Frampton Cottterell Parish Council
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Frampton Cotterell Parish Council

Annual Report 2018/2019

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13th November	Finance and Governance Committee Meeting with Planning	7:30pm
27th November	Full Council Meeting with Planning	7:30pm
11th December	Full Council Meeting with Planning	7:30pm
15th January	Finance and Governance Committee Meeting with Planning	7:30pm
22nd January	Staffing Committee Meeting	7:30pm
29th January	Full Council Meeting with Planning	7:30pm
12th February	Finance and Governance Committee Meeting with Planning	7:30pm
26th February	Full Council Meeting with Planning	7:30pm
11th March	Finance and Governance Committee Meeting with Planning	7:30pm
25th March	Full Council Meeting with Planning	7:30pm
15th April	Finance and Governance Committee Meeting with Planning	7:30pm
22nd April	Staffing Committee Meeting	7:30pm
29th April	Full Council Meeting with Planning	7:30pm

Provisional Meeting Dates 2019-2020

May 15th	Annual Council Meeting	7:30pm
22nd May	Staffing Committee Meeting	7:30pm
29th May	Full Council Meeting with Planning	7:30pm
12th June	Finance and Governance Committee Meeting with Planning	7:30pm
26th June	Full Council Meeting with Planning	7:30pm
10th July	Finance and Governance Committee Meeting with Planning	7:30pm
17th July	Staffing Committee Meeting	7:30pm
24th July	Full Council Meeting with Planning	7:30pm
11th Septem-	Finance and Governance Committee Meeting with	7:30pm
25th Septem-ber	Full Council Meeting with Planning	7:30pm
16th October	Finance and Governance Committee Meeting with Planning	7:30pm
23rd October	Staffing Committee Meeting	7:30pm
30th October	Full Council Meeting with Planning	7:30pm

Chair's Report

We have had a busy year capitalising on the work done previously and moving things forward to look to the future, for as you probably know this council will be replaced in May and we are leaving matters in good stead for the new council.

I am not going to name all of our highlights, for one it would take too long! But I am delighted to mention our most significant in that we have reorganised the office welcoming two new members of staff, including our new clerk Naomi Bibi. For once it would appear you can get the staff! We cannot move things forward without our staff so I would take this opportunity to thank them for all their hard work in supporting the Councillors and the community.

Last year saw some significant anniversaries, the first was the end of the First World War. This was commemorated by the provision of a bench located in front of the memorial at St Peter's church, together with a sculpture and a notice board at the Royal British Legion club. Floral Friends of Frampton joined with us by planting the Triangle on Ryecroft Road with poppies and other plants to join the Ribbon of Poppies across the nation.

The second anniversary is the Representation of the People Act which passed in 1918 allowing some women the vote, followed by the Qualification of Women Act allowing women to stand for parliament. Nancy Lady Astor was the first woman to take her seat in parliament in 1919 and we will be commemorating these events with a trough planted in the suffragette colours. Floral Friends will be assisting again with the involvement of local children.

Floral Friends continue to plant wildflowers provided by the council at the Park. Celia and friends work very hard to brighten our village and it was with

great pleasure that she was nominated by the council for the SGC chair awards. I am delighted to say that she was successful so very well done to her and to the Floral Friends who ably assist her in such fantastic work.

Village Action also deserve a mention as they are involved in many ongoing projects in the village, including litter busting, the Green Dog Walkers and the fantastic good neighbours scheme. Volunteers help make our village a great place to live so I would like to extend my grateful thanks to all of our volunteers, including councillors, who give up their time.

The Cricket Pavilion received a makeover last year which was celebrated with a BBQ. Unfortunately this winter it suffered a severe leak with significant damage, however all repairs have been completed just in time for the beginning of the cricket season. We have also refurbished the kitchen in the main pavilion which had not been updated since it's installation in 1984.

Following many favourable comments the previous year, we increased the number of Christmas lights through the village this year and celebrated with mulled wine, party food and carols at the Brockeridge centre when the Christmas tree lights were turned on. We have plans to extend them further along Church Road this year and include as many from the community as possible to join the celebrations.

I do hope you and your dogs have enjoyed the lovely new water fountain at The Park! This is designed to reduce the amount of disposable plastic bottles being used and the Council has signed up to a nationwide initiative to help reduce plastic known as the Refill Revolution, details of which are on our website. This links in to the launch of our new website in time for the start of our new council in May.

Cllr Linda Williams.
Chair Frampton Cotterell Parish Council.

