**RESOLVED:** that the minutes of the Planning Committees held on 18<sup>th</sup> October and 1<sup>st</sup> November 2005 be adopted, together with all the recommendations therein.

## 621 Highways Committee Report

*Cllrs noted Cllr Hayter's continued indisposition and recorded their best wishes to him*

Following a proposition from Cllr D Hockey, seconded by Cllr Mrs Rowan it was

**RESOLVED:** that the minutes of the Highways Committee held on 1<sup>st</sup> November 2005 be adopted, together with all the recommendations therein.

## 622 Leisure and Recreation Committee Report

Following a proposition from Cllr Keel, seconded by Cllr Tubey it was

**RESOLVED:** that the minutes of the Leisure and Recreation Committee held on 25<sup>th</sup> October 2005 be adopted, together with all the recommendations therein

### *a Trafalgar weekend Beacon Lighting, Centenary Field*

The Chairman had written and sent a donation to the ATC to thank them for their help in lighting the beacon. This was noted.

### *b Donation of Kitchen for the Pavilion*

Mr and Mrs Webb had kindly donated kitchen cupboards for the kitchen at the Pavilion.

- The Clerk was asked to write and express the Council's thanks.

### *c Risk Assessment Issues*

A need to provide *Splash Plates for the boilers* at the Cricket Pavilion and Brockeridge Centre had been identified as being necessary to address the High Risks here.

- This was referred back to the L and R and Brockeridge Committees.

*Gas Cylinders stored at The Pavilion* had been identified as High Risk.

Following a proposition from Cllr Filer, seconded by Cllr Mrs Rowan and carried by 6 votes in favour with 1 against it was

### **RESOLVED:**

- That the Clerk should request these be removed immediately as they contravene the Gas Storage Regulations.

### *d Clearing of Spoil Left by Contractor at the Park*

A quotation had been received to undertake this work. This came within the budget.

Following a proposal from Cllr Keel, seconded by Cllr Mrs Rowan and carried by 6 votes in favour with 4 against it was

### **RESOLVED:**

To accept the quotation and have the works done.

## 623 Brockeridge Committee Report

**RESOLVED:** that the minutes of the Brockeridge Committee held on 2<sup>nd</sup> November 2005 be adopted, together with all the recommendations therein.

*Brockeridge Committee Terms of Reference*

### **RESOLVED:**

- To remove no 4(i)

## 624 General Purposes Working Group Report

**RESOLVED:** that the minutes of the General Purposes Working Group held on 18<sup>th</sup> October 2005 be adopted, together with all the recommendations therein.

**a RESOLVED:**

To adopt with effect from the next Annual meeting (May 2006):

*At each Annual Meeting*

- Once committee membership has been decided, the meeting to stand adjourned while each committee meets in turn to elect Chairman and Vice-Chairman of that committee for the ensuing year.

**b** Following a proposal from Cllr King it was:

**RESOLVED:**

To adopt with effect from the next Annual meeting (May 2006):

*The Finance and Staffing Committees and General Purposes Working Group should be:*

- Combined in a single Finance and General Purposes Committee.
- This new committee to consist of the Chairman and Vice Chairman of the Council, the Chairs of the standing Committees (Highways, Planning, L and R and Brockeridge) and other Cllrs as elected at the annual meeting to a committee total of nine members.
- At its first meeting, the committee to decide when in the day it will meet and meet regularly.

**c** Following a proposal from Cllr Wilson it was

**RESOLVED:** To defer the following to the next Parish Council meeting.

*The Planning and Highways Committee should:*

- Combine to become one committee: meeting on the same cycle as the existing Planning Committee.
- Highways items to be dealt with mainly at the meeting preceding the Council meeting each month.

It was agreed that a case should be made for the proposed changes and a briefing paper sent with the papers for the next meeting to enable Cllrs to reach a decision.

**RESOLVED:**

- Any changes undertaken as above to be reviewed in January 2007.

## 625 Reports from Representatives on Outside Bodies

*Civic Service at Yate to celebrate the 20<sup>th</sup> anniversary of its Twinning.*

Cllr Mrs Rowan had attended this.

## 626 Report from South Gloucestershire Council

Cllr P Hockey reported that:

- The Cabinet had recommended the Local Plan to the Council for adoption.
- There were grave concerns that there may be a government short fall in funding, but that full details had not yet been received.
- SGC is preparing and prioritising transport bids.
- It was hoped that the very short time scale on the Green Belt Review would allow time for consultation with the parishes.
- SGC's Health Scrutiny committee had requested the Cabinet to take advice on whether the decision by the Secretary of State not to review the proposals to downgrade Frenchay hospital was legal.

*Cllr Tubey left the meeting.*

## 627 Correspondence

*a SGC – Licence for Mapping Information from SGC*

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

**RESOLVED** that the Clerk should complete and return this.

*b SGC – Local Area Agreement next meeting 17<sup>th</sup> November 2005*

- Cllr Filer had agreed to attend

*c NALC Ideas Paper on the Neighbourhood Governance Review*

**RESOLVED:**

- The Clerk was asked to write to NALC with a copy to ALCA in support of the paper, noting that the Parish Council does not see any need to have another body in areas where there are Parish Councils but acknowledging that this may be of help in unparished areas.

*Cllr Mrs Rowan left the meeting*

*d Walking to Health Initiative*

**RESOLVED**

- To suggest that this is included in the planned Brockeridge Open Day

*e The following were noted*

Royal Mail – Letter of Response

Avon Wildlife Trust – 25<sup>th</sup> AGM – 16<sup>th</sup> October 2005

ALCA – AGM, 19<sup>th</sup> November 2005, Long Ashton

ALCA – South Gloucestershire Area Group minutes

SGC Heritage Forum – AGM, 9<sup>th</sup> November 2005, Frenchay

NALC Draft guidance on the Clean Neighbourhoods and Environment Act 2005

NALC Notification of Rise in Minimum Wage

Frome Vale Area Forum (17<sup>th</sup> November 2005)

SGC – Public Rights of Way - Information on Ploughing and Cropping

SGC – Public Rights of Way – Parish Council Guide to Public Rights of Way

Local works Campaign for the Sustainable Communities Bill

ALCA Newsletter           Volume 3, Issue 11

  Volume 3, Issue 12

South Gloucestershire CVS Newsletter XIII

InterAction, Issue 17, October 2005

Winterbourne Library Committee – Mins of 26<sup>th</sup> July 2005

Community Action – Annual Report and Accounts 2004/2005

Victim Support Avondale Annual Review 2005

SGC - Community Development, Issue 7, Oct 2005

SGC – Community Development Quarterly Work Programme

**628 Date of Next Meeting**

**TUESDAY 13<sup>TH</sup> DECEMBER 2005 AT 7:30PM**