

**FRAMPTON COTTERELL PARISH COUNCIL**

**MINUTES OF FRAMPTON PARISH COUNCIL REMOTE MEETING HELD ON 26th NOVEMBER 2020 AT 7pm**

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

**APOLOGIES:** District Cllr C Young

**IN ATTENDANCE:** District Cllr Jon Lean, A Durn (Clerk), K Jeffries (Deputy Clerk/RFO)

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**FC.19.1820 To receive and accept apologies for absence**

There were no apologies from Parish Councillors. District Cllr C Young sent her apologies.

**FC.19.1821 To receive any Declarations of Interest and any requests for Dispensation**

There were none received.

**FC.19.1822 To approve the minutes of the Parish Council meetings held on 12th November 2020**

It was RESOLVED to approve the minutes of the Parish Council meeting held on 12<sup>th</sup> November 2020.

**FC.19.1823 To receive the Chair's Announcements**

The Chair reminded Council of the importance of the informal business meetings on 3<sup>rd</sup> and 10<sup>th</sup> December 2020 as part of the preparation for the budget setting for 2021/22.

**FC.19.1824 To receive submissions from the public**

There were no submissions received.

**FC.19.1825 To note the Minutes from Committees:**

**a. Staffing Committee held on 19th November 2020 (draft)**

The draft Minutes for the Staffing Committee meeting held on 19<sup>th</sup> November 2020 were noted.

**FC.19.1826 To receive the District Councillors' report**

The District Councillors presented the following report:

**Start Date of Phase 1 Consultation on South Gloucestershire Local Plan**

The Phase 1 Consultation is an elementary exercise exploring and discussing the issues, challenges and approaches that could inform our new Local Plan. The consultation will run for 12 weeks from Friday 27<sup>th</sup> November 2020 until Monday 1<sup>st</sup> March 2021. Due to Covid-19 and the current national lockdown this consultation will be entirely digital for the early part of December although his situation will be kept under close review should circumstances significantly improve.

This consultation seeks people's views on:

- the issues and priorities that should shape the Council's plans for the next 15 years
- how the Council determines its choices (e.g. where to locate large numbers of new homes and jobs, how to protect and enhance our built and natural environment, which areas to protect from adverse growth/change, etc.).
- how to approach growth and change in our existing urban areas
- how we can start considering growth and change in our rural communities
- the range of planning policies to be included in the new Local Plan
- early drafts of some policies (e.g. climate change, design, parking, etc.)

This first consultation will not address the overall housing requirement or where major development will be directed, nor will it suggest any revisions to the Green Belt or defined settlement boundaries.

Instead it is about early ideas, discussions and suggested approaches which will inform subsequent drafting stages.

To explain the role and content of this consultation South Gloucestershire Council intends to hold digital briefing and Q&A sessions for district councillors, town/parish councillors and their clerks in early to mid-December. Invites to these online sessions, along with further information about the Local Plan consultation, will be sent out soon.

The consultation documents and supporting information will be available from Friday 27<sup>th</sup> November at [www.southglos.gov.uk/newlocalplan](http://www.southglos.gov.uk/newlocalplan)

### **West of England Spatial Development Strategy (SDS) Engagement**

The West of England Combined Authority (WECA) is asking residents in the West of England for their views about the future of the region, to ensure the region is a greener, more connected place to live and work. The feedback will help shape a Spatial Development Strategy that will make sure that homes, employment spaces and transport links are planned in the right places over the next 20 years.

The preliminary survey can be found at <https://consultation.westofengland-ca.gov.uk/infrastructure/the-spatial-development-strategy/>. It takes no longer than 20 minutes to complete and ends on Monday 14<sup>th</sup> December 2020. Any residents requiring a paper copy or the information in an alternative format can call 0117 428 6210 or email [planning@westofengland-ca.gov.uk](mailto:planning@westofengland-ca.gov.uk).

Once the draft is completed and published in 2021, the SDS will be subject to a full statutory consultation, providing residents an opportunity to formally comment on the detail of the proposed plan. If it is successfully adopted, it will determine development at the macro level across the region; it will sit above the four respective Local Plans which deal with development at the micro level.

