



# STOKE GIFFORD

PARISH COUNCIL

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

Tel: 01454 865202

Email: [clerk@stokegifford.org.uk](mailto:clerk@stokegifford.org.uk)

Web: [www.stokegifford.org.uk](http://www.stokegifford.org.uk)

## STOKE GIFFORD PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING

Held on Tuesday, 8<sup>th</sup> October 2024 at 19:00

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, R Barber, 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] two local residents.

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| 1 | <p><b>Welcome and apologies for absence.</b></p> <p>The Chair, Councillor Dave Addison welcomed all present to the meeting. The candidates for the vacant Councillor post (North Ward) are present and will be interviewed by members during agenda item 2. The Candidates will have a fifteen minute slot and members will vote at the end of the interviewing process.</p>  |                                     |
| 2 | <p><b>Interviews for co-option.</b></p> <p>Members have four excellent candidates to consider for the North Ward vacancy, three candidates are present to attend interview and one is away on a pre booked holiday. All four Candidates were sent a series of questions and have sent the Clerk their responses prior to the interview process. All members have received the responses and have a copy at interview.</p> <p>Three interviews duly took place.</p> <p>As per Standing Orders no. 8 Members voted on all four candidates and following due processes Max Gallagher was voted to be co-opted onto council, 6 for and 5 against. The Clerk will contact all candidates the following day and the successful candidate will sign the Declaration of acceptance of office.</p> <p><i>This part of the meeting took place under any other business later on the agenda.</i></p> | <p>DOI signed and SGC informed.</p> |

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| 3 | <p><b>To receive notification of any member’s personal or prejudicial interest.</b><br/>None.</p>   |  |
| 4 | <p><b>Public Session [Maximum of 15 minutes, up to 3 minutes per person]</b> two residents were in attendance.<br/><br/>None.</p>   |  |
| 5 | <p><b>To approve minutes of the last Full Council meeting dated 10<sup>th</sup> September 2024.</b><br/>The Full Council minutes dated Tuesday 10<sup>th</sup> September 2024 was agreed as an accurate record, proposed by Councillor Sue Bandcroft, seconded by Councillor Keiron Marsden, proposal unanimously carried.</p>  |  |
| 6 | <p><b>To approve the expenditure and general accounts for September and quarter 2 in the Lloyds account 2024.</b><br/>The Clerk tabled financial correspondence for September 2024 which included payments totalling £44,431.01 for the Co-operative general account, with a cash book balance of £606,966.94.<br/>Council noted the expenditure and bank balance for September, proposed by Councillor Keiron Marsden, seconded by Councillor Tony Hyde, proposal unanimously carried.<br/><br/>The Clerk then tabled the Lloyds account quarter 2 which included expenditure of £22.50 and balance of £137,379.23. Council noted the bank balance and expenditure for September, proposed by Councillor Andrew Shore, seconded by Councillor Tony Hyde, unanimously carried.<br/><br/>- CIL projects<br/><br/>Projects to be discussed next on the agenda.</p>  |  |
| 7 | <p><b>To discuss the possible Installation of Solar panels on Little Stoke Community Hall (CIL funding).</b><br/>Following the previous Full Council meeting where two complete tenders were presented (and one not received in time) members requested one further quotation to gauge the various products on the market and warranties on offer.<br/><br/>The Clerk has invited Mole Energy to carry out a site survey and submit their information which was presented to members, along with the two previously tabled. Although chased again by officers JTD Solar did not submit their tender totally four companies contacted.<br/><br/><b><u>Mole Energy</u></b></p> <ul style="list-style-type: none"> <li>• 17.6kWp</li> <li>• 19 x Trina Vertex S 440W Glass solar panels- Black Frame/Black Cells-30-year performance warranty.</li> <li>• 2 x Tesla Powerwall 2.0 with Tesla Gateway.</li> <li>• 1 x SolarEdge 15kW three phase inverter- Extendable warranties available- 12 years standard</li> <li>• 39 x SolarEdge S440 Power Optimisers installed to every panel for panel level monitoring &amp; performance-25-year warranty</li> <li>• £3,049 Bill savings in year one if using 85% of the solar generation</li> </ul> |  |

- 3,217kg of CO2 reduction per annum
- **System cost- £39,900.99 + vat**

**Forever Green Energy**

- 55 x 455W All Black Mono Panels - Manufacturers 25 year Product & 30 year Performance Warranty
- 2 x 10 kW Solar Edge 3-Phase Inverter/Charger with WIFI Monitoring - Manufacturers 12 year Warranty
- 5 x 4.6 kW SolarEdge 3-Phase Battery - Manufacturers 10 year Warranty
- 55 x SolarEdge Optimisers – Manufacturers 25 year Warranty
- 55 x ConSole Mounting Tubs – Manufacturers 10 year Warranty
- Mounting Kit
- 10 Year Workmanship Warranty
- 10 Year Deposit and Warranty Insurance
- **System cost: £30,690.00**

