

*The meeting was preceded by a presentation.  
Cllr Cullimore, Chairman of South Gloucestershire Council  
presented the Certificate of Quality Parish Status  
to the Parish Council Chairman, Cllr King*

**Minutes of the Meeting of Frampton Cotterell Parish Council  
13<sup>th</sup> November 2006  
Held at the Brockridge Centre, Woodend Road, Frampton Cotterell**

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

**Also Present:** A representative of the South Gloucestershire Gazette (*Press*)

**Apologies:** Mr G Keel, Mr D Manfield and PC Barraclough

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

- Cllrs D and P Hockey are South Gloucestershire Councillors.

**822 PC Barraclough sent his apologies and reported:**

- The crime rate remains at a steady low level.
- There have been two non-dwelling burglaries.
- There have been four accidents over the last month all of which were minor injury.
- There have been 6 calls about anti social behaviour, three from the Park Farm area.
- During the Halloween evening there were four officers patrolling on bicycles; and leaflets were produced for display by residents who did not wish to participate in Trick or Treat.
- The first PCSO (Police Community Support Officer) will be arriving on the 4<sup>th</sup> December 2006 and the second will hopefully arrive sometime in the New Year.

Following a proposition from Cllr Mrs Rowan, Seconded by Cllr Hayter it was:

**RESOLVED:**

- To thank the Police for all their efforts over Halloween, which had resulted in a marked reduction in Anti Social Behavioural problems.
- To invite PC Barraclough to bring PCSO Cole to the December Parish Council meeting as Cllrs would like to welcome and meet him and receive his contact details when they are available.

**823 Confirmation of Minutes**

Following a proposal from Cllr Filer, seconded by Cllr North it was:

**RESOLVED:** that the Minutes of the Meeting of the Parish Council held on 9<sup>th</sup> October 2006 be confirmed and signed.

**824 External Audit**

The Clerk reported that the External Audit report had been received with no queries raised and the conclusion of the audit had been advertised as required.

- The Council congratulated the Clerk on the successful conclusion of the audit.

**825 Project Report**

*Surface Drainage Works to the Pavilion and Car Parks at The Park*

Following a proposal from Cllr North, seconded by Cllr Clothier it was:

**RESOLVED:**

To grant authority to the Project Group

- To investigate any blockages, and to correct any problems discovered whilst the area is excavated up to a maximum of £2,000.
- The Clerk was ask to ensure that consideration is given as to whether lining cleared pipes with a plastic sleeve may a more cost effective alternative method.
- To obtain three quotations to lay the hedge that runs parallel to the ditch.

**826 Fund Raising Update**

Cllr Filer reported that he had been notified that an application for Lottery funding to realise the building of the extension to the Brockeridge Centre had been unsuccessful in its present form, but that with a separate bank account and a six-year lease of the extension to the Frampton Cotterell Over 50's Group this could probably be secured. However, this had to be in place within the next ten days in order to meet the deadline.

**RESOLVED:**

- The Council acknowledged the amount of work and research that had been necessary to put the grant application together, and supported the setting up of an independent bank account if necessary, but had insufficient time and information to be able to support the proposal of a lease.

Cllr Filer had secured £1,704 funding from SGC to purchase a projector; and sought permission to purchase the projector first in order to seek reimbursement of the grant.

**RESOLVED:**

- To purchase the projector and then seek reimbursement.

**827 Accounts for Payment**

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

**RESOLVED:**

- That Accounts in the sum of £7,376.83 be settled.
- That Receipts in the amount of £6,282.26 be noted.

**828 Planning Committee Report**

Following a proposition from Cllr Filer, seconded by Cllr North it was:

**RESOLVED:** that the minutes of the Planning Committee held on 16<sup>th</sup> October and 6<sup>th</sup> November 2006 be adopted, together with all the recommendations therein.

*Min 681 PT06/3134/F, Miner Cottages, School Road*

**RESOLVED:**

- To amend the response to read: That no vehicular access be given via the existing lane to the rear of the site.

*Copies of two letters of objection (to SGC) to these plans, from neighbours of the property were noted.*

**829 Highways Committee Report**

Following a proposition from Cllr Hayter, seconded by Cllr Filer it was:

**RESOLVED:** that the minutes of the Highways Committee held on 6<sup>th</sup> November 2006 be adopted, together with all the recommendations therein.

*a Min 453 Replacement Notice Board at the C of E School, Rectory Road*

It was reported that the agreed Noticeboard had proved to be too small for the purpose required.

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

**RESOLVED:**

- To purchase a larger notice board of the same size as the other Parish Council notice boards from Metro Signs.

*b Min 454 Perrinpit Road*

It was reported that the signs indicating that the road would be closed were so poorly written that they could not be read by drivers. Cllr P Hockey reported that she had specifically requested that the signage should be sufficient.

