

Minutes of the Meeting of Frampton Cotterell Parish Council
13th September 2005
Held at the Pavilion, The Park, School Road, Frampton Cotterell

Present: Mrs J Rowan (In the Chair), Mr D Broome, Mr T Clothier, Mr G Hayter, Mr D Hockey, Mrs P Hockey, Mr G Keel, Mr C North, Mrs S Tubey and Mr S Wilson

Also Present: PC Barraclough; Mr Whitehead of Park Lane

Apologies: Mr R King, Mr D Manfield and Mrs S Norfolk

591 Declarations of Interest under the Local Government Act 1972

- Cllr D is a South Gloucestershire Councillor
- Cllr Tubey is Clerk of Yate Town Council

592 PC Barraclough

PC Barraclough reported:

- Thirty five nuisance call since July, (mostly in the Park Farm/Manor Field locations), along with six domestic burglaries and at least eight reports of fires being set to trees and hedges.
- A recent police operation had included test purchasing of alcohol by young people from local off licences, all of which had passed with flying colours.
- The local police district is piloting notices for disorder, which are issued on the street and so far this was producing excellent results with almost all the accompanying fines (of £50 or £80) having been paid so far.

Licensing Applications

Mr Lawrence of the Licensing Section had agreed to liaise with PC Barraclough to enable him to notify the Parish Council of details of any future licensing applications. PC Barraclough explained that once granted details of all licences will have to be displayed clearly inside the licensed premises.

Youth Shelters

RESOLVED:

- The Parish Council will support a Joint Steering Group in conjunction with the Police and SGC.
- Cllrs Filer, Hayter, D Hockey and Tubey along with Mr Wilkes, the Leader-in-Charge of the Youth Group agreed to represent the Parish Council.
- The Steering Group to report back to the Parish Council at all stages before proceeding.

PC Barraclough left the meeting

593 Confirmation of Minutes

RESOLVED: On a proposal from Cllr North that the Minutes of the meeting of the Parish Council held on 12th July 2005 be confirmed and signed subject to the following amendments:

- *Min 576 CAM should read CAME*
- *Min 585 The strimmer belongs to the Park Management Committee, not the Parish Council.*
- *Min 589(e) Should refer to WESTERN AVENUE, not SCHOOL ROAD*

594 Parishioners Observations

Mr Whitehead expressed concerns that local postal delivery still seems to be inconsistent, and often very late in the day and noted that the Parish Council was already in correspondence with Royal Mail to try and resolve these issues.

RESOLVED:

- The Clerk was asked to write again to the Royal Mail, as the problems were still ongoing, requesting that tabs showing next collection be reinstated as promised.

Mr Whitehead further reported that residents had attended the hearing into the licence application for the Live and Let Live, Clyde Road, and that following discussion with the new landlady compromises in opening times had been agreed.

PC Barraclough had agreed an informal arrangement with the Licensing Officer that would mean he could notify the Parish Council of any applications made within the parish.

RESOLVED:

- The Clerk was asked to write to Mr Taylor of SGC asking that the Parish Council be notified of any applications made by licensed premises within the parish and also details of their outcomes when known.

Mr Whitehead left the meeting

595 Staffing Issues

Cllr Mrs Rowan updated the Council on the current staffing situation. This was noted.

RESOLVED:

The Clerk was asked to:

- Advertise the vacancy for a Female Assistant Youth Leader as soon as possible.
- Check with SGC if it is OK for the Youth Group to be run with only one paid leader and a volunteer, or if two paid employees have to be in attendance.
- Authorise Mrs Jefferies to take one week's compassionate leave with pay, and then as much annual leave, paid or unpaid as needed and to express the Parish Council's condolences.
- In consultation with Cllr Mrs Rowan to liaise with Mrs Jefferies to confirm arrangements during the Clerk's holiday.
- Cancel the Staffing Meeting scheduled for 14th September 2005, to be re-convened after the Clerk's return from holiday.
- Liaise with Mrs Jefferies as to whether to convene the planned September meeting of the L and R Committee.

RESOLVED: That the minutes of the Staffing Committee meetings held on 4th and 19th August 2005 be adopted, together with all the recommendations therein:

Min 119 – Clerks Terms and Conditions of Employment

RESOLVED: that this be adopted with the addition of the following:

“There will be a bar at point 34 beyond which the Clerk would only progress once qualified”.

The Clerk, Assistant Clerk and Brockeridge Centre Administrator were congratulated on achieving their Level 2 Certificates in Occupational Health and Safety.

596 War memorial Works

It was noted that these had now been completed.

597 Newsletter Issue 2

This was noted.

- The Clerk was asked to accept the offer for this to be distributed with the Zion Church Magazine.

598 Joint Interest Committee Agenda – 22nd September 2005

The Clerk was asked to add Network Rail Tree Removal and the Joint Local Transport Plan to this.

599 Parish Council Policy Regarding the Display of Party Specific Notices on Parish Council Notice Boards.

RESOLVED:

- The current instruction (that **NO** party specific notices are to be displayed on Parish Council notice boards) to stand until this is discussed further at a future date.

600 Date of Next Finance Meeting

This was agreed as Tuesday 15th November 8:00pm following a meeting of the Planning Committee to start at 7:00pm. Both to be held at the Brockeridge Centre.

601 Accounts for Payment

RESOLVED that:

- Accounts in the amount of £14,349.04 be settled.
- Receipts in the amount of £1,326.35 be noted.