### **The Current Spread of Covid-19 and New Mobile Testing Sites**

Before the announcement of the current national lockdown, South Gloucestershire Council had already written to Government, requesting to be placed into the Tier 2 or 'High' level of alert. The council acted as cases became more widespread across the region rather than confined to a few areas (e.g. the UWE campus). The number of cases in older people, who are at greater risk of complications, are also rising. The 7-day infection rate within South Gloucestershire between 9<sup>th</sup> and 15<sup>th</sup> November has plateaued at 342 per 100k. This is significantly above the average in England; it is unlikely, unless this substantially decreases, that our area will return to Tier 1 when the national lockdown concludes. The latest data is at <https://beta.southglos.gov.uk/covid-19-dashboard-for-south-gloucestershire/> and at <https://coronavirus.data.gov.uk/details/interactive-map>.

South Gloucestershire Council has identified a number of new sites that are suitable to host Mobile Testing Units (MTU's). These have now been approved by the Department of Health and Social Care (DHSC), which means that testing could be available in more parts of the district. MTU's are allocated on a weekly basis by DHSC based on demand and availability. Beginning on Thursday 19<sup>th</sup> November, MTU's will be set up in the car park at Cleve Rugby Football Club in Mangotsfield and from Friday 20<sup>th</sup> November at The Ridings Car Park, Wickwar Road, Chipping Sodbury. Residents must not turn up at the site if they have not booked an appointment beforehand. Anybody who turns up without an appointment will be turned away. Residents should book to take a test if they develop symptoms of coronavirus.

### **Illegal Rave at the Stover Road Trading Estate**

On Saturday 31<sup>st</sup> October between 500 and 700 people gained unauthorised access to a warehouse on the Stover Road Trading Estate in Westerleigh parish where an illegal rave took place. This was contrary to the current COVID-19 restrictions in South Gloucestershire and there was negligible

social distancing amongst attendees. Officers from the Avon & Somerset Police arrived at the scene at 10.35 p.m. but were greatly outnumbered and targeted with high levels of violence from the gathered crowd. After drafting in officers from neighbouring constabularies the site was finally secured on Sunday evening. Twelve individuals have been arrested and two of these have subsequently been fined £10,000 for organising the event. The investigation into these events is ongoing. Officers are currently reviewing bodycam footage and other evidence with the aim of bringing further prosecutions.

This has understandably received widespread attention in the local and national news. District Cllr Claire Young pressed the Executive of South Gloucestershire Council on their response at their meeting on the following Monday stating that *“Local people are understandably angry and concerned, it’s a real kick in the teeth to all those who have been trying so hard to stick to the rules to keep our area as safe as possible. How this is dealt with will set the tone for the coming weeks”*. Whilst the warehouse itself remains a crime scene the area around it has now been cleaned up by officers from StreetCare. At a briefing with Chief Constable Andy Marsh on Wednesday 4<sup>th</sup> November we impressed upon him the importance of the police working with partner organisations and the local community, not only to secure further arrests and fines, but also to prevent a similar recurrence during the ongoing pandemic. As responsible residents continue to abide by the exacting COVID-19 restrictions it is vital for there to be effective communication between police and the community; this is to ensure that super spreader events are stopped before they can occur and that the organisers of such gatherings are identified to the police as early as possible.

### **South Gloucestershire Council Consults on its Budget for 2021/22**

In the past decade South Gloucestershire Council has needed to make tens of millions of pounds worth of cuts as funding from central government has been stringently cut. The COVID-19 pandemic has added to the financial strain on the council’s budget, increasing the demand for council services whilst cutting income. Officers do not yet know how much additional funding the council could receive from the Government to alleviate this unforeseen financial burden. Next year’s budget consequently remains a provisional work in progress

You have until Sunday 3<sup>rd</sup> January 2021 to tell South Gloucestershire Council what you think about its budget, council tax proposals and savings plan for next year. You can find the consultation at <https://consultations.southglos.gov.uk/consult.ti/Budget2021/>.

### **Consultations**

South Gloucestershire Council is asking residents for their views on the first stage of plans to upgrade cycling provision on the Badminton Road (A432) between Yate and the ring road.

The proposed scheme has been broken into 4 stages:

- Stage 1 – Nibley Lane to Coalpit Heath
- Stage 2 – Coalpit Heath to A4174 Ring Road
- Stage 3 – Nibley Lane to Stover Road
- Stage 4 – Coalpit Heath Village

The current cycle lanes on the A432 fall well below the standards now required by the Government. This scheme would improve the route for existing cyclists as well as aiming to encourage more to cycle as an alternative to taking the car. This consultation focuses on the first stage of improvements between Nibley and Coalpit Heath. Residents can find out more at [https://consultations.southglos.gov.uk/consult.ti/A432\\_Badminton\\_Road\\_Cycling\\_ST1](https://consultations.southglos.gov.uk/consult.ti/A432_Badminton_Road_Cycling_ST1). This consultation closes on 4<sup>th</sup> December.