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

**RESOLVED:**

- To write to SGC and complain about the inadequate signage.
- To ask Cllr Hayter to speak to local residents about suggestions for rumble strips before the letter of request is sent to SGC.

*c Min 455 Consultation on Proposed Bus Stop Improvements in Beesmoor Road and Heather Avenue*

Cllr P Hockey explained this had not been within the terms of the Section 106 agreement, so the plans had been withdrawn and new plans would be drawn up for consultation in the near future. This was noted.

*d Min 456 Night Bus*

The figures collected by SGC over the weekend of 4-5<sup>th</sup> November 2006 had shown Frampton Cotterell's usage at 15%.

**RESOLVED:**

- Cllr D Hockey to request total numbers so the figures can be more easily studied.
- Cllr D Hockey to be informed of the date of the next Joint Interest Committee where this will be discussed.

*e Min 457(a) Litter Picking*

**RESOLVED:**

- To pass Mrs Lowe's complaint to SGC.
- To thank Mrs Lowe for her concerns and continuing to pick up litter and express the Parish council's hope that other people will follow her example.

*f Min 457 (b) Bristol Road Concrete Bus Shelter.*

Cllrs supported the Handyman's recommendation that this should be tidied up by painting.

- This was referred back to the Highways committee for further consideration.

*Cllr Mrs Rowan left the meeting.*

### **830 Leisure and Recreation Committee Report**

Following a proposal from Cllr King, seconded by Cllr North it was:

**RESOLVED:** that the minutes of the Leisure and Recreation Committee held on 23<sup>rd</sup> October 2006 be adopted, together with all the recommendations therein

*a Min 406 Plaque at Beesmoor Road*

This would be unveiled at 3:00pm on Friday 24<sup>th</sup> November 2006. All Cllrs were welcome to attend. This was noted.

*b Min 410 Grasscutting*

It was reported that grass cuttings were being put into the ditch that was about to be cleared.

**RESOLVED:**

- Clerk to try and ascertain who might be doing this and if so, to ask them not to do so as the ditch is to be cleared.

*c Min 413 Sight Screens*

The condition of these was reported as a high risk

**RESOLVED:**

- To ask the Cricket Club to remove these urgently.

*d Min 415(e) Ongoing Maintenance of Drains*

**RESOLVED:**

- That this should be included as part of the project to improve the drains and dealt with as part of that process.

*e Pavilion Maintenance*

The committee sought authorisation to use £10,000 from reserves to enable this to be completed in the current financial year. The Clerk advised that, as none of the monies in the contingency had yet been used, this would be feasible.

**RESOLVED:**

- That this should be allowed to enable the work to be undertaken as soon as possible.

*f Min 413 Risk Assessments*

It was reported that the furniture in the meeting room should be checked before the room was let to ensure safe egress in the event of an emergency.

**RESOLVED:**

- The Clerk and Cllr Filer to check this and report back to the L and R committee.
- The Clerk was asked to check the requirements with the Fire Officer.

**831 Brockeridge Committee Report**

Following a proposal from Cllr Clothier, seconded by Cllr Filer it was:

**RESOLVED:** that the minutes of the Brockeridge Committee held on 18<sup>th</sup> October 2006 be adopted, together with all the recommendations therein

*a Min 337 Future of the Youth Group*

**RESOLVED:**

The Clerk was asked to:

- Endeavour to keep at least the Thursday Group operating until a new Leader-in-Charge can be brought into post.
- Check the availability of SGC Bank Workers in case a replacement Leader-in-Charge cannot be recruited before the current leader has to leave.
- Check with the Assistant Leader if she is prepared to stand in for the Leader-in-Charge in the interim if needed.
- In the event of a gap between Leaders, to inform Cllr D Hockey who would help out rather than see the Youth Group close.
- Ask Mr Herriot and Mr Godwin of SGC to meet and discuss with the Clerk and Cllrs D Hockey and Clothier to see what can be done to ease the transition.

*b CCTV Monitor*

**RESOLVED:**

- To purchase a new monitor at up to £100.

*c Intruder Alarm Panel*

**RESOLVED:**

- To delegate to the Brockeridge Committee authority to arrange for this to be repaired.

*d Min 339(e) Conservation Area*

**RESOLVED:**

- The Clerk was asked to seek advice from Ms Ellis-King at SGC.

*e Min 346 Play Equipment*

**RESOLVED:**

- To replace the chain with an arch climber.

**832 Finance and General Purposes Committee Matters**

**RESOLVED:**

- That the Evening to Thank Volunteers will take place on Tuesday 5<sup>th</sup> December 2006 from 7:30 until 10:00pm
- Mrs Allan to circulate the invitation list to Cllrs for suggestions of any other volunteers that should be invited.

