

Minutes of the Meeting of Frampton Cotterell Parish Council
03 October 2018 at 19:30
Held at the Brokeridge Centre, Woodend Road, Frampton Cotterell

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

Also Present: Naomi Bibi (*Clerk*)

Apologies: Cllrs Beecher, Clark, Clothier, Mrs Williams and Underhill

1290 Apologies for Absence

Apologies from Cllrs Beecher, S. Clark, Clothier, Mrs Williams and Underhill were noted. Cllr Mrs Allan gave her apologies for the remainder of October and November for legitimate reasons which Council accepted.

1291 Evacuation Procedure

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

1293 Declarations of Interest and Dispensations

Cllrs D and 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.

1294 Confirmation of Minutes – 5th September 2018

The minutes were approved as an accurate record subject to the resolution in **Minute 1284 (ii)** referring to grant applications being amended to include the following:-

“4. Council adjourned the decision on the **Frampton Cotterell Playing Fields Committee (Beesmoor Road)** grant application due to pending unbudgeted expenses and waiting on information from the solicitor.”

It was also noted that **Minute 1282** should be amended to read “...ALCA South Glos. Area Group AGM.”

1295 Matters of Report Arising from the Minutes not otherwise included on the Agenda

The Clerk updated Council members that several thank-you emails had been received from grant recipients. These were circulated at the meeting.

Re. **Minute 1273**, the Clerk informed Council that the £65.16 caused in damages after a fire was started by two young members of the community in the play area off School Road, had now been recovered, and that a letter of apology had also been received.

The representation on the Frampton Festival Committee was moved to item 11 on the agenda ‘*Councillors’ Representation on Outside Bodies*’.

1296 Submissions from the Public

There were none received.

1297 Submissions from Members

There were none received. It was raised though that all Council members should be reminded to send in their apologies.

1298 Reports from Committees, Working Groups and the Clerk:-

i. Youth Management Working Group – date of next meeting

The date of the next Youth Management Working Group was set for 24th October 2018, at 7pm.

ACTION: The Clerk to notify all Youth Management Working Group members, along with Southern Brooks, Winterbourne and Westerleigh reps, and PC Finbar Simmons.

Cllr D. Hockey requested that the original table outlining youth services available, be circulated with papers for this meeting, along with the figures for quarters 1 and 2 from Southern Brooks.

Naomi Bibi

1298 ii. Frampton Cotterell Playing Field Committee*Cont*

Cllr Pennell informed Council that she had been to a meeting held by the Beesmoor Road Committee the previous evening (2nd October 2018). She said the meeting had been really positive, but that the Committee were querying why following Council's resolution to accept the Clerk's recommendation (re. **Minute 1279**), grass cutting and bin emptying had not yet been resumed. The Clerk said that steps were being taken to implement these changes and the grass cutting should be resumed within the next day or so, but with regards to litter picking, this had now been referred to South Glos HR services for them to review what amendments could be made to the groundsman / caretaker's current contract of employment. The Clerk said that the Committee would be kept duly updated.

There were questions and concerns raised over the issue of VAT and if the Beesmoor Road Committee were fully aware of their obligations to cover the VAT charges.

ACTION: The Clerk to liaise with the RFO and members of the Committee for further clarification on this matter and to report back at the next Full Council Meeting.

Cllr Pennell informed Council members that she would be unable to attend Beesmoor Road Committee AGM on 15th October 2018. Council agreed that Cllr Allan should attend in her place.

ACTION: The Clerk to notify Beesmoor Road Committee that Cllr Allan would be attending the AGM in place of Cllr Mrs Pennell.

1299 Parish Council Meeting Review

The Clerk advised to maintain the status quo for the time-being with two council meetings taking place monthly, with planning addended to each of these meetings. The Clerk informed Council that a recommendation would be put forward to establish a Finance Committee (on which all Council members would sit), which would also take place monthly, but dealing only with matters relating to finance. Addended to this meeting would also be planning, so that planning would still meet twice a month, ensuring that all planning applications were picked up. This arrangement should more efficiently divide the way Council business is discussed, and would hopefully be effective from January 2019.