Councillors' Contact Details as of May 2019

Name	Email	Ward
Susan TUBEY	Susan.Tubey@framptoncotterell-pc.gov.uk	W
Sue WALTERS	Sue.Walters@framptoncotterell-pc.gov.uk	C
Linda WILLIAMS	Linda.Williams@framptoncotterell-pc.gov.uk	W
VACANT		
VACANT		
VACANT		
VACANT		
VACANT		

*Councillors will be contactable on these new @framptoncotterell-pc.gov.uk emails from the 15th May.

Rows marked 'VACANT' represent our councillor vacancies that are up for co-option. If you are interested in becoming a councillor, please do not hesitate to contact us!

Councillors' Contact Details as of May 2019

Name	Email*	Ward
Alison ALLAN	Alison.Allan@framptoncotterell-pc.gov.uk	E
Tristan CLARK	Tristan.Clark@framptoncotterell-pc.gov.uk	
Pat HOCKEY	Pat.Hockey@framptoncotterell-pc.gov.uk	C
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Edwina PENNELL	Edwina.Pennell@framptoncotterell-pc.gov.uk	E
VACANT		
VACANT		

Town Clerk's Report

This last year at Frampton Cotterell Parish Council has been really exciting for me as it's been my first year in post. I'd like to thank Council for making me feel so welcome since I started in June, and the staff for all of their valued support in helping me find my feet!

The year has been one where we have focussed on operating best practice and making sure that we are fully compliant in all areas. We have just launched our new website, and email addresses are being merged over and so will be operational shortly. Council also now has a full set of policies and procedures, all of which can be viewed on the new website.

We have undergone a staff restructure, and as a result have appointed a new part-time member of staff, Daisy, as our Community Projects and Research Officer. We have also taken on Jan, who job-shares with Jill, to make up our administrator / receptionist team. Kim remains Deputy Clerk and RFO, and Julie our cleaner at the Brockeridge Centre. We currently have a vacancy for a groundsperson, which will be advertised shortly.

The kitchen in the pavilion at the Park, which hadn't been touched since the 1980s, has just had a well needed renovation. It now combines of a full commercial style kitchen, with plenty of domestic storage space too. It is more practical and modern, and will be far more functional for users.

Excitingly, the Council has installed a water fountain at the Park, as well as signing up to "Refill Revolution", a scheme to encourage people to refill water bottles and minimise the use of single-use plastic. Members of the public can fill up their bottles at this water fountain, and are also welcome to refill bottles at the Brockeridge Centre. We are hoping to roll the scheme out throughout the village, by getting local businesses, cafes and pubs to join up to the scheme. Watch this space!

Council also requested that I look into the possibility of Frampton becoming a Fairtrade village. I made contact with several other Parish and Town Councils who are already registered as "Fairtrade", and have joined a South Glos Council steering group which meets every couple of months to share advice and information. The Council is committed to doing its part for the local and wider environment, and the community will be kept up to date with any progress made on becoming Fairtrade.

Research has also been underway looking into the ecology and biodiversity of the Centenary Field. The original biodiversity plan expired, and Council have been looking at how best to encourage biodiversity at the field, whilst also still enabling it to be a space that can be used freely by the community.

The Council awarded over £46,000 in grant money in the last year, benefitting local community groups and charities. Recipients included: Crossbow House, Frampton Cricket Club, Mill Lane and Jubilee Allotments, Frampton Community Projects, Floral Friends of Frampton, Beesmoor Road Playpark, Beesmoor Road Big Picnic, Citizens Advice, British Royal Legion, Above and Beyond, and Four Towns Transport, amongst others.

The Council has also been working closely with Frampton Cotterell Playing Field Management Committee (Beesmoor Road) over the last year, and liaising with solicitors, with a view to bringing the old trust deed up to date, making it more relevant for the community and committee members.

Our local police Beat Team expressed an interest in running regular "Beat Surgeries" from the Brockeridge Centre which will be open to members of the public to come and speak to the police and address any issues or concerns they may have. We have been liaising with PC Simmons to establish some dates for these drop-in sessions, which will be published on our website and in our noticeboards when confirmed.

