



STOKE GIFFORD

PARISH COUNCIL

Community Hall, Little Stoke Lane, Little Stoke, Bristol, BS34 6HR

Tel: 01454 865202

Email: clerk@stokegifford.org.uk

Web: www.stokegifford.org.uk

STOKE GIFFORD PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 14th May 2024 at 19:45

at Little Stoke Community Hall, Little Stoke Lane, Bristol, BS34 6HR

EMERGENCY PROCEDURE

In the event of a fire all those present should leave the building calmly, breaking a fire alarm panel on the way out, and assemble on the far side of the car park at the assembly point.

Attendees are reminded to either switch off or make silent their mobile phones.

PRESENT:

Councillors D Addison, S Bandcroft, J Brunwin, M Brown, K Cranney, N Das Gupta, A Hyde, K Marsden, P Richardson and A Shore.

In attendance was J Rendell [Parish Clerk] five local residents and three representatives from local organisations to discuss grant aid applications on the agenda.

1	Welcome and apologies for absence. The Chair, Councillor Dave Addison welcomed all present to the meeting. Apologies were received from Councillors Brian Mead and Richard Barber.	
2	To receive notification of any member's personal or prejudicial interest. Councillor Tony Hyde declared an interest in agenda item 7 as he is the Chair of Stoke Park & Cheswick Village.	
3	Public Session [Maximum of 15 minutes, up to 3 minutes per person] five residents were in attendance. A local resident questioned the installation of a new item of play equipment at Meade Park. In June 2023 the popular Tower was burned to the ground and following much discussion at various Council meetings Councillors approved the installation of a zip wire unit in October 2023. The work started in December 2023 and the resident believed the work should have been delayed until summer 2024 due to the bad weather. The resi-	

	<p>dent also didn't believe the zip wire was in the best possible location. The Parish Clerk acknowledged that due to the extremely bad weather (one of the worst winters on record) the project has been severely delayed and council staff continues to liaise closely with the contractor as they are due back to site to roll/ compact the newly built up areas and top dress where required. It is hoped the play equipment will be open to the public early June 2024.</p> <p>A local resident is interested to see the plan of works scheduled at Little Stoke Community Hall and the changing room building for the forthcoming year. Although works have commenced this past year the resident would like to see more work completed where required, and by the appropriate contractors. The Clerk will meet with the resident on site.</p> <p>A local resident and ex Councillor Ernie Brown remains concerned with the Brooklands Park discussions and believes it would be a financial risk to the parish council taking over the management of the proposed new community hall, similarly to when the project was last looked at by council in 2022.</p> <p>The Parish Clerk has not heard back from Winterbourne parish council following a request to assist with funding support, but Stoke Park & Cheswick remain keen to see if they can be involved in some capacity going forward.</p> <p>The Chair, Councillor Dave Addison informed the resident that all members remain cautious, and we continue to negotiate with South Glos Council ensuring there are no financial risks to the parish council before agreeing to proceed to the next stage.</p> <p>SGC contact (Grainne Stables) will be making contact with SGPC in due course and will hope to attend the Full Council meeting in June.</p>	<p>Being discussed on agenda.</p>
<p>4</p>	<p>To approve the minutes of the last Full Council meeting dated Tuesday 9th April 2024.</p> <p>Councillor Andrew Shore asked the Clerk to capture the point previously raised about two machinery servicing invoices.</p> <p>With the above change, the Full Council minutes dated Tuesday 9th April 2024 was agreed as an accurate record, proposed by Councillor Keith Cranney, seconded by Councillor Sue Bandcroft, unanimously carried.</p>	
<p>5</p>	<p>To approve the expenditure and general accounts for April 2024.</p> <p>The Clerk tabled financial correspondence for April 2024 which included payments totalling £28,614.78 for the Co-operative general account, with a cash book balance of £507,585.28.</p> <p>Council noted the expenditure and bank balance for April, proposed by Councillor Keiron Marsden, seconded by Councillor Keith Cranney, proposal carried.</p> <ul style="list-style-type: none"> - Confirmation of CIL allocation to Stoke Gifford Parish Council. <p>Parish Clerk confirmed receipt of £74,313.03 from South Glos Council for CIL allocation 2024/25. Required jobs have been identified and discussions will take place regarding linking the CIL money to the jobs allocated within the 5 year plan.</p>	

- Grant Aid applications.

The Clerk has received six Grant Aid applications and presented them to council for discussion.

Stoke Gifford Trust Committee - £1,000

Following discussion Councillor Keiron Marsden proposed to approve the full amount of £1,000, seconded by Councillor Penny Richardson, unanimously carried.

1st Stoke Gifford Scout Group - £1,000

Following discussion Councillor Keiron Marsden proposed to approve the full amount of £1,000, seconded by Councillor Andrew Shore, unanimously carried.