Council members were in favour of this suggestion and would await the formal recommendation from the Clerk, whilst marinating the current meeting arrangements in the interim.

1300 Councillors' Representation on Outside Bodies

Council went through the existing membership of Council Working Groups and Council Reps on External Bodies. It was agreed that the list of existing internal Working Groups needed to be looked at and revised as there was some overlap occurring. Contacts at External bodies also needed to be reviewed to ensure they were all up to date.

In the meantime the following amendments were made:-

- Cllr Mrs Stickland requested to be removed from the Park Development Working Group.
- Cllr Mrs Tubey requested to join the Pavilion Enhancement Task & Finish Group.
- It was queried whether Floral Friends of Frampton Cotterell, Village Action, an allotment plot holder, or indeed the Frampton Festival Committee should be invited to join the Centenary Field Working Group.
- Cllr Mrs Allan said that from January she should be able to start attending the Parish & Town Council Forums.

ACTION: It was requested by Council that the Administrator of the Security Provision Working Group provide an update with regards to the new door-entry system.

1301 Planning:-

- i. Feedback to date – Noted*
- ii. Planning Schedule – See attached schedule*



1302 Any Other Items the Chair Decides are Urgent

The Clerk updated Council about the recent vandalism and arson at the Jubilee allotment site. Following conversations with the police, the Council had been asked to call for witnesses via the Council's website and blog.

A query was made as to whether the Council's insurance would cover the damage to the sheds, but the Clerk explained that as these had been gifted to the plot holders, no insurance claim could be made.

It was also queried whether plot holders were allowed to keep petrol in their own sheds, or if they were restricted from doing so.

ACTION: The Clerk to review the current allotment contract and update council.

1303 Date of next Meeting

Wednesday 17th October 2018 at 7.30pm

The Chair closed the meeting at 21:15



PLANNING OBSERVATIONS 3rd OCTOBER 2018

SOUTH GLOS. REF/	APPLICATION	EXPIRY DATE	COMMENTS	DECISION
PT18/4155/O	4 Harris Barton Frampton Cotterell Bristol South Gloucestershire BS36 2ET Erection of 1 no detached dwelling (Outline) with access to be determined, all other matters reserved.	12.10	The plans for this development are in the Green belt outside of the curtilage of the house on a narrow road with no footpath on a busy school route, which will cause a danger to pedestrians. This development is not in keeping with the Village Design statement and will not retain the rural aspects.	Objection
PT18/4161/TRE	56 St Saviour's Rise Frampton Cotterell Bristol South Gloucestershire BS36 2SW Works to fell 2 no. Oak Trees, covered by SGTP0 01/10, dated 13/07/2010.	04.10	The Parish Council object on the grounds that these are mature healthy Oak trees, which are well away from the house. The council would ask the tree officer if there is any danger to the nearby buildings which would warrant removal of the trees.	Objection
PT18/4132/F	Demolition of existing garage. Erection of single storey side and rear extension to provide additional living accommodation and garage.	04.10	The Parish council has no objection subject to adequate parking; the size of the garage may be overdevelopment.	No Objection
PT18/4319/O	6 Bell Road Coalpit Heath Bristol Demolition of existing dwelling and erection of 5 No. detached dwellings (Outline) with access, appearance, layout and scale to be determined, all other matters reserved.	23.10	This application was adjourned until the meeting of the 17 th October	

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FEEDBACK: To Date –27th September 2018

PT18/3332/CLP 51B School Road


Erection of single storey side and rear extension to form additional living accommodation.

Approved with conditions, council made no comment.

PT18/3093/RVC 119 Bristol Road

Variation of condition 11 to substitute drawings 2904/103 rev D and 2904/104 rev D.

Approved with conditions, council made no comment.

A handwritten signature in black ink, appearing to read 'J. Williams', located at the bottom right of the page.