The Council's Security Working Group met throughout the year, including with the local police and the Crime Prevention Officer for South Gloucestershire,

Record of Attendance 2018/19

Member	Meetings Attended	Possible Meetings	Percentage of Meetings Attended
Allan, A	15	22	68%
Beecher, A	20	25	80%
Clark, S	5	13	38%
Clothier, T	3	17	18%
Farbrother, J	2	12	17%
Georgiou, G	2	17	12%
Hockey, D	18	22	82%
Hockey, P	22	23	96%
Pennell, E	10	17	59%
Stickland, J	22	26	85%
Tubey, S	25	26	96%
Underhill, R	11	17	65%
Walters, S	33	31	94%
Wells, M	5	21	24%
Williams, L	26	28	93%

Maintenance Report

The past year has seen huge maintenance works on the Cricket Pavilion. Since refurbishing the pavilion, a severe leak caused significant damage to the ceiling, electrics, carpet and toilets. Thanks to Community Infrastructure Levy (CIL) funds, this leak and all the damages were able to be repaired in time for the busy cricket season. As well as repairing the leak, the council renewed the entire outdated kitchen which had been in situ since its installation in 1984! The kitchen has been modernised with a complete revamp as shown below.

Before

After

The Council has also continued maintenance on at The Park, cricket and rugby pitches to allow the community to enjoy and use these spaces throughout the seasons. Floral Friends have helped maintain The Park grounds by planting wildflowers—this not only looks beautiful, but also benefits biodiversity.

The Centenary Field has been maintained through following our grass cutting specification to allow footpaths to be cut through the field. The tree management plan is being followed, allowing us to maintain the health of our arboriculture in Frampton. Similarly, we continue to follow our biodiversity management plan for the Centenary Field to improve the species of wildlife and plants.

to establish a plan for the security of the Council's buildings. Some of the recommendations made by the police and crime prevention officer have already been implemented and council are now considering whether CCTV should be installed at both the Brockeridge Centre and the pavilion at the park.

We had great news that Celia Zlobec of Floral Friends of Frampton, was awarded the South Gloucestershire Council's Chair's Community Award in April, having been nominated by Frampton Cotterell's own parish councillors. Congratulations, Celia! The Floral Friends of Frampton ladies, Gill and Lena, also made and presented a beautiful quilt for the Parish Council, with embroidered images depicting village landmarks. This is now on display in the Brockeridge Centre and I would encourage anyone to come and see this beautiful piece of work.

Floral Friends of Frampton also collaborated with the Tuesday night youth group, to plant flowers in the boxes around the Brockeridge Centre in the Suffragette colours of purple and white, to celebrate centenary of Representation of the People Act, in which women were given the right to vote. A permanent planter has been sourced and will be put in situ in the grounds of the Brockeridge Centre, along with a plaque to commemorate the Suffragettes.

We reached out to the local primary schools in the village to see if we can collaborate with them on a "Park and Stride" scheme. Office staff will be following this up with the schools to help identify areas where parents / carers can park their cars safely, and from where the last stretch of the journey to school can be walked.

Unfortunately, the new year saw a leak at the cricket pavilion following a burst water pipe. Two ceilings had to be replaced, along with the lights in the showers and male toilets. New shower heads and tiles were fitted, along with new carpet being laid in the hallway and changing rooms. Staff worked hard to pull all of the logistics together to ensure all was fully functional in time for the start of the cricket season.

If this last year has been more inward facing, focussing on best practice, policies and procedures, I am hoping that next year we will be more outward and community facing. Council has budgeted to start a Neighbourhood Plan, and

has also committed a lot more to the funding of its youth services in the next year. We are looking forward to using Yate Town Council's Urbie bus for weekly outreach work with the older youths throughout the village, whilst also still running a more traditional style youth club for the younger youths. We will also start work on the levelling of the pitches at the park to make them more useable and less prone to flooding.

We always welcome feedback, comments and visitors to the Parish Council office (based in the Brockeridge Centre). We can be reached via our website: www.framptoncotterell-pc.gov.uk our Facebook page and you can now even follow us on Twitter @FramptonParish. You can call or drop into the Brockeridge centre during our opening times of 9am to 2pm.

It is a pleasure to report that the year has gone well and council has achieved some really positive things for the benefit of the whole community. I would like to thank councillors and staff for all of their hard work and dedication over the last year that has together made these achievements possible.

Naomi Bibi.

Clerk to Council.

Finance Report

This year the Councils focus was to ensure a healthy reserve as recommended which it has achieved and was able to keep the precept the same as last year. The band D equivalent being £130.32.

The Council has resolved to create a Finance and Governance Committee, this will help speed up the process of project and all expenditure in general. The tasks required by Full Council, for example setting the budget and precept, will remain the decision of Full Council.

The Council holds a healthy ear marked fund for all capital projects and hopes to investigate a funding strategy for those projects identified that will run over one financial year to another.

A valuation of both buildings owned by the Parish Council took place this year ensuring its fixed assets remain up to date and are suitably insured.

The Council is proud to have facilities that the local community can be proud of and will do all within its power and resources to maintain and improve them.

Kim Jefferies.
Deputy Clerk and RFO.

