

Minutes of the Meeting of Frampton Cotterell Parish Council  
23 January 2019 at 19:30  
Held at the Brockridge Centre, Woodend Road, Frampton Cotterell

**Present:** Councillors Mrs Williams (*Chair*), Mrs Allan, Beecher, D. Hockey, P. Hockey, Mrs Pennell, Mrs Stickland, Susan Tubey, Underhill, and Mrs Walters

**Also Present:** Naomi Bibi (*Clerk*) and one member of the public

**1395 Apologies for Absence**

Apologies for absence were received and accepted from Cllrs Tom Clothier and Matt Wells

**1396 Evacuation Procedure**

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

**1397 Declarations of Interest and Dispensations**

Cllr D Hockey and Cllr P Hockey declared that the participation of those Parish Councillors who are also members of South Gloucestershire District Council in both the debate and any subsequent vote on matters contained in the agenda would be on the basis that the views expressed were preliminary views taking account of the information currently available to the Parish Council. Parish Council members who are also District Councillors reserved their final views until they were in full possession of all relevant information both for and against.

**1398 Confirmation of Minutes – 9<sup>th</sup> December 2019**

The minutes were approved as a true and accurate record with the following amendments:

- With regards to minute 1385 from minutes of 12<sup>th</sup> December, amended to read "Cllr Mrs Walters attendance is deleted, and her apologies recorded"
- Minute 1389, amend Mr Mark King's job title to Head of Streetcare and Transport Services.

**1399 Matters of Report Arising from the Minutes not otherwise included on the Agenda**

The clerk updated council that with regards to the ordering of the water fountain for the park, the blue water fountain that council had resolved to purchase would now be subject to a delay of 12-14 weeks, and that the cost for the blue one had also increased by over £100.

Despite the initial resolution (as per minute 1355, meeting 21<sup>st</sup> November 2018), Council unanimously agreed and **RESOLVED**: to go ahead with purchasing the green water fountain which could be delivered within a much shorter time-frame.

**1400 Submissions from the Public**

- i. Letter from local resident re. antisocial behaviour by youths at the Brockridge Centre, plus update from officer re. antisocial behaviour and littering at the Brockridge Centre. It was proposed and seconded that the fence be extended along the side of the Brockridge centre and council **RESOLVED** to: erect the new fence, accepting the quote received by the groundsman, on the proviso that the groundsman could install the fence himself.
- **Report from PC Simmons on recent action at the Brockridge Centre**  
PC Simmons went through his report on damage, drug use, anti-social behaviour and disorderly behaviour that has been prevalent at the Brockridge Centre. He updated Council that there had been a rise in reported incidents over the Christmas period, and that this was continuing post-Christmas. He outlined 10 factors which he felt were contributing to the problems:-
  1. Easy access to the site
  2. Shelter from the rain
  3. Lighting
  4. Seating
  5. Secluded and out of sight location
  6. Continued access to electricity (for charging devices)
  7. Short distance from vendors (of hot and cold food)



- 1400 8. Due to the youth nights, there exists a sense of belonging  
 Cont 9. Youth are telling people they are "allowed" to be on site  
 10. The site is used "out of hours", so gates are not always locked shut

PC Simmons said that points 1-7 in particular made the Brockeridge Centre an easy target and whilst some points were more difficult to address, there were actions that the Council could take to make the building a less desirable target.

With regards to points 8-10, PC Simmons said the Council would need to consider whether it wanted to continue holding its youth night at the Brockeridge Centre as he believed holding it there was contributing to the problems as the impact on residents also needed to be considered. With regards to locking the entire premises when no one is on sight (including all external gates), PC Simmons said it was easier for police to evict people off the land as it became a matter of civil trespass.

With regards to CCTV, PC Simmons agreed that as part of a multipronged approach, it would be beneficial, but would not solve all problems.

Council asked PC Simmons if he had a list of suggestions that could be utilised and he advised that the council would need to formalise and agree a set of rules that they collectively were happy with, taking into account what message they wanted to send out, and what purpose they wanted for the building.

It was proposed and seconded and Council **RESOLVED** to: defer the matter to the Security Working Group who would go through the report (to be forwarded to the Clerk by PC Simmons) to discuss and make recommendations to Full Council re. suitable future security measures for the Brockeridge Centre to reduce the current problems with damage, drug use, anti-social and disorderly behaviour.