**Ecocetera**

- Supply and installation of 62 Longi 435w all black modules with peak capacity of 27kW solar PV array as detailed
- *Supply and installation of Fox battery storage system (24kWh capacity) - optional*
- Without a year's figures (and a day / night split) we need to make some assumptions to estimate savings, as follows: -
- Known electricity consumption for June 2024 was 3563kWh
- Known price per kWh purchased is 26.15p
- We will assume annual electricity consumption of 45,000kWh, with a 50/50 split between daytime and nighttime consumption.
- We will further assume that any exported electricity would attract a payment of 15p/kWh, and that you can access an overnight charging tariff of 10p/kWh.
- The solar PV system as designed will generate 22,436kWh/annum.
- With the help of the battery storage system, you should use at least 80% of that on site (so 17,949kWh), and export the remaining 4487kWh.
- So annual benefits would be: -
- Direct saving of 17949 x 26.15p = £4,693.66
- Export income of 4487 x 15p = £673.05
- Savings through overnight charging (300 days at 24kWh) 7200 x 11.15p = £802.80
- Total Annual Benefit £6169.51
- **System cost- £42,800.00 + vat**

**JTD Solar**

- Chased several times and not received quotation for time of meeting.

The Clerk invited local resident Tim Hewer to talk about the benefits of solar panels and to talk through the information provided by all companies. Tim mentioned the need for a

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|   | <p>super smart meter and a strong internet connection.</p> <p>Following a lengthy discussion Councillor Andrew Shore proposed to approve Forever Green Energy, seconded by Councillor Penny Richardson, unanimously carried. The cost of this project will be taken from the 2024/25 CIL allocation.</p>   |  |
| 8 | <p><b>Update on Brooklands Community Hall, set date for sub-committee.</b></p> <p>The Chair, Councillor Dave Addison would like to arrange a date for the sub-committee to meet in the coming weeks.</p> <p>Members include:</p> <p>Councillors: Dave Addison, Mike Brown, Neel das Gupta, Keiron Marsden, Tony Hyde, Andrew Shore.</p> <p>A date was confirmed for Tuesday 29<sup>th</sup> October @ 19:00 Little Stoke Community Hall.</p>   |  |
| 9 | <p><b>To approve drainage works at Little Stoke car park.</b></p> <p>The Clerk informed members there is a fall along the main pathway leading from the car park area to the community centre and this section of the site floods very quickly following long periods of rainfall. The works required to rectify are as follows:</p> <p><b>Work Description required:</b> Surface water gully.</p> <p>Supply labour, Plant and Materials to carry out all works detailed below:</p> <ul style="list-style-type: none"> <li>• Find lowest point in footpath where water stands using laser level and agree location with client.</li> <li>• Once agreed with client break out tarmac and excavate for 300mm x 600mm yard gully and cart surplus to tip.</li> <li>• Excavate trench approx. 20m to existing storm water drainage gully in car park and break into side of brick chamber and cart surplus to tip.</li> <li>• Install yard gully and surround with mass concrete and install pedestrian D400 cover and frame.</li> <li>• Supply and install 20m of 110mm underground drainage pipe on pipe bedding to desired falls and surround with pipe bedding.</li> <li>• Backfill trench with type 1 aggregate and reinstate tarmac surfaces.</li> <li>• Grade over grass area against tarmac footpath to aid water egress to gully from grass area.</li> </ul> <p>Three companies have been asked to quote for the above works:<br/> TTL Groundworks – £4,094.20<br/> Mtrac Plant Services - £4,499.50<br/> BWE Envirotech Ltd - £4,286.58</p> <p>Following discussion Councillor Mike Brown acknowledged the main drains on the public highway are currently blocked and hence proposes to defer this work until SGC clear the main drains on Little Stoke Lane, seconded by Councillor Keith Cranney, a vote was taken, 4 for, 5 against, 2 abstentions proposal not carried.</p> |  |

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|           | <p>Councillor Sue Bandcroft then proposed to approve TTL to carry out the works as soon as possible, seconded by Councillor Keiron Marsden, a vote was taken, 7 for 1 against, proposal carried.</p> <p>The Clerk produced information on more extensive works that would cover a greater area of the field and car park area.</p> <p><b>Work Description:</b> Surface water French drain and soakaway.</p> <p>Supply labour, Plant and Materials to carry out all works detailed below:</p> <ul style="list-style-type: none"> <li>• Excavate for and install plastic crate system soakaway in required location agreed on site.</li> <li>• Surround with geotextile membrane.</li> <li>• Excavate trench along back of footpath edging from bin to footpath leading to offices and install perforated pipe and surround with clean stone to form French drain and connect to new soakaway.</li> </ul> <p>Total</p> <p>£1,896.34 + vat @ 20%</p> <p>Councillor Andrew Shore proposed to approve this work as it would far better suit the dimensions of the regularly flooded area, seconded by Councillor Sue Bandcroft, a vote was taken, 10 for, 1 abstention, proposal carried.<br/>This cost of this project will be taken from the 2024/25 CIL allocation.</p> | <p>Works to commence<br/>21.10.24</p> |
| <p>10</p> | <p><b>Replacement safety surface to play area at Little Stoke Park.</b></p> <p>Councillor Penny Richardson informed members staff (ROSPA qualified) have highlighted that sections of the safety surface at Little Stoke Park is damaged and beyond repair. Park users have recently informed officers that young children have tripped over the ageing surface. The condition of the surface has also been highlighted by the annual play area inspector.</p> <p>The Clerk informed members the safety surface is a wet pour surface and it was installed in 2011.</p> <p>The four areas identified cover the swings, multiplay and two buckabouts (springers).</p> <p>Officers have obtained three quotations from local companies:</p> <p>Pentagon Play</p> <ul style="list-style-type: none"> <li>- Option 1 wet pour £19,930 plus £550 delivery waste disposal and welfare hire £20,480</li> <li>- Option 2 – hard wearing carpet (Funturf) £10,980+ £550 delivery waste disposal and welfare hire £11,530</li> </ul> <p>Sovereign</p> <ul style="list-style-type: none"> <li>- Replace all four areas with wet pour plus edging £11,245.19</li> </ul>   |                                       |