Little Stoke Ladies Club - £1,000

Following discussion Councillor Keith Cranney proposed to defer to the Full Council meeting in June where a representative from the group can be present, seconded by Councillor Andrew Shore, unanimously carried.

Four Towns Transport - £1,000

As a representative was unable the meeting Councillor Keith Cranney proposed to defer to the Full Council meeting in June, seconded by Councillor Neel Das Gupta, proposal carried.

Turtle CYP - £2,500

Following discussion Councillor Neel Das Gupta proposed to approve the full amount of £2,500, seconded by Councillor Penny Richardson, unanimously carried.

Southern Brooks Partnership - £9,500

A Representative from Southern Brooks spoke to members about the application, the £9,500 requested would directly fund the role of a Community Development Worker to be based at the Southern Brooks office (Patchway) but predominantly allocate time spent within the parish of Stoke Gifford. This brand new position would build connections and provide support to help individuals/ clubs/ groups and organisations that require assistance.

Following discussion Councillor Keiron Marsden mentioned the sum requested is 53% of the overall annual Grant Aid budget and although the role would be a beneficial role to some, SGPC have also just started paying for the Youth provision service that runs in the parish twice a week. Councillor Keith Cranney also highlighted the money would directly be for the salary of the position and proposed to not proceed with this application, seconded by Councillor Keiron Marsden, unanimously carried.

6	<p>Revaluation of Business rates on Sports Ground and Premises.</p> <p>With a recent increase in Business rates the Parish Clerk has met with a local company who have identified areas that could potentially result in thousands of pounds saving on the current rate. Councillors Keiron Marsden and Sue Bandcroft were also present.</p> <p>They have noted the storage allowance, shared access allowance and machinery allowance all contribute towards the potential reduction of the rateable value. SGPC currently have a rateable value of £17,000 and pay business rates of circa £8,000 per annum.</p> <p>Should SGPC engage with the company and savings be made by the Survey Department, a fee of £1,595 would be occurred and 25% of the reduction to the rateable value for the first year only.</p> <p>Once the appeal process is completed the rateable value would be correct and fair. A credit note of any overpayment since April 2017 would then be made and set for a fixed period.</p> <p>Councillor Keith Cranney asked the Clerk to go directly to South Glos Council and ask for a detailed breakdown in the rateable value and see if a reduction can be implemented should the allowances be incorrect, seconded by Councillor Mike Brown, proposal carried.</p>	SGC confirmed rates are correct.
7	<p>Update on Brooklands Community Hall.</p> <p>Crest Nicholson has recently sent out a presentation pack that included information (and diagram) of the proposed Brooklands Community Hall and also a temporary community hub on land at East of Harry Stoke. Questions were asked from members on the difference between the buildings as one is stated to be a temporary structure. Councillor Dave Addison confirmed the Brooklands Community Hall is due to start construction in June 2024 and take circa 12 months to completion, and the temporary community hub is a separate structure East of Harry Stoke.</p> <p>Councillor Mike Brown mentioned this project has been discussed by council for a couple of years now and believes SGPC should decline the takeover of the management of the building/ site and look at parish support through other means like funding support / grant aid or ear marked reserves. Councillor Mike Brown formally proposed SGPC contact SGC and decline the offer to take over the management of Brooklands Hall due to the financial risks, seconded by Councillor Keith Cranney, a vote was taken, 2 for 8 against proposal rejected.</p> <p>The Chair, Councillor Dave Addison informed members that whilst we are still in the negotiating stages with SGC it makes sense to wait for their formal final response to be taken to Full Council in June for members to then make a formal final decision. Members agree that should the financial risk be too high SGPC will not take on the building but negotiating time will be given for SGC to formally respond to SGPC.</p>	

8	<p>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</p> <p><u>Recreation & Leisure</u></p> <p>Councillor Mike Brown highlighted the changing room building as a priority for works over the coming year. Lighting could be upgraded to LED which would be far more efficient., check all emergency lighting is in place and the storage of the goal posts may need looking at. They are currently stored in the 3G behind the goals.</p> <p><u>Planning & Transportation</u></p> <p>Currently three applications to be discussed at the committee meeting in May, more expected.</p> <p>One more area identified for an additional ‘welcome to Stoke Gifford Parish Council’ highway signage. Clerk will contact SGC and arrange utility checks for the location.</p> <p><u>Finance & General Purpose</u></p> <p>None.</p>	
9	<p>To discuss and comment on current South Gloucestershire Council Consultations.</p> <p>Parish Clerk informed members all current SGC consultations can also be found on the Parish Council website.</p>	
10	<p>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</p> <p><u>Councillor Neel Das Gupta</u> informed members SGC are currently undertaking an initiative supplying households with a plastic bag and wrapping recycling service. The plastic bags and wrapping will be collected on the same day as the normal recycling collection.</p> <p>Councillor Keith Cranney informed members the SGC Full Council and AGM is being held on Wednesday 15th May.</p> <p><u>Councillor Keith Cranney</u> acknowledged the inflatable funfair was held at Little Stoke Park and questioned whether it was right holding such activity on site where a food van is present. This may take business from the Community Café on site. The Clerk has spoken to the Cafe owner who had confirmed the van was at the far end of the site and purposely charged a slightly higher price for refreshments not to conflict with the Café.</p> <p>The office staff have stopped allowing hirers to sell refreshments, ice cream vans at community events and no longer sell teas/ coffees at the car boot sales, to help support the Café.</p> <p>Councillor Keith Cranney mad a point that all street traders trading on site should be properly licenced.</p>	

