

Minutes of the Meeting of the Finance and Governance Committee
12 June 2019 at 19:30
Held at the Brockeridge Centre, Woodend Road, Frampton Cotterell

Present: Councillors Mrs Walters (*Chair*), Mrs Allan, Clark, Halliday, D. Hockey (*part*), P. Hockey (*part*), Susan Tubey (*part*), Mrs Williams (*part*)

Also Present: Kim Jefferies (*Deputy Clerk*), Celia & John from *Floral Friends of Frampton*

1 Apologies for Absence

None received.

2 Evacuation Procedure

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

3 Declarations of Interest and Dispensations

None received

4 Election of Chair

Cllr Mrs Walters declared that she had signed her declaration of office but that as another councillor had indicated her request to be chair, was willing to resign. No such request was made to the meeting and Cllr Mrs Walters remained as chair of the committee. Councillors indicated that they were happy for Cllr Mrs Walters to remain as chair.

5 Election of Vice Chair

Cllr Mrs Williams indicated that she would like to be Vice Chair, with all in favour she was duly elected to the role.

Cllrs D and P Hockey joined the meeting

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

These were noted.

7 Submissions from the Public

Celia reported to the meeting that the existing planters around the village were showing signs of wear and tear. She felt that as the Council was discussing the replacement of its street furniture that she would request the Council also consider a replacement scheme for the planters around the village, incorporating a large reservoir to reduce the need for watering. She felt that in a village setting, a more natural looking product would be better but agreed entirely that re-cycled plastic was the way forward and offered to contribute toward them and agreed to discuss further options for planters with the Clerk.

The Chair thanked Celia and John for attending and agreed to bring the next item forward on the agenda.

Cllr Susan Tubey joined the meeting.

8 Civic Furniture Replacement Scheme

The Deputy Clerk presented a report on re-cycled furniture. Members agreed a scheme of replacement be drawn up to replace all planters and those with benches built in first and if funds allow council owned benches throughout the parish and finally litter/dog bins owned by the parish council. **RESOLVED:** that a scheme of replacement is drawn up to replace planters around the village in conjunction with FFF and that the council match fund those purchased by FFF in time for autumn.

9 Submissions from members

There were none.

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10 Sealing and signing of Parish Council Documents

The Deputy Clerk agreed to make the minor amendments raised to the documents and it was **RESOLVED**: that the Clerk initiate discussions with the landowners of Jubilee Allotments about a longer-term tenancy or possible purchase of the site to protect it for future years.

Members agreed that a meeting of the Park Development Working Group should be called, ideally within the next month.

11 Accounts/Finance

A list of payments made between 1st April and 30th April were presented for information having been duly signed by two councillors on the bank mandate as recommended by the auditor and were duly **NOTED**.

12 Asset Register/Insurance Renewal for 2019/20

The Deputy Clerk confirmed all amendments to the asset register along with the reinstatement of costs for both the Brockeridge Centre and The Pavilion and taken place and presented this years' policy, with Zurich Municipal, costs in the amount of £3,730.04 which were duly **NOTED**.

13 Bank Mandate

Information on how to join the bank mandate was circulated to members. All Councillors were requested to make an appointment with the office in order that the Deputy Clerk could make their on-line application. This was **NOTED** by members.

Councillors requested a training session on how to check a payment through the bank and how to reconcile the monthly expenditure with the bank.

14 Investment Strategy

The Deputy Clerk presented a draft strategy to members for their consideration. She explained that the strategy had been issued under the guidance of section 15(1)(a) LGA 2003 which was effective for financial years commencing on or after 1st April 2018. The definition of the investment covers all of the financial assets of a local authority as well as other non-financial assets that the council holds primarily or partially to generate a profit; for example, portfolios. The Deputy Clerk offered members a copy of the statutory guidance on local government investments (3rd edition).