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|           | <p>GB Sport &amp; Leisure</p> <ul style="list-style-type: none"> <li>- Replace all four areas with wet pour. No installation of edging. Edge from wet pour into earth/ ground £9,494.</li> </ul> <p>Pentagon have supplied an option 2 which is a hard wearing carpet. Although I have had recent experience of this, I think the site is too remote and wouldn't give us the longevity as the wet pour. For option 1 Pentagon have recommended replacing the springer edging with concrete to match the other areas in the park.</p> <p>GB Sport &amp; Leisure have provided an excellent quote, and they would edge the springer wet pour into the earth surrounds, hence no costs for concrete edging.</p> <p>Sovereign would replace the timber edging to the two springers with timber. Officer recommendation would be to go with Sovereign to keep the timber edging on the springers. This work could be budgeted within the 2024/25 CIL allocation of £74,313.03.</p> <p>Following a lengthy discussion, Councillor Richard Barber proposed for Sovereign to proceed with the replacement surface, seconded by Councillor Penny Richardson, unanimously carried. The cost of this project will be taken from the 2024/25 CIL allocation.</p> | <p>Sovereign booked in 18.11.24</p> |
| <p>11</p> | <p><b>To note insurance documents for period 1<sup>st</sup> October – 30<sup>th</sup> September 2025.</b></p> <p>The Parish Clerk tabled the insurance documents from 1<sup>st</sup> October 2024 to 30<sup>th</sup> September 2025.</p> <p>The renewal premium for the year is £9,308.51.</p>  |                                     |
| <p>12</p> | <p><b>To receive updates from Parish Council Committees and to consider expenditure as required relating to budgets/external funding.</b></p> <p><b><u>Recreation &amp; Leisure</u></b></p> <p>The youth providers FACE will be attending the next committee meeting in October, they are keen to discuss the renewal contract agreement between both parties following year 1, and looking at tying into a more substantial agreement over a number of years which would help with future planning for staff and projects.</p> <p><b><u>Planning &amp; Transportation</u></b></p> <p>Two applications are currently on the parish portal to be discussed at the next committee meeting in October.</p> <p><b><u>Finance &amp; General Purpose</u></b></p> <p>Councillor Keiron Marsden informed members he went through the half year budgets with the finance officer and the budgets remain in a healthy condition.</p>  |                                     |
| <p>13</p> | <p><b>To discuss and comment on current South Gloucestershire Council Consultations.</b></p> <p>Potential car parking charges in South Gloucestershire.</p> <p>Lights dimming through the night.</p>  |                                     |

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| 14 | <p><b>To receive updates from South Gloucestershire Council Members within the parish of Stoke Gifford.</b></p> <p><b><u>Councillor Neel Das Gupta</u></b><br/>Nothing to add that's not already been discussed on the agenda.</p> <p><b><u>Councillor Keith Cranney</u></b><br/>Nothing to add that's not already been discussed on the agenda.</p> <p><b><u>Councillor Dave Addison</u></b><br/>Nothing to add that's not already been discussed on the agenda.</p>   |  |
| 15 | <p><b>To receive Planning applications from South Gloucestershire Council.</b><br/>Next Planning &amp; Transportation committee being held on Tuesday 22<sup>nd</sup> October 2024.</p> <p>Councillor Andrew Shore informed members the next committee will be held on Tuesday 22<sup>nd</sup> October.</p>   |  |
| 16 | <p><b>Any other business.</b></p> <p><i>Members completed the Co-option process.</i></p> <p>Councillor Sue Bandcroft highlighted the fact Balfour Beatty have now settled onsite at Forty Acres starting the extensive works to the railway embankment landslide. They will be entering and exiting site from the Hatchett Road entrance and will have security in place at all times.</p> <p>The works are expected to take approx. four months.</p> <p>Councillor Mike Brown has recently visited the site and was very pleased to see the contractors keeping the site neat and tidy, especially with all the heavy machinery carrying out recent shrubbery works.</p> |  |
| 15 | <p><b>Date of next meeting.</b></p> <p>12<sup>th</sup> November 2024.</p>   |  |
| 16 | <p><b>CONFIDENTIAL ITEMS.</b></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 21:15

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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