Key Barriers:

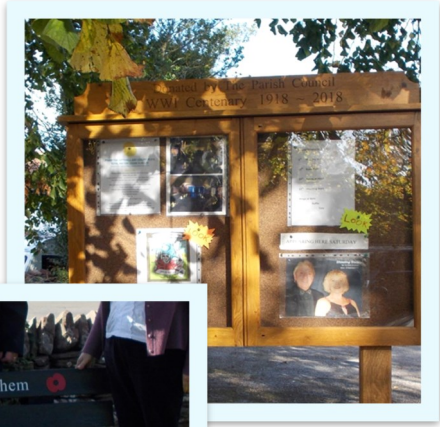
- Southern Brooks noticed that some young people who were not taking part in sessions were on the streets instead. To overcome this, Southern Brooks aimed to utilise social media as a tool to encourage more young people to take part in the sessions.
- Youth workers noticed lower numbers for the Tuesday sessions after many people moved into the senior session age bracket. To overcome this, Southern Brooks worked with local secondary schools to promote the sessions and distributed posters across social media to spread the word.

Highlights of achievements:

- Planted flowers with volunteers from Floral Friends, which helped young people respect the building and experiment with gardening.
- After issues with antisocial behaviour, Southern Brooks worked with young people to draw up new rules and procedures to minimise the issue.
- Encourage those in need of mental health support to regularly join the sessions. This has had a positive affect on health and wellbeing.
- Providing revision and exam advise to those who were becoming stressed during the busy exam season to help alleviate some of the pressure.
- Running discussion groups on LGBTQ+ community, with an open Q&A. After the session, many individuals of the group were very supportive of the LGBTQ+ community and were saddened by the way some LGBTQ+ groups are treated in other countries.
- Giving young people an active role in deciding the content of sessions, making them more enjoyable and engaging for everyone involved.

Project Highlights in Picture—2018 to 2019

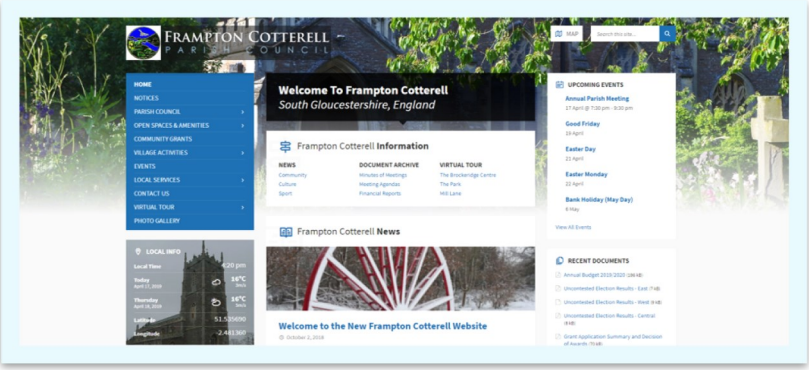
The Parish Council commemorating WW1



Planting flowers at the Brockeridge centre with Floral Friends and the Youth Group in the suffragette colours to commemorate 100 years since women could vote.

The installation of the new water fountain at The Park and joining the Refill Revolution Scheme **#RefillRevolution #RefillFramptonCotterell**

The launch of our new website! **www.framptoncotterell-pc.gov.uk**



The relaunch of our Centenary Field Biodiversity Project—watch this space for updates on the fields habitats and wildlife and how you can help!

Southern Brooks Youth Monitoring

Monitoring Report April Summary April to September 2018

The main aims of Southern Brooks youth work:

- **Rehearse and develop cognitive and social capabilities**
  To aid in developing cognitive and social capabilities, Southern Brooks have been supporting members of the youth group in social and community activities. One example of this is supporting young people to run their own face painting stall at the local dog show in Frampton to raise money for a trip to London.

- **Develop emotional intelligence and resilience**
  Southern Brooks have taken steps to develop emotional intelligence and resilience. They have organised discussion groups about drugs within Frampton and nearby areas. After these sessions, many young people requested first aid training in case anybody needed help after taking drugs, or if they became unwell. Southern Brooks have provided behaviour and mental health support to young people attending the sessions.

- **3. Improve the outcomes they achieve in education, training, employment, community engagement citizenship**
  To help youth group members achieve their goals, Southern Brooks have supported members through revision activities, career research and training opportunities. One example is offering older youth group members the chance to take part in a Level 2 Youth Work qualification or Level 2 Peer Mentoring qualification, as well as offering support for volunteering. Also, during the end of the last school year, the youth group discussed and researched future career plans with the youth workers.