PC Simmons request that the police in his BEAT Team be permitted to use the Brockeridge Centre out of hours.

It was noted that there had been an intention when the building was originally built to have a "police room". It was proposed and Council unanimously **RESOLVED** to: allow the police to use the Brockeridge Centre out of hours as office space.

With regards to the letter received from the local resident, it was proposed and council **RESOLVED** to: extend the fence in the Brockeridge Centre, going with the quote that had been received by the Groundsman / Caretaker and on the proviso that the groundsman / caretaker could carry the work out.

Council thanked PC Simmons for his report and update and PC Simmons left the meeting.

ii. **Appeal from Floral Friends of Frampton to reduce or waive current allotment fee**

Council requested that FFF put in a grant application to assist with the funding of the allotment fee.

**ACTION:** The Clerk to write to FFF to advice of this decision.

Cllr T Clark of Westerleigh Parish Council reported back to Council following the Clerk's correspondence with the Clerk to Westerleigh Parish Council, that they would be interested in a joint commemoration for author Dick King Smith, with their recommendation being the footpath by the Woodlands Farm plot, where Frampton and Westerleigh boundaries meet.

1401 **Submissions from Members**

i. **Request from Councillor Pat Hockey for Council to consider installing a bus shelter on Heather Avenue (on the side where there currently is not one).**

Council members discussed the possibility of installing a bus shelter on Heather Avenue as people currently have no shelter on one of the sides of the road.

Cllr P Hockey informed members that there was a procedure that the Parish Council could follow to obtain and install a bus shelter.

It was proposed and seconded and Council **RESOLVED** to: investigate the options further and obtain quotes that could be brought back to Council.

**ACTION:** Cllr P. Hockey to forward details of who to contact at South Glos Council to the Clerk.

1402 **South Gloucestershire Council – Spring Clean 2019 – Would the Council like to register its interest?**

Council members requested the Clerk contact Andrew Edgington of Floral Friends of Frampton to see if they have already registered for the village to participate.

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## 1403 Reports from Committees, Working Groups and the Clerk: -

- i. Article by the Clerk published in the January edition of 'The Clerk' magazine – *for information only*  
Noted
- ii. Monthly expenditure report for November – *for information only*  
Noted
  - It was raised by Cllr Mrs Allan that training courses (for example the fire training course that staff had recently attended), were now available online and were often cheaper and could also save time. She requested that in future online training options be considered.
  - There was also a request that a Park Development Working Group meeting be called, with the Deputy Clerk / RFO also attending.
  - It was also requested that the finance reports be printed in such a format that the date be completely clear and not cut-off along the edges.

## 1404 Consultations:-

Re. South Gloucestershire Council Chairs Community Awards 2019, it was proposed and seconded and Council RESOLVED to: nominate Celia Zlobec of Floral Friends of Frampton.

## 1405 Planning: -

- i. Feedback to date – *for information only* – Noted
- ii. Planning Enforcement Investigation – *for information only* – Noted
- iii. Planning Appeals – *for information only* – Noted
- iv. Planning Schedule – *See attached schedule*

## 1406 Any Other Items the Chair Decides are Urgent

The Chair requested that the member of the public and the Clerk leave the meeting so that a confidential session could ensue.

Cllr S Tubey took the following minutes for the confidential session:

Councillors discussed the Clerk's call for an informal meeting with members.

The Clerk was re-admitted to the meeting.

The Chair said that members would agree to attend the informal meeting called by the Clerk to discuss Council Best Practice, but said that there needed to be established some ground rules, a structure and some parameters. The Chair also said that having all staff present at the meeting would be difficult, but Council would be happy to meet with them following this initial meeting.

Cllr D. Hockey said he considered the informal meeting called by the Clerk to be an opportunity for staff and council members to consider how they would like the Council to be, and that as Councillors are legally responsible, members would like their concerns included in the discussion too. He said Council were happy the new Clerk had joined them and that they recognised the Clerk's skills and talents. He also stated he appreciated the efforts of the Chair, which was echoed by Cllr S. Walters.

Cllr Mrs Allan thanked the Staffing Committee for their exercise in due diligence.

## 1407 Date of next Meeting

Wednesday 6<sup>th</sup> February 2019 at 7.30pm

The Chair closed the meeting at 9.50pm