	<p>Councillor Dave Addison informed members of the public the next Councillor surgery is being held on Saturday 18th May 10:00 at the Popular rooms.</p>	
11	<p>To receive Planning applications from South Gloucestershire Council.</p> <p>Next Planning & Transportation committee being held on Tuesday 28th May 2024.</p>	
12	<p>To receive the Internal audit report and AGAR 2023/24.</p> <p>Parish Clerk presented members with the Internal audit documents including the Annual Governance Statement 2023/24. The Chair, Councillor Dave Addison and Parish Clerk duly signed the forms.</p> <ul style="list-style-type: none"> - The Annual Governance and Accountability Return (AGAR) announcement Monday 3rd June 2024 displayed 4th June to Friday 26th July 2024 in notice boards around the Parish. <p>The Parish Clerk informed the meeting the Annual Governance and Accountability Return (AGAR) will be displayed on the following Stoke Gifford notice boards:</p> <p>Announcement date – 3rd June 2024.</p> <ul style="list-style-type: none"> - Little Stoke Community Hall BS34 6HR - The Village Green, North Rd BS34 8PE - The Kingsway Shops BS34 6JL - Bakers Ground BS34 8GF <p>12.1 Annual internal audit report presented/ noted.</p> <p>12.2 Annual Governance Statement section 1 approval.</p> <p>12.3 Accounting Statement section 2 approval.</p> <p>Commencement date for Exercise of Public Rights. 22nd May 2024.</p> <p>Internal audit report and AGAR for 2023/24 noted and approved by Councillor Keiron Marsden, seconded by Councillor Jan Brunwin, unanimously carried.</p>	
13	<p>Request for a street name in small development to the rear of Hambrook Lane.</p> <p>SGC have provided a site plan for the above small development along with the location plan, SGC need to allocate a new road name. The developer has put forward the name Joemanns Orchard and SGC have asked the Parish for some feedback.</p> <p>Following discussion Councillor Sue Bandcroft proposed to approve the name put forward by the developer, Joemanns Orchard, seconded by Councillor Neel Das Gupta, proposal carried.</p>	

14	<p>Request to install a memorial bench at Royal Park.</p> <p>The office staff have received a request for the purchase and location of a memorial bench from a local resident within the grounds of Royal Park. Councillor Sue Bandcroft proposed acceptance, seconded by Councillor Andrew Shore, unanimously carried. Staff to install once delivered.</p>	
15	<p>Any other business</p> <p>Councillor Keith Cranney mentioned at a recent meeting the memorial tree planted at Forty Acres had been vandalised and is in need of replacing. Parish Clerk confirmed the team have a job sheet to purchase and replace the tree. This will be carried out in due course.</p> <p>Councillor Neel Das Gupta acknowledged the Brooklands Community Hall project has been on the Full Council and Finance & General Purposes agenda for some time now and proposed to delete from the agenda, and only add on once SGPC has an update to table from SGC, seconded by Councillor Penny Richardson, a vote was taken, 2 for, 6 against and 2 abstentions, proposal rejected.</p> <p>The Chair, Councillor Dave Addison informed members Brooklands Community Hall will remain on the agenda and will next be discussed at June Full Council.</p> <p>Councillor Keiron Marsden has been contacted by the Residents Association with some concerns regarding the Brooklands Community Hall. They have been asked to send Cllrs an email elaborating on their issues.</p>	<p>Clerk to arrange replanting of a tree.</p> <p>KM will send Cllrs the email from Neil J.</p>
16	<p>Date of next meeting</p> <p>11th June 2024.</p>	
17	<p>CONFIDENTIAL ITEMS.</p> <p>To resolve, by the nature of the sensitivity of items to exclude the press and public [Public Bodies Admissions to Meeting].</p> <p>None.</p>	

Meeting closed 22:05

Signed: _____

Date: _____

D Addison (Chair)
On behalf of Stoke Gifford Parish Council

