

**FRAMPTON COTTERELL PARISH COUNCIL**

**MINUTES OF FRAMPTON PARISH COUNCIL REMOTE MEETING HELD ON 17<sup>th</sup> DECEMBER 2020 AT 7pm**

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

**APOLOGIES:** Cllrs L Williams, E Pennell plus District Cllrs C Young, J Lean.

**IN ATTENDANCE:** 4 members of the public, 2 representatives of the Solar Farm project by BayWa-r-e., A Durn (Clerk), K Jefferies (Deputy Clerk and RFO)

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**FC.19.1853 To receive and accept apologies for absence.**

Apologies from Cllrs L Williams and E Pennell were received and accepted.

**FC.19.1854 To receive any Declarations of Interest and any requests for Dispensation**

There were none received.

**FC.19.1855 To approve the minutes of the Parish Council meetings held on 26th November 2020, and the Extra Ordinary meeting on 8<sup>th</sup> December 2020.**

It was RESOLVED to approve the Minutes of the Parish Council meetings on 26<sup>th</sup> November 2020 and 8<sup>th</sup> December 2020 as a true and fair record.

**FC.19.1856 To receive the Chair's Announcements**

The Chair reported:

- a. The memorial bench to Dick King-Smith has been installed and looks spectacular. The following were thanked:
  - i. The sculptor Andy O'Neill of Wildwood Carving for his amazing craftwork and artistry.
  - ii. The Council's Project Officer, Daisy Finnear, for her design, and for partnership working with the sculptor, Westerleigh Parish Council, and South Gloucestershire Council
  - iii. Westerleigh Parish Council for funding 50% of the costThere will be a full launch when the pandemic restrictions are lifted.
- b. There is an access dispute on the border of Westerleigh at 23/25 Church Road which has been fenced off. It has been referred to the South Gloucestershire Council Planning Enforcement Team for investigation.

**FC.19.1857 To receive submissions from the public:**

- a. **Letter of thanks from a resident regarding the Christmas lights**

The letter was noted.

- b. **Hedge at Ryecroft Road/Goose Green**

Two members of the public attended regarding a letter received from South Gloucestershire Council that had been received about the boundary hedge to their property. The hedge is regarded locally as a landmark, it is approximately 40 years old and 5m high. The hedge is used by the local wildlife and shields the residents from noise of traffic. The residents had cut back the hedge within the limits of not damaging it and have a regular maintenance programme. The hedge is next to a sloping path that has a handrail. It has been suggested to South Gloucestershire Council to level the path and the handrail moved to create more room on the path, but they have stated that there is no budget availability. The residents had written to South Gloucestershire Council and were waiting for a response, they had also written to Luke Hall, MP. They asked the Parish Council for support. There followed a discussion with councillors and the residents. Councillors were invited to visit the site and were welcomed to ask the residents any questions after their visit.

It was RESOLVED to write to South Gloucestershire Council asking them to delay any action to allow the Council to discuss more fully at the next meeting in January 2021.  
The 2 members of the public were thanked for their attendance and submission.

2 members of the public left the meeting.

**c. Christmas Lights Trail**

A complaint had been received on the inclusion of an address in the Christmas Light Trail and an alleged breach of the Data Protection Act. The complaint had been reported to the Information Commissioner's Office and the volunteer contacted to confirm the deletion of contact details. An update will be brought back to a future Council meeting.

**FC.19.1858 To receive a pre-application presentation from BayWa-r-e. on the proposed solar farm at Perrinpit Farm**

A presentation was given on the background to the farming of the land and the need to diversify to continue farming whilst contributing to meeting carbon neutral targets. Letters had been sent to neighbouring properties as part of the engagement and consultation with the local community. The consultation was being affected by the pandemic restrictions. The presentation went into more detail on the proposed solar farm and the energy it was estimated to produce. The meeting was opened for questions from councillors and any public present. The discussion covered the impact and responses received to date from neighbouring properties, the impact on the farm productivity, comparisons with other solar farms, the on-site transformer, flood risk assessment being included in the planning application, and further discussions and community engagement and consultation with the Parish Council and the local community. The presenters ended the discussion saying they welcomed any queries from councillors and the public, and that their contact details are on their website.

The Council thanked the presenters and the public for their presentation and discussion.

The representatives of BayWa-r-e and 2 members of the public left the meeting.

**FC.19.1859 To note the Minutes from Committees:**

**a. Youth Services Committee held on 30<sup>th</sup> November 2020 (draft)**

The Minutes were noted.

**FC.19.1860 To receive a report from South Gloucestershire Council on prevention of fly tipping at Hoovers Lane**

The report was noted.

**FC.19.1861 To receive the District Councillors' report**

The report was noted.

**FC.19.1862 Planning:**

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

**P20/21709/F: 11 Lower Stone - Erection of a single storey rear extension to form additional living accommodation.**

It was RESOLVED to make no objection.

**P20/23506/F: 181 Church Road - Erection of 1 no. detached dwelling with associated works.**

It was RESOLVED to make no objection.

**P20/23719/F: 64 School Road - Erection of first floor side extension to form additional living accommodation.**

It was RESOLVED to make no objection.

**P20/23876/CLP: 11 Park Row - Erection of side/rear extension.**

It was RESOLVED to make no objection.

