



NOTICE OF A MEETING OF THE PARISH COUNCIL

PUBLIC AND PRESS ARE WELCOME

A remote Extra Ordinary meeting of **FRAMPTON COTTERELL PARISH COUNCIL** to be held on **Wednesday 30th September 2020 at 7.30pm**. This meeting will be held using the **Zoom platform**

<https://us02web.zoom.us/j/89262833912?pwd=ZUbnYjNDdzhTMWc0S3E1aXkxd2lTdz09>

All attendees should try to join the meeting 10 minutes prior to the start of the meeting to allow for any connection problems. Attendees are reminded that the Proceedings of this meeting may be filmed and recorded

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: the Code of Conduct and the 7 Principles of Public Life, Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime and Disorder, Health and Safety, and Human Rights

Cllr L Williams
Chairman to the Parish Council

25th September 2020

A G E N D A

1. To receive apologies for absence
2. To receive any Declarations of Interest and any requests for Dispensation
3. To approve the minutes of the Parish Council meeting held on 24th September 2020
4. To receive the Chair's Announcements
5. To receive submissions from the public
6. To discuss the sale of the land near the area known as Black Rocks off Mill Lane and agree actions
7. To respond to the following consultations:
 - a. ~~Changes to the current planning system~~ (NALC deadline for responses ~~October~~ ^{1st} October)
 - b. Planning for the future - the planning white paper (NALC deadline for responses 15 October)
 - c. Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16 October).
8. To receive a report on Parish Council experiences of recording of meetings
9. To receive an update on the Pitch Improvement Project and agree actions

FRAMPTON COTTERELL PARISH COUNCIL

MINUTES OF FRAMPTON PARISH COUNCIL EXTRA ORDINARY REMOTE MEETING HELD 24th SEPTEMBER 2020

PRESENT: Cllrs L Williams (Chair), T Clark, E Pennell, D Goodwin, P Hockey, D Hockey, P Crocker, M Bridgland, D Williams, T Niblett.

APOLOGIES: None

IN ATTENDANCE: A Durn (Clerk)

FC.19.1743 To receive apologies for absence

There were no apologies.

FC.19.1744 To receive any Declarations of Interest and any requests for Dispensation

Cllr L Williams – repair of wall

FC.19.1745 To vote on the appointment of the Vice Chairman of the Parish Council

It was RESOLVED to vote Cllr Tristan Clark as Vice Chairman of the Parish Council

FC.19.1746 To approve the Minutes of the Parish Council meeting held on 9th September 2020

It was proposed to amend the time of close of meeting to 9.59pm.

It was RESOLVED to approve the amendment and the Minutes of 9th September 2020 as a true and correct record.

FC.19.1747 To receive the Chair's announcements

The Chair gave the following report:

- Congratulations and well done was given to the Project Officer on achieving the Introduction to Local Council Administration (ILCA) certificate.
- It had recently been brought to the Council's attention that the land known as Black Rocks off Mill Lane is being offered at auction at 3rd November 2020. She asked councillors for their first thoughts. There was a discussion on: how to engage and consult with the community on their views of whether they wished the Parish Council to acquire the land; further research with South Gloucestershire Council on options, legal process, valuations, barriers, and timescales.
- She would be calling an Extra Ordinary Meeting on 30th September 2020 at 7.30pm to discuss Black Rocks sale as well as other items

FC.19.1748 To receive the Clerk's report

The Clerk gave the following report:

- IT update on the resolution of problems
- Council website is being updated and being made compliant with accessibility requirements
- Councillor inductions had been held.
- Finance training will be held by the RFO
- The priority setting and budget preparation is to commence
- The page article for Frome Valley Voice has been sent to the publishers to include an update on the Pitch Improvement Project, Dick King Smith bench, Scarecrow Trail, call for new councillors, and call for ideas for the Parish
- Update on events: Scarecrow Trail and Christmas
- Silverhill School had closed and no further information received on play equipment

FC.19.1749 To receive submissions from members of the public

There were no submissions.

FC.19.1750 To note the Minutes from Committees:

a. Staffing Committee held on 10th September 2020

Noted

FC.19.1751 To receive the District Councillors' report

The District Councillors gave the following report:

Black Rocks to be Sold at Auction

Part of the Frome Valley Walkway, known locally as Black Rocks, is due to be sold at auction on 3rd November. We have contacted officers in South Gloucestershire Council's Property Services team to get answers on the eligibility requirements and statutory limitations that govern Community Right to Bid applications under the Localism Act 2011.