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](https://consultations.southglos.gov.uk/consult.ti/PT.6609_Thornbury_High_St._E.T.O) and runs until 31<sup>st</sup> January 2021. The Yate cycle lane consultation can be found at <https://consultations.southglos.gov.uk/consult.ti/StationCycle>. It ends on 24<sup>th</sup> February 2021. The Chair thanked the District Councillors for their report and the Council agreed to discuss the Local Plan at the item on the agenda.

**FC.19.1827 Planning:**

**a. To review planning applications schedule and agree responses**

**P20/20728/F – 8 Downfield Drive: Erection of single and two storey rear and side extension and extension to existing rear dormer to form additional living accommodation.**

It was RESOLVED that the Parish Council notes the objection from a neighbour. The parish council requests that the case officer confirm that these proposals comply with PSP8, PSP38 and the 'Technical Advice Note: Assessing Residential Amenity' with regards to impact on the residential amenity of neighbouring properties.

**P20/21211/CLE - Land to the Rear Of 470 Church Road: Continued use of land as residential amenity land (Class C3).**

It was RESOLVED to make no objection.

**P20/21653/F – 1 Barley Close: Erection of a two-storey side extension to form 1 no. attached dwelling (Resubmission of P19/6050/F)**

It was RESOLVED that the Parish Council objects to this application. To overcome the refusal of P19/6050/F the applicants are seeking to unlawfully take ownership of part of the public highway to provide additional private amenity for the proposed new dwelling. The public footpath is to be shifted northwards rather than being merely reinstated in its original position. This is evident from both the Policies Map of South Gloucestershire Council as well as the submitted documentation for both P19/6050/F and P20/21653/F.

**P20/21901/F – 219 Park Lane: Erection of single storey rear extension to form additional living accommodation.**

It was RESOLVED to make no objection.

**P20/22078/LB – Northwoods House, Old Gloucester Road: External works to install an electric vehicle charging point.**

It was RESOLVED to make no objection.

**P20/22543/F - 55 Frampton End Road: Conversion of existing garage to create Annexe ancillary to main dwelling house. (resubmission of P19/19430/F)**

It was RESOLVED that if there was a planning condition tying the proposed annexe to ancillary usage by the owners of the main dwelling, the Parish Council would have no objections to this application.

**P20/00010/MOD – Watermore Junior School, Lower Stone Close: Modification to Section 106 agreement attached to planning permission PT18/0930/R30**

It was RESOLVED to make no comment.

**P20/21552/F – 57 Sunnyside: Erection of single storey rear extension to form additional living accommodation.**

It was RESOLVED to make no objection.

It was RESOLVED to ratify the following comments:

**P20/20999/F - 115 Park Lane: Erection of a single storey side and rear and first floor rear extension to form additional living accommodation. Installation of 1no. Rear dormer to facilitate a loft conversion.**

No objection

**P20/21231/CLP - 23 South View: Erection of single storey detached garden room.**

No objection.

- b. **To note the planning feedback to date including breaches, appeals, and enforcement complaints**  
Noted.

**FC.19.1828 Pitch Improvement Project:**

**a. To receive an update**

An update was given on the contractor's new staff contact and the action scheduled for the completion of the outstanding works of the ducting and the car park repairs.

**b. To note the Drainage Steering Group meeting notes**

There was a discussion on the project feedback, and comments on having a path around the park and to continue to develop a close working relationship were welcomed. It was agreed that clubs should be involved in a Pavilion Working Group if formed.

**FC.19.1829 To agree the Scheme of Delegation**

Deferred to a future meeting

**FC.19.1830 To agree to the office closure for Christmas**

It was RESOLVED that the Parish Council office would be closed on 24<sup>th</sup> December 2020 and would re-open on 4<sup>th</sup> January 2021.

**FC.19.1831 To agree to purchase a shared community noticeboard at St Peters Church**

The noticeboard was beyond economic repair and needed to be replaced.

It was RESOLVED to purchase a large community noticeboard and work with St Peters Church PCC on the design and wording of the board to include that it was sponsored by the Parish Council. It would be funded from the Civic Furniture budget or the use of CIL.

**FC.19.1832 To agree to apply for Special Nature Conservation Interest status for the Centenary Field**

Thanks were given to Cllr Clark and the Project Officer for their report.

