

Minutes of the Meeting of Frampton Cotterell Parish Council
7th February 2018
Held at the Brockeridge Centre, Woodend Road, Frampton Cotterell

Present: Councillors Mrs Williams, (*Chairman*), Mrs Allan, Beecher, Clark, Farbrother, Georgiou, D Hockey, Mrs Pennell, Mrs Stickland, Susan Tubey, Underhill and Mrs Walters

Apologies: Councillors Clothier, P Hockey and Wells

Also Present: Zoe Pritchard, South Gloucestershire Council

1078 Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

1079 Declarations of Interest and Dispensations

- Cllr 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.

1080 Confirmation of Minutes – 24th January 2018

It was moved by Cllr Mrs Walters, seconded by Cllr Mrs Stickland and

RESOLVED:

- That the minutes of the meeting of the Parish Council held on 24th January 2018 be confirmed and signed with the addition of Cllr Wells apologies and the following amendment to min 1069 (*in italics*) "Members discussed the awaited SLA/Contract from Burroughs Day Solicitors *and Ternaya Cummings of SBCP*, as details regarding the agreement with SBCP were unclear and it was...

1081 The Chairman brought forward item 17 – Staffing Committee matters

The Chair reported that a brief meeting of the Staffing Working Group had been held immediately prior to the Council Meeting to endorse the proposals being put forward.

RESOLVED *in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.*

The meeting welcomed Zoe Pritchard HR Advisor, South Gloucestershire Council.

The meeting received a detailed written report prepared by the Chair and fully supported by the Staffing Working Group as a true record of all the issues addressed to date. The proposed Agreement was also circulated to all Members. Members raised questions in relation to this report and the proposed Agreement and fully detailed responses were received from both The Chair and Zoe Pritchard.

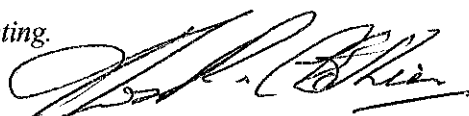
It was unanimously **RESOLVED** that: -

- The Council follow the advice of its HR advisor and the recommended actions be undertaken and the outcome be reported to the next Council meeting.
- In the light of experience arrangement be made to formally appoint South Gloucestershire Council as the Parish Council's HR advisors in all matters appertaining to Staffing.

The meeting thanked Zoe Pritchard for all her help and advice and the Staffing Working Group for their diligence in addressing this matter.

The meeting returned to open session.

Zoe Pritchard left the meeting.



1082 Planning Applications**RESOLVED:**

- That the comments attached at Appendix 1 be referred to SGC for consideration.

1083 Planning Decisions**RESOLVED:**

- That the planning decisions at Appendix 2 be noted.

1084 Planning Appeals and Alleged Breach of Planning

DOE APPEAL REFERENCE: APP/Po119/W/17/3191477 PT17/0215/O – Land East of Park Lane

Members heard that all written responses were required to be made to the Planning Inspectorate by 8th March 2018 and

RESOLVED:

- To notify its parishioners by adding the item to the website and Facebook
- To write a letter re-iterating previous objection to the original application copying in all Councillors

1085 Beesmoor Road Playing Field Management Committee (BRPFMC) - Representative Report

Cllr Mrs Pennell reported that BRPFMC had now met and formed a new committee for the forthcoming year. She felt that the consensus was to move forward with ways to save money and apply for grant funding. The committee are still in discussions about becoming a CIO.

Members welcomed better relations with the new committee and via the representative offered as much help as possible. It was also reported that Mrs Aldom had sent written confirmation that she had resigned from the committee.

Cllr D Hockey requested the Deputy Clerk contact the committee as soon as practicably possible to notify them of the available MAF funding.

1086 Parish Council Meeting Review

Members noted that the six-month trial was due for review and

RESOLVED TO:

- Continue with the status quo for the next three months, ensuring every other meeting deals with Planning Applications and Urgent items only after which a further review will take place.

1087 Request for use of the Car Park at The Park, School Road

A request had been received by a trailer towing trainer to use the car park for driving training for clients. Members acknowledged the shared access with Crossbow House and constant use of the car park by hirers and the pre-school and

RESOLVED:

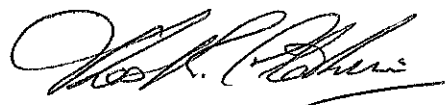
- To write back explaining that the Parish Council will not grant permission for this use.
- To inform Crossbow House of the Council's decision

1088 News Article

Referring to Min 1068, members acknowledged Mr Drew's response to the retraction and

RESOLVED TO:

- Write the retraction and send across to Mr Drew to be printed in a future edition
- Ascertain a deadline for the March edition to place an article in the next edition
- Let all Councillors know the deadline in order that they can send amendments to the Deputy Clerk in time together with suggestions for the article



1089 Payments for December 2017

The Clerk presented the above list for approval and confirmed that, as recommended by the Council's Internal Auditor, the details of the payments had been checked by Cllrs Susan Tubey and Beecher prior to the meeting.

RESOLVED:

- That the list of payments, as attached at Appendix 3, be approved.