Consultations

The School Streets scheme on Rectory Road that was designed to allow parents to maintain social distancing when dropping off and picking up their children at Frampton Cotterell C of E Primary School is now operating. It is happening under an Experimental Traffic Order (ETO). The public consultation that is running alongside the ETO can be found at https://consultations.southglos.gov.uk/consult.ti/FC_SS_ETO. Residents have until 1st March 2021 to submit comments about this is working in practice.

South Gloucestershire Council has drafted two new Supplementary Planning Guidance documents. The first is on householder extensions and the second concerns barn conversions. The consultation for these documents closes on 18th October. Further information can be found at https://consultations.southglos.gov.uk/consult.ti/SPD_HH_20/ and https://consultations.southglos.gov.uk/consult.ti/SPD_BC20.

The Statement of Community Involvement (SCI) sets out the way South Gloucestershire Council will involve the local community, stakeholders, and statutory bodies in the preparation of new planning policy documents and in consultation on planning applications.

The SCI was last updated in January 2015. A refresh of the 2015 SCI is in the process of being undertaken, which takes account of updated regulations, new digital solutions, benchmarking of other authorities and the COVID-19 pandemic. This consultation ends on 18th October and can be found at <https://consultations.southglos.gov.uk/consult.ti/SCI2020>

South Gloucestershire Council has carried out work to pedestrianise Thornbury High Street and to install new cycling lanes to the west of Yate (on Badminton Road and Station Road). Both schemes involved the use of Experimental Traffic Orders (ETOs) which have a statutory requirement for public consultations to run simultaneously alongside of them. At the end of the ETOs eighteen month duration the changes that have been implemented may become permanent. The details of the Thornbury consultation can be found at https://consultations.southglos.gov.uk/consult.ti/PT.6609_Thornbury_High_St._E.T.O and runs until 31st January 2021. The Yate cycle lane consultation can be found at <https://consultations.southglos.gov.uk/consult.ti/StationCycle>. It ends on 24th February 2021.

Parish Councillors asked for an update on the following:

- Harris Barton footpath
- Harris Barton cycle path
- Harris Barton bridlepath
- Real Time Information in bus shelter

District Cllr Clark responded he would check with the appropriate South Gloucestershire Officers and feedback the latest update.

The Chair thanks the District Councillors for their report.

- FC.19.1752 To receive a verbal update on the Deeds re the ivy wall at the Park and agree actions**
A boundary specialist had been contacted and the research is in progress. A report would be brought back to Council and the landowners of the wall.
- FC.19.1753 To receive a request re Ridings Road play area from a resident and agree actions**
There was a discussion on the Play Strategy which had been published in 2014. There was a discussion on the Merlin development and the removal of the bin.
It was RESOLVED:
- to request South Gloucestershire Council do an audit of all dog and litter bins in the Parish and the Parish Council asset register updated accordingly. Approval of costs to be delegated to the Clerk and Responsible Finance Officer to report back to the Finance and Governance Committee.
 - To request Bromford HA (previously known as Merlin) to replace the bin that was removed
 - To discuss the Play Strategy 2014 at the budget preparation meetings
- FC.19.1754 To receive a verbal report on Parish Council experiences of recording of meetings**
Cllr P and D Hockey left the meeting
It was RESOLVED to defer to the next Full Council meeting.
- FC.19.1755 Planning**
- a. To review planning application schedule and agree responses:**
- i. P20/16178/F: 357 Church Road: Erection of single storey side link extension to provide additional living accommodation**
It was RESOLVED to make no objection
- ii. P20/16179/TRE: Lavinia, 46 Footes Lane: Works to crown reduce 1 no. Magnolia Virginiana tree by 1m in height and 2m in radial spread to leave a height of 7m in height and 6m in radial spread. Tree covered by SGTP0 19/12 and dated 05/12/2012.**
It was RESOLVED to refer the decision to the South Gloucestershire Council Tree Officer
Cllr M Bridgland left the meeting
- iii. P20/16375/F: 22 Watermore Close: Erection of single storey front extension and two storey rear extension to form additional living accommodation. Installation of front and rear dormers to facilitate loft conversion. Demolition of existing garage and erection of garden store.**
It was RESOLVED to make no objection
Cllrs P and D Hockey joined the meeting
- iv. P20/16762/NWA: 32 Blackberry Drive: Non Material Amendment to planning permission P19/16538/F alteration to ground floor to enclose area and amend roof light details**
It was RESOLVED to make no objection.
- b. To note the planning feedback to date including breaches, appeals, and enforcement complaints**
There was no report.
- FC.19.1756 To vote councillors on to the Finance and Governance Committee and to vote for Chairman**
It was RESOLVED to vote:
- Cllrs D Williams and T Niblett on to the Finance and Governance Committee
 - Cllr D Williams to be Chairman of the Finance and Governance Committee