602 Planning Committee Report

RESOLVED: That the minutes of the Planning Committees held on 19th July, 4th and 16th August and 6th September 2005 be adopted, together with all the recommendations therein subject to the following amendment:

- *Min 466* should not state *Permission*, but should be *noted*.
- *Min 467* the Clerk was asked to suggest that Mr Taylor of SGC might like to come and speak to the Parish Council about this.

RESOLVED:

- That the Planning Committee be delegated to respond/pass comment on all matters to do with Licensing applications in the same way as Planning Applications and the Planning Committee's Terms of reference be amended to reflect this.

603 Highways Committee Report

RESOLVED: That the minutes of the Highways Committee held on 6th September 2005 be adopted, together with all the recommendations therein subject to the following amendments:

- *Mr S Wilson was also present (not Mrs)*
- *Min 297* should refer to a *Trunk Road*, not a *Truck Road*
- *Min 304* should refer to the *Bakery shop in Woodend Road*

Min 297(j) Hillyfields Bin

Cllr D Hockey reported that he had raised this problem at the SGC PROW where it was agreed that SGC would explore the possibility of the bins being emptied by SGC's DSO, however, they would not empty them if they contained dog mess and there was not enough money available for SGC to install dog bins.

- The Clerk was asked to place this on the Highways Agenda for further consideration.

604 Leisure and Recreation (L and R) Committee Report

RESOLVED: That the minutes of the Leisure and Recreation Committee held on 26th July 2005 be adopted, together with all the recommendations therein.

a Min 270(f) to Appoint Cllrs to Assess any works Needed in The Park area

- This was referred back to the L and R Committee for further discussion when Cllr Tubey was present and to appoint two Cllrs in addition to Cllr Tubey to look into this further.

b Min 270(k) Provision of Seats under the Skateboard Ramp

- This was deferred to be considered with other options by the Joint Steering Committee (*see Min 592*)
- The Clerk was asked to check if the Skateboard Ramp needed to be painted.

605 Brockeridge Committee Report

RESOLVED: That the minutes of the Brockeridge Committee held on 27th July and 6th September 2005 and of the IT Volunteers meeting of 31st August 2005 be adopted, together with all the recommendations therein.

The Council expressed its thanks to Cllrs Broome and Clothier along with Cllrs Hayter and Mr Kelman for the huge amount of work undertaken during the summer in refurbishing the IT Suite

RESOLVED:

- To purchase nine TFT Screens to complete the refurbishment of the IT Suite.

605 General Purposes Working Group (GPWG)

RESOLVED: That the minutes of the General Purposes Working Group held on 4th August 2005 be adopted, together with all the recommendations therein.

Min 74 Quality Parish Status

RESOLVED:

- That the Parish Council should seek Quality Status when the workload permits.

Min 75 Parish Council Committee Structure

- This was referred to the GPWG for further consideration.

Min 79 SGC Getting it Right Together Compact

Following a vote which was carried by 4 in favour with 2 against and 3 abstentions it was:

RESOLVED:

- That the Parish Council should sign up to this document.

Trafalgar Day Celebrations

- The Clerk was asked to liaise with the Parish Council Chairman to see if any events would be taking place.

606 Report from South Gloucestershire Council

Cllr D Hockey reported for Cllr P Hockey that a special SGC Cabinet meeting had agreed the final comments on the new Boundary committee proposals. This was noted.

607 Correspondence Received

a Jarvis Grange Hotel – Application to be Registered to conduct Marriages

RESOLVED:

- To write in support of this application

b The following were noted:

SGC – Invitation to SGC Local Area Agreements and Safer and Stronger Communities Theme Seminar, 15th September, 9-2, Cleeve Rugby Club (Cllr Filer had agreed to attend)

Manor Day Centre – letter of thanks for donation

South Gloucestershire CAB – letter of thanks for donation

FC and Dist Twinning Association – letter of thanks for donation

Alzheimer's Society – letter of thanks for donation

Vitalise – letter of thanks for donation

Paul's Place – letter of thanks for donation

SGC Environmental Link Group Network dates of future meetings

Community Action AGM – Thursday 20th October 2005, 2-4pm, Long Ashton

SGC – Community Grants Available to Local Groups

Local Works Campaign for the Sustainable Communities Bill

InterAction, Issue 16, August 2005

South Gloucestershire Deaf Association, August 2005, Issue 20

Bristol Water Inflow, Issue 5, Summer 2005
ALCA Newsletter, Volume 3 Issue 9, August 2005
ALCA Newsletter, Volume 3, Issue 8, July 2005
RSS Update, July 2005
Thornbury Calling, Issue 2, 1st August 2005
South Gloucestershire Senior Citizens Forum Newsletter, Summer 2005
Avon and Somerset Police Authority Annual report 2004-05
SGC – Advice on Declaring Interests
SGC Standards Committee – Annual Review
In Contact Newsletter, June 2005
SWAN – Introduction
Health Advocacy Partnership – Shaping Health
The Fifth Fuel, No 45, Summer 2005
South Gloucestershire CVS Newsletter XII, September 2005
SGC and South Gloucestershire Primary Care Trust Joint Accommodation and Care Strategy for Older People in South Gloucestershire Draft for Consultation
Boundary Committee for England’s Draft Recommendations for the Future Electoral arrangements of South Gloucestershire
Community Action Magazine – issue 24, Summer 2005
International Tree Foundation – Trees are News, August 2005
Winterbourne Library Committee Report and Mins of 19th April 2005
SGC – Annual Report on Council Performance 2005
CPRE – Fieldwork, September 2005

590 Next Meeting

TUESDAY 11TH OCTOBER 2005 AT 7:30 PM