1090 Finance Working Group notes of 24th January 2018 (Copy attached at appendix 4)

Members received the notes and sought clarification that item 3 last bullet point, was to confirm the financial arrangements between the Parish Council and Southern Brooks Community Partnership. The Deputy Clerk reported that Winterbourne Parish Council had resolved to fund the current youth provision for 2017/18 in the amount of £1000 and Westerleigh Parish Council would be considering further funding for 2017/18 at its next meeting, it was then

RESOLVED TO:

- Accept the recommendations 1 - 9
- Accept recommendation 10 providing all expenditure over £1000 is reported to Council before expenditure takes place and the assurance that three quotations are sought as per the Councils' Financial Regulations
- Accept all the recommendations thereafter

1091 SGC New Local Plan – Consultation Events

Members received various dates and venues at which the consultation events were being held and noted that Cllrs D and P Hockey would attend and report back to a future meeting.

1092 Request to replace existing bench for new in The Park, School Road with the addition of a memorial plaque**RESOLVED THAT:**

- The request be granted with nil cost to the Council
- The Caretaker retain the existing bench if a backless bench could be made from it

1093 Items considered Urgent by the Chairman

- (1) The Chairman informed the meeting that following a recent request to invite the Environment Agency for discussions, they had informed the Council that they were experiencing resourcing issues but would be happy to answer any questions via email.

Cllr D Hockey agreed to give his questions to the Deputy Clerk to send on to the Agency and report their response to a future meeting.

- (2) Cllr D Hockey reported that MAF funding, unlike last year, was now available to the Parish Council and he actively encouraged the Council to apply, referring to min 1073. He had sought the views of the Head of Watermore Infant School who thought it was a very good idea.

1094 Date of next meeting – PLANNING APPLICATIONS/URGENT ITEMS

WEDNESDAY 21ST FEBRUARY 2018 AT 7.30PM AT THE BROCKERIDGE CENTRE

The Chair
Signed:



Dated: 21-2-2018.

Frampton Cotterell Parish Council Observations

Appendix 1

To accompany the Council minutes of
7 Feb 2018

Year	No	Type	No/Name	Road Name	Proposed Development	Observation	Observation Detail
PT17	5970	F	216	Woodend Road	Demolition of existing detached garage and erection of 1 no. detached dwelling and associated works with new access for the existing dwelling	No Objection	
PT18	0383	F	160	Beesmoor Road	Erection of single storey side extension for additional living accommodation.	No Objection	subject to satisfactory parking space being retained
PT18	0428	F	10	Thornhayes Close	Erection of front Porch.	No Objection	
PT18	0363	F	The Old Mill	32 Mill Lane	Erection of stable	No Objection	

Frampton Cotterell Parish Council Decision Notices Received

Appendix 2
To accompany the
Council minutes of
7 February 2018

Year	No	Type	No/ Name	Road Name	Proposed Development	Observation	Observation Detail	Decision
PT17	2904	O	Paddock northeast of 119	Bristol Road	Erection of 3no. dwellings (Outline) with access to be determined. (All other matters reserved) (resubmission)	Objection	The proposed development is in the Greenbelt and not in the settlement boundary	Approve with Conditions



Frampton Cotterell Parish Council

Date	Payee Name	£ Total Amnt	Transaction Detail
01/12/2017	Water2Business	243.16 ✓	Water & Sewerage
01/12/2017	Scottish Power	42.00 ✓	Water & Sewerage ? <i>for start of?</i>
01/12/2017	Water2Business	-243.16	Entered in Error <i>ELECTRICITY UP.</i>
01/12/2017	Water2Business	183.00 ✓	Water & Sewerage
07/12/2017	Peninsula Business	177.12 ✓	HR Services
11/12/2017	EDF Energy	271.00 ✓	Electricity Pavilion DOWN
13/12/2017	Ian Prole	66.00 ✓	Keyholder
15/12/2017	Business Waste.co.uk	40.38 ✓	Brockridge Waste
18/12/2017	Opus	95.22 ✓	Electricity Brockridge Ctr
18/12/2017	Lloyds Bank PLC	35.90 ✓	Credit Card transactions
19/12/2017	HMRC	1679.52 ✓	NI/Tax Contributions
20/12/2017	Contract Natural Gas Ltd	100.82 ✓	Gas - Brockridge Centre
22/12/2017	Staff	6009.07 ✓	Salary
27/12/2017	The Consortium	70.82 ✓	Supplies
27/12/2017	South Glos Council	552.00 ✓	Internal Audit Fees
27/12/2017	Trade UK	41.25 ✓	Supplies
27/12/2017	Pegasus Window Cleaning	30.00 ✓	Window Cleaning
27/12/2017	Pegasus Window Cleaning	105.00 ✓	Window/Solar Panel
27/12/2017	Bath & Northeast Somerset	1865.59 ✓	Pension Contributions
27/12/2017	KJ Conner & Son	35.28 ✓	Floor Cleaning Supplies
31/12/2017	Unity Trust Bank	18.00 ✓	Bank Service Charge
	Total Payments for Month	11417.97	
	Balance Carried Fwd	29645.36	

Approved by:

B. 18/1/18.
SWT. 20.1.18
