

**Minutes of the Meeting of Frampton Cotterell Parish Council
18 July 2018
Held at the Brokeridge Centre, Woodend Road, Frampton Cotterell**

Present: Councillors Mrs Williams, (*Chair*), Beecher, S. Clark, E. Pennell, Mrs Stickland, Susan Tubey (*Vice Chair*), Underhill, and Mrs Walters

Also Present: Naomi Bibi (*Clerk*)

Apologies: Cllrs Mrs Allan, Clothier, D. Hockey, P. Hockey, J. Farbrother, M. Wells

1262 Apologies for Absence

Apologies from Cllrs Mrs Allan, Clothier, D. Hockey, P. Hockey, J. Farbrother, M. Wells were noted.

1263 Evacuation Procedure

The Chair drew attention to the emergency exits and evacuation procedure.

1264 Declarations of Interest and Dispensations

None were made.

1265 Confirmation of Minutes – 4th July 2018

The minutes were approved as an accurate record subject to D. Hockey's name being removed from Minute 1250 "Declarations of Interest and Dispensations" as he had been absent from that meeting.

1266 Matters of Report Arising from the Minutes not otherwise included on the Agenda

Re. Minute 1235 Reports from Committees, Working Groups and the Clerk, point ii. Notes for the Security Provision Working Group – 31st May 2018, the Clerk reported that Advanced Security Systems Ltd had been chosen to install the door-entry system (which would be a fob entry system).
Re. Minute 1235 Reports from Committees, Working Groups and the Clerk, point iii. Notes from the Finance Working Group – 29th May 2018, the Clerk reported that the Church had been contacted and would like to accept the offer of the memorial bench in the churchyard, on the proviso that the Council would maintain the bench, and the Church could also choose to remove it at a time that they saw fit / if the bench fell into a state of disrepair.

Regarding the CIL money, the Clerk informed members that the RFO had checked and confirmed that it would be possible to use CIL money towards installing a lift at the pavilion.

Re. Minute 1237 Public Space Protection Orders, the Clerk confirmed that she had written to South Glos and had received confirmation from Cath Hopkins (Enforcement and Information Officer), that the suggestion would be taken to Alison Richards (Street Cleansing Policy Manager) for review.

1267 Submissions from the Public

There were none received.

1268 Submissions from Members

There were none received.

1269 Privacy Policy for Frampton Cotterell Parish Council

It was unanimously agreed and **RESOLVED:** that the Privacy Policy be formally adopted by Full Council, with the following amendments made: "Town Council" be corrected to "Parish Council" and "colleting" be corrected to "collecting".

1270 Charter Between South Glos Council and Town and Parish Councils

It was unanimously agreed and **RESOLVED:** that Council sign up to the Charter.

1271 Reports from Committees, Working Groups and the Clerk:-

i. Notes from the Staffing Working Group (5th July 2018) and Terms of Reference for Staffing Committee – to be approved by Full Council.

It was queried whether travel expenses and TOIL are covered in the revised staffing policy.

ACTION: The Clerk to check whether travel expenses and TOIL are covered in the revised staffing policy.

1271 The Terms of Reference for the new staffing Committee were approved and it was unanimously agreed and **RESOLVED:** that the Terms of Reference for the new staffing Committee be adopted.

Cont

ii. Report on Centenary Field and Frampton Festival

The Clerk advised that this report would be adjourned to a later meeting date for full consideration by Council. In the meantime, Council agreed that a review of the biodiversity with an updated plan for the Centenary Field was needed, which would take into consideration firstly how habitats could be improved and what species were desired, but secondly how the Frampton festival could also be accommodated. It was felt that the two requirements need not be mutually exclusive, but that these discussions should be taken to a working group who could then report back to Full Council.

Committee members of the Frampton Festival were present at the meeting and whilst they said they believed the Centenary Field was the right place to host the Frampton Festival, they confirmed that they were committed to working for the best interests of the field and stated that they were not opposed to the biodiversity, and that they would be glad to work *with* the Parish Council to find a solution.

Festival Committee members confirmed that the favoured time of year for the festival was the second week in July because families were still around before going away for the summer, the evenings were longer, and the weather usually warm.

It was unanimously agreed and **RESOLVED:** that Frampton Festival continue to be held during its current date in July for the next two years (2019 and 2020).

The Vice Chair extended her thanks to all those involved in the Frampton Festival on behalf of the Council for a lovely community day.

The Festival Committee members thanked the Parish Council for their hospitality, and for agreeing that the festival could be held in early July for the next two years, and also stated that they would welcome any feedback from the Council with regards to the festival that had just taken place.

1272 Planning:-

i. Feedback to date – Noted

ii. Planning Schedule – See attached schedule

1273 Any Other Items the Chair Decides are Urgent

The Clerk informed members that there had been a fire in the play area off School Road, which had been started by two young members of the community. Following the advice of PC Finbar Simmons, the Council would therefore be proceeding with a community resolution in order to recover the £65.16 caused in damages.

It was also brought to the Clerk's attention that the cricket team appeared to be watering the central strip of the cricket pitch for 12 hours at a time.

ACTION: The Clerk to investigate this and if found to be the case, request that they stop in light of the extremely hot, dry weather and likely water shortages and pending hosepipe ban, and also that this is at the Parish Council's expense.

Following recent and increased spates of vandalism to the Brockeridge Centre's outdoor spaces, the Clerk informed members that posters would be put up explaining why it was unfortunately necessary to lock the sensory garden for the time being when the Centre itself was closed.

1274 Date of next Meeting

Wednesday 1st August 2018 at 7.30pm

The Chair closed the meeting at 20:45