RESOLVED: To adopt the strategy presented, to be reviewed in one year

15 CCLA Investment Scheme

Referring to *min 1384*, The Deputy Clerk issued members with the most up-to-date valuations from the CCLA for consideration. Members wished all other town and parish councils that invest with the CCLA be requested their views on the product and it was

16 RESOLVED: to collect the views of other town and parish councils. Request two independent financial advisors are sought in order to present to the committee. To request a presentation from NALC's financial advisor. Up to £500 be spent on fees for this information.

17 Beesmoor Road Playing Field Committee

Referring to *min 1510*, the Deputy Clerk explained that it had been resolved to grant fund the remaining costs associated with the installation of new play equipment at Beesmoor Road. Mrs Colechin (trustee of the committee) had submitted final costs involved and it was

RESOLVED: that grant funding in the amount of £11,500 be donated to Frampton Cotterell Playing Field Committee to complete the project to renew parish play equipment.

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18 Refill Revolution Scheme

The Community Project and Research Officer presented a report on the Councils' refill scheme and it was **RESOLVED:** that the materials required within the report items 1-4 to roll out the scheme, be purchased.

Members requested more information and exact costings for future events related to the scheme.

Cllr Mrs Williams left the meeting

19 Street Christmas Lighting Scheme

Three quotations were presented to the Council and it was **RESOLVED:** that pictures of all lights available from each company is emailed to councillors and the item is added to the next council agenda for a decision.

The Chair moved standing order 3x, to conclude the remaining items.

20 Bockeridge Centre internal lighting improvements

Further to *min 1428iv*, the advice of an expert had been sought and a report was presented along with a quotation for the work from KDJ Electricals to members for consideration. It was **RESOLVED:** that the quotation be accepted in the amount of £3,300 and that the lights are replaced with bright white LEDs and not soft white LED's.

21 Removal of dead Norway Maple Tree – The Park

Members received a report from the Tree Officer, SGC that the tree had died and that its removal was recommended. A quotation from the Councils' preferred supplier was sought and it was **RESOLVED:** to accept the quotation in the amount of £350

Members discussed gaining information from Chris Wright, arboriculturalist as to whether there is an English equivalent or native species that could be planted in its place.

22 Planning Appeal

Members received notification that a planning appeal had been lodged for P19/1032/F 14 Walter Road and that it was proceeding under the Householder Appeals Service. This was **NOTED.**

23 Planning feedback to date – see attached schedule**24 Planning:-
Planning Schedule – See attached schedule****25 Date of next Finance and Governance Meeting**

Wednesday 10th July 2019 at 7.30pm

The Chair closed the meeting at 10.00pm

JAW
10.7.2019

SCHEDULE OF PLANNING APPLICATIONS TO JUNE 12TH

SOUTH GLOS. REF/	APPLICATION	EXPIRY DATE	COMMENTS	DECISION
P19/6050/F	<p>1 Barley Close Frampton Cotterell Erection of a two-storey side extension to form 1 No. attached dwelling (Resubmission of P19/0201/F).</p>	24/07/19	<p>The proposed extension has no level access. The Council queries whether there is adequate parking provision for the new dwelling. The Council would like confirmation that the amenity space complies with the required standards. Does the remaining parking comply with the amount required for the existing property? "The Council understood that in order to build life-time homes that full disabled access should be provided on all new builds." This property is designed with step access.</p>	<p align="center">Objection</p>
P19/6058/CLP	<p>159 Beesmoor Road Frampton Cotterell Conversion of existing detached garage to form accommodation ancillary to the main dwelling.</p>	26/06/19		<p align="center">No objection</p>

[Signature]
10.7.2019

Frampton Cotterell Parish Council
The Brockridge Centre
Woodend Road
Frampton Cotterell
South Gloucestershire
BS36 2LQ

Contact: Customer Service Centre
Tel: 01454 868004
Our ref: P19/1032/F
(Please quote at all times)
Date: 3rd June 2019

TOWN AND COUNTRY PLANNING ACT 1990
APPEAL UNDER S78 AGAINST REFUSAL OF A HOUSEHOLDER APPLICATION

Dear Ms Bibi

LOCATION: 14 Walter Road Frampton Cotterell South Gloucestershire BS36 2FR

DESCRIPTION OF DEVELOPMENT: Erection of a two storey side extension to form additional living accommodation.