- FC.19.1757 To review and agree the Budget Working Group Terms of Reference and agree membership**
There was a discussion on possible options of structure to discuss and recommend proposals for priorities, plans, and budgets for 2021 to 2024.
It was RESOLVED to hold informal hybrid meetings for all councillors on possible projects, priorities, and resources required with the Budget Working Group to be determined when required. The first meeting to be held as soon as practicable and for the Clerk and RFO to work together on supporting information and reports including projects and contracts previously committed and proposed.
- FC.19.1758 To vote a councillor on to the Staffing Committee**
It was RESOLVED to vote Cllr P Crocker on to the Staffing Committee.
- FC.19.1759 To vote councillors on to the Youth Services Committee**
It was RESOLVED to vote Cllr P Crocker on to the Youth Services Committee
There is one vacancy which is available for new councillors that are co-opted to the Parish Council
- FC.19.1760 Health and Safety:**
- a. To receive the Audit and Assessment reports and policies**
 - b. To agree to a councillor(s) to work with the Clerk to review the reports and policies and action**
 - c. To bring a report to the next Full Council meeting**
The reports were received. No comments were made.
It was RESOLVED for the Clerk to bring a report to a future Council meeting.
- FC.19.1761 Finance**
- a. To receive the report on S106 agreement**
 - b. To commission a report on costings for Area 1 from GLDM to complete the Expressions of Interest for funding**
 - c. To approve expenditure for (b) ensuring costs are within Earmarked Reserves budget**
 - d. To approve delegation for (b) and (c) to the Clerk and Cllr D Goodwin**
The report was received, and queries raised on the inclusion of tennis courts in the project.
It was RESOLVED to
 - Clarify the inclusion of tennis courts in the Area 1 project
 - delegate authority to the Clerk and Cllr D Goodwin to:
 - commission an updated report on costings for Area 1 of The Park from GLDM to complete the Expressions of Interest for funding
 - approve the expenditure of commissioning the report within the Earmarked Reserve budget allocation
- FC.19.1762 To receive a report on the Pitch Improvement Project and agree actions**
The Steering Group Minutes were received and an update on the Project given. There was a discussion on the report from Bristol Water on the non-compliance to the latest water regulations of the irrigation pipe to the cricket square in Area 1. It was noted that Water Matters were the preferred supplier recommended by Bristol Water and that they had previously carried out satisfactory work for the Parish Council.
It was RESOLVED to agree to the quote from Water Matters and commission the work to ensure the compliance of water regulations of the Area 1 cricket pitch.
- FC.19.1763 To receive the South Gloucestershire Council tree planting plans for the Parish and agree actions**
The report was welcomed by the Council.
It was RESOLVED to agree to the recommendations in the proposal and for the project to be completed in the Parish.
- FC.19.1764 To respond to consultations:**

a. Planning systems

It was RESOLVED for councillors to review the consultations and pass to Cllrs P and D Hockey and T Clark for them to discuss and provide recommendations to the Extra Ordinary Council meeting on 30th October 2020

b. Thornbury High Street

It was RESOLVED for Councillors to respond to the consultation as individual councillors.

The meeting closed at 9.36pm.

DRAFT

FCPC Extra Ordinary Meeting 30th October 2020
Sale of Black Rocks

Sale of land known as Black Rocks off Mill Lane

The land known as Black Rocks near to the Centenary Fields off Mill Lane is due to be auctioned on 3rd November 2020

<https://www.rightmove.co.uk/commercial-property-for-sale/property-73442304.html>

Consultation with the community has commenced and responses are being collated.
The Parish Council is to discuss and agree actions.