It was RESOLVED to agree to apply for Special Nature Conservation Interest status for the Centenary Field.

**FC.19.1833 Climate and Nature Working Group:**

**a. To agree the Terms of Reference**

It was RESOLVED to agree to the Terms of Reference for the Climate and Nature Working Group

**b. To note the draft meeting notes of the inaugural meeting on 17th November 2020**

The draft meeting notes were noted.

**FC.19.1834 To review the Litter and Dog Waste Bin survey and agree actions**

South Gloucestershire Council was thanked for their comprehensive report. There was a lengthy discussion on the type of bins, their location, and the inclusion of the community in the design.

It was resolved for the Clerk to bring proposals back to a future Council meeting.

**FC.19.1835 To receive the External Auditor Report on completion of 2019/20 audit**

The report and the Notice of Conclusion was noted. The Notice would be published on the Council website.

It was RESOLVED to authorise the invoice of £960 for payment.

**FC.19.1836 To agree to the annual subscription for the Adobe software business package**

It was noted that the software had improved document management.

It was RESOLVED to agree to an annual subscription for the Adobe software business package.

**FC.19.1837 To agree to the proposals arising from the business planning meetings:**

**a. To commission a feasibility report on installing a path around the Park**

**b. To obtain quotations for an awning at the Bockeridge Centre**

- c. To contact South Gloucestershire Council on opportunities with the devolution of land in Frampton Cotterell to the Parish Council
- d. To agree to the formation of a Pavilion Working Group and agree membership with Terms of Reference to be agreed at a future meeting

Due to time constraints, it was RESOLVED to defer these items to the next Council meeting

**FC.19.1838 To note the resignation of Cllr Hockey from the Finance & Governance Committee**

Due to time constraints, it was RESOLVED to defer this item to the next Council meeting

**FC.19.1839 To agree substitute councillors for the following Committees:**

- a. Finance & Governance
- b. Youth Services
- c. Staffing

Due to time constraints, it was RESOLVED to defer these items to the next Council meeting

**FC.19.1840 To agree to the following changes to the Finance & Governance Terms of Reference:**

- a. That membership is changed from 11 councillors to six councillors
- b. That the quorum is changed from 5 councillors to 3 councillors
- c. To vote on a Vice Chairman of the Finance & Governance Committee

Due to time constraints, it was RESOLVED to defer these items to the next Council meeting

**FC.19.1841 To agree the following recommendations from the Finance & Governance Committee meeting on 15th October 2020:**

- a. To note the FACE Youth Services contract to 31st March 2020
- b. To receive an update on the ash dieback survey
- c. To receive the report on ALCA subscription

Due to time constraints, it was RESOLVED to defer these items to the next Council meeting

**FC.19.1842 To respond to consultations:**

- a. South Gloucestershire Council Local Plan Phase 1 – Issues and Approaches
- b. West of England Combined Authority -West of England Spatial Development engagement
- c. A432 Badminton Road – Yate to A4174 Ring Road Reallocation of road space for cycling – Stage 1

There was a discussion on the importance of the strategic planning consultations and the need for review and discussion. There are to be a series of consultations and briefings over the next 18+ months on the Local Plan and the Spatial Development Plan. It was felt that it was important that the newly formed Climate and Nature Working Group should also be involved in the consultations. Councillors were reminded of the forthcoming briefings for the Local Plan plus the West of England Placemaking Charter event.

It was RESOLVED to form a Strategic Planning Working Group with a membership of Cllrs L Williams, T Clark, D Williams, T Niblett, D Goodwin, P Hockey to make recommendations to Council.

**FC.19.1843 EXEMPT ITEMS: Prior to consideration of the following agenda items, councillors are invited to pass the following resolution:**

**Pursuant to the provisions of the Public Bodies (admissions to Meetings) Act 1960 (as extended by S100 of the Local Government Act 1972), the Press and Public be excluded from the meeting for the following items of business on the grounds that its consideration would involve the disclosure of exempt information**

It was RESOLVED to exclude the Press and public.

**FC.19.1844 To receive an update on the sale of land near Black Rocks and agree actions**

There was a lengthy discussion on the response to date, implications, and options.

It was RESOLVED to agree with the resolution made at FC.19.1807:

It was RESOLVED to agree in principle to buying the land subject to the solicitor receiving a satisfactory response to his queries.

It was RESOLVED to call an Extra Ordinary meeting if there is a need for Council action.

Meeting closed at 9.07pm