APPLICATION NUMBER: P19/1032/F

DOE APPEAL REFERENCE: APP/P0119/D/19/3228531

APPELLANT'S NAME: Mr And Mrs Rebecca And Cameron Bailey Price

START DATE: 31st May 2019

CASE OFFICER: Marie Bath

I am writing to let you know that an appeal against refusal of Planning permission has been made to the Secretary of State in respect of the above site. This appeal will be determined on the basis of **Written Representations**. The procedure to be followed is set out in Part 1 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009.

As this appeal is proceeding under the **Householder Appeals Service**, there is no opportunity for you to submit further comments. We will however forward on to the Planning Inspectorate and the appellants copies of all representations made to us in relation to the application, before it was determined. These will be considered by the Inspector when determining the appeal.

If you wish to withdraw any representations you made on the application, so that they are not taken into consideration by the Inspector, you must make this request directly to the Planning Inspectorate in writing within 4 weeks of the appeal's starting date. By emailing APOCT1@planninginspectorate.gov.uk or in writing to: Gary Durbin, The Planning Inspectorate, Temple Quay House, 2 The Square, Bristol, BS1 6PN.


The Planning Inspectorate will publish details of the appeal, including copies of representations received. This may include your name and address, if you object to publication in this way, please contact as above.

The appeal documents can be inspected on the Planning Portal at <https://acp.planninginspectorate.gov.uk>

The Planning Inspectorate aims to deal with appeals which follow the procedure described above within 8 weeks of the appeal starting date. When made, the decision will be published on the Planning Portal.

Strategic Planning, South Gloucestershire Council, Department For Environment And Community Services, PO Box 1954, Bristol, BS37 0DD

Telephone: 01454 868004 Email: planningapplications@southglos.gov.uk

 10.7.2019

Feedback to 12th June 2019

PT18/6313/R Land to The East Of Park Lane Coalpit Heath

Erection of 204 no dwellings with landscaping, appearance, layout, scale and associated works. (Reserved matters application to be read in conjunction with Outline Planning Permission PT17/0215/O).

Amended plans received by the Council on 23 May 19

P19/3326/F 14 Harris Barton Frampton Cotterell

Erection of a two-storey rear extension to form additional living accommodation.
Councils decision is: Approve with Conditions.

P19/3662/F 135 Park Lane Frampton Cotterell

Erection of single storey rear extension to form additional living accommodation.
Councils decision is: Approve with Conditions.

P19/3722/F 47 Lower Chapel Lane

Installation of raised platform to the front elevation of existing garage.
Councils decision is: Approve with Conditions

P19/4677/F 8 Mill Close

Demolition of existing garage and utility room. Erection of a single storey side extension to form additional living accommodation. Installation of 1no. rear dormer to facilitate loft conversion.


Councils decision is: Approve with Conditions.

P19/1032/F 14 Walter Road

Description: Erection of a two-storey side extension to form additional living accommodation.

DOE Appeal Ref: APP/P0119/D/19/3228531

I am writing to let you know that an appeal against refusal of Planning permission has been made to the Secretary of State in respect of the above site. This appeal will be determined on the basis of Written Representations


10.7.2019

P19/2867/CLP The Lake Trench Lane Winterbourne

Erection of clubhouse.

Councils decision is: Approve with Conditions.

Weekly List of Enforcement Complaints

27/05/2019 to 02/06/2019

COM/19/0420/OD 3 Wayside Close

Creation of loft conversion to provide additional room.

28/05/2019

COM/19/0437/OD Waterworks Church Close

Building being erected and trees removed.

31/05/2019

SAWALBS
10th July 2019