**833 Reports from Representatives on Outside Bodies**

*a Community Association AGM*

Cllr Filer reported his attendance at this where Parish Hall Awards had been introduced.

- The Clerk was asked to investigate this further and report back to the Brockeridge Committee.

*b ALCA South Gloucestershire Area Group*

Cllr P Hockey reported that the new Head of the Children and Young People's Department had given a very interesting talk, to a very disappointing number of attendees.

*c SGC Peer Group Review*

Cllr Filer had attended this and reported that it had been very poorly attended with the main criticism being raised being a perception of a "lack of joined up thinking".

*d Twinning Association (TA)*

Cllr Mrs Rowan had reported that the recent visit by visitors from Kelbra and Radun had been very successful and thanked those Cllrs that had supported the events.

A letter of thanks had been received from the TA secretary. This was noted.

**834 Report from South Gloucestershire Council**

Cllr D Hockey reported:

- That the budgeting process will be very challenging and will almost certainly lead to the need for cuts in jobs and services.
- That the Climate Change Strategy will be discussed by SGC at its next meeting.
- An investigation into the use of solar panels in new council buildings.
- Preparations for the Smoke Free legislation are underway.

Cllr P Hockey reported:

- New European legislation on a phased basis covering the disposal of organic waste.
- SGC had been advised that it must have a strategy in place in the event of a bird flu pandemic.

**835 Correspondence**

*a SGC Information Technology Offer*

**RESOLVED:**

- To accept the offer of IT equipment.

- b The following were delegated to the Planning Committee for response:*
- SGC Stakeholder Questionnaire - Horses in the Landscape.
  - SGC Stakeholder Questionnaire - Hedgerows on Development Sites.
  - SGC Green Belt – Supplementary Planning Guidance.
  - ALCA Planning Training Event, Wednesday 31<sup>st</sup> January 2007 – 7-9:30pm at Yatton.
- c The following was delegated to the Highways Committee for response:*
- SGC – Joint Local Plan and Joint Delivery Report Summary.
- d SGC Parish Charter Annual Review*
- Cllr King and The Clerk agreed to attend.
- e Bradley Stoke TC - Manual Handling Training, January 2007*  
**RESOLVED:**
- Mrs Allan to attend.
- f ALCA Survey*  
**RESOLVED:**
- The Clerk to complete this in consultation with Cllrs King, P Hockey and Mrs Rowan.
- g The following were noted.*
- HM Revenue and Customs acknowledgment of election to waive exemption  
 Avon Pension Fund – Interim Actuarial Review, Avon Pension Fund as at 31<sup>st</sup> March 2006  
 Children’s Society Training  
 Steve Webb MP letter reference Youth Shelters  
 Mr Colgate e-mail reference Youth Shelters  
 South Gloucestershire CPRE AGM 25<sup>th</sup> November 2006 at Poole Court  
 SGC Community Archives Feasibility Study  
 Letters of Thanks for Donation
- SGC Senior Citizens Forum
  - Victim Support Avondale
- NALC Shaping Communities Flagship Event, 13<sup>th</sup> February 2007 in London  
 SGC Joint Health Scrutiny Committee (Scrutiny of Kingswood and District Proposals)  
 SGC a future for Community Networking Seminar, 29<sup>th</sup> November 2006  
 Countryside Alliance, Love Your Post Office  
 BAE Systems Circuits for Light Aircraft
- ALCA Newsletter – Volume 4, Issue 11, November 2006  
 NALC Briefing – The Local Government White Paper – Strong and Prosperous Communities  
 Peter G Webb – Report of PostWatch Meeting, 11<sup>th</sup> October 2006  
 The Ridings High School Review – Issue 26, October 2006  
 Community Action Report and Financial Statements, 31<sup>st</sup> March 2006
- South Gloucestershire Senior Citizens Forum Newsletter – Autumn 2006  
 Winterbourne Library Committee Report of Meeting of 10<sup>th</sup> October 2006  
 The Jessie may Trust – Autumn/Winter 2006  
 Countryside Voice – Autumn 2006  
 InterAction – Issue 22, October 2006  
 Trees are News – October 2006  
 Standards Board – Town and Parish Standard 08  
 SGC Biodiversity Topic Group Meeting – Mins of 18<sup>th</sup> September 2006

**836 Delivery of Parish Council Papers:**

It was reported that some Cllrs had not received their Council papers until Friday or Saturday morning before a meeting. The Clerk has posted these herself and had definitely made the last post on Wednesday. All envelopes are clearly marked "First Class Post". Several envelopes had been found not to be franked.

- The Clerk was asked to draw this to the attention of the Royal Mail.

**837 Date of Next Meeting**

**MONDAY 11<sup>TH</sup> DECEMBER 2006 AT 7:30PM**