**P20/23846/F: 26 Perrinpit Road - Erection of single storey rear extension to form additional living accommodation. Erection of front porch.**

It was RESOLVED to object due to contravention of PSB43 on private amenity standards, and PSB48 on extensions.

**Licensing:**

**L120/4052/STM: South Glos Mobile Street Trader Van - Tony's Super Whippy**

It was RESOLVED to make no objection.

**L120/4054/STM: South Glos Mobile Street Trader Van - Tony's Super Whippy 2**

It was RESOLVED to make no objection.

**The following planning applications were ratified:**

**P20/22961/F 19: Church Road -Erection of a single storey side extension to form additional living accommodation.**

It was RESOLVED to make no objection.

**P20/23274/CLP: 27 South View - Installation of rear dormer to facilitate loft conversion.**

It was RESOLVED to make no objection.

**P20/23524/PNH: 38 Watermore Close - Demolition of existing conservatory. Erection of single storey rear extension which would extend beyond the rear wall of the original house by 4.6m, for which the maximum height would be 3.55m and the height of the eaves would be 2.77m.**

It was RESOLVED to make no objection.

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

Noted

**FC.19.1863 Frampton Festival:**

- a. To vote the Parish Council representative on the Frampton Cotterell Festival Committee**

It was RESOLVED to vote Cllr D Hockey as a representative to the Frampton Festival Committee until another councillor is nominated and voted to be the representative.

- b. To receive an update on the date for the Festival for 2021**

This item was deferred to allow for more information to be received.

**FC.19.1864 Pitch Improvement Project:**

- a. To receive an update**

The remedial works to the ducting to the floodlights and the repair of the carpark had been completed.

- b. To receive the report on the proposed irrigation of the cricket squares and agree actions.**

The report was reviewed and discussed. Queries were raised regarding the cost of the works, the project and maintenance costs, and the budget availability. There was a further discussion on the cost of connecting the cabling to the floodlights and the requirement to keep under the Parish Council management. It was explained that these costs were an add-on, quotes had yet to be received, and a budget needed to be identified. This would be discussed at a future Steering Group and Finance & Governance Committee meeting before being resolved at Full Council.

It was RESOLVED to agree to:

1. Fund a new irrigation system up to £20,000. Funding to be sourced from Council underspend for the Pitch Improvement Project.
2. It is recommended that Council install a hybrid mains/rainwater supply tank if feasible but agree to a mains water only tank if the hybrid is not an option and not recommended by contractors.
3. To discuss the cabling connection costs and budget at a future Steering Group, Finance & Governance Committee, and for resolution at Full Council meeting

**FC.19.1865 To agree to the annual subscription for the membership of CPRE**

It was RESOLVED to agree to the annual subscription for membership of the CPRE.

- FC.19.1866 To agree to the annual subscription to the Society of Local Council Clerks for the Clerk and Deputy Clerk**  
It was RESOLVED to agree to the annual subscription to the Society of Local Council Clerks for the Clerk and Deputy Clerk
- FC.19.1867 To agree to the proposals arising from the business planning meetings:**
- a. To accept the offer from the neighbouring landowner for access to the Centenary Fields, installation of gate, and repair of wall**  
It was RESOLVED to accept the offer from the neighbouring landowner for access to the Centenary Fields, installation of a gate, and repair of the wall, and to obtain quotations.
  - b. To agree to the formation of a Pavilion Working Group and agree membership with Terms of Reference to be agreed at a future meeting.**  
It was RESOLVED to agree to the formation of a Pavilion Working Group with the following membership of Cllrs T Niblett, D Goodwin, T Clark, D Williams, D Hockey, and to ask Cllrs L Williams and E Pennell if they wish to join. The Terms of Reference to be agreed at a future meeting.
  - c. To commission a feasibility report on installing a path around the Park**  
A query was raised on the restoration of the defined public right of way along the side of the school and the inclusion as part of the report.  
It was RESOLVED to commission a feasibility report on installing a path around the Park, including the defined public right of way, and to work with other parish and town councils who have experience on a multiuse path installation.
  - d. To obtain quotations for an awning at the Bockeridge Centre**  
It was RESOLVED to obtain quotations for an awning at the Bockeridge Centre.
  - e. To contact South Gloucestershire Council on opportunities with the devolution of land in Frampton Cotterell to the Parish Council**  
It was RESOLVED to agree to contact South Gloucestershire Council on opportunities for the transfer of land in Frampton Cotterell to the Parish Council
- FC.19.1868 To agree to changes to the Finance and Governance Committee Terms of Reference**  
It was RESOLVED to amend the Finance and Governance Committee Terms of Reference as follows:
- a. Composition:** to change from 11 councillors to 6 councillors
  - b. Quorum:** to change from 5 councillors to 3 councillors
  - c. Substitution:** to be discussed at a following item on the agenda
  - d. Meetings:** that the Committee meets as a minimum on a quarterly basis
- It was reported that the Finance and Governance Committee would be reviewing the non-delegated responsibilities of the Committee in detail and reporting back to Council.  
It was reported that the Council would be reviewing the overall governance structure once the business planning, Council priorities and budgets had been resolved.  
It was RESOLVED to vote Cllr T Clark to be Vice Chairman of the Finance and Governance Committee until another councillor is nominated and voted to be the Vice Chairman.
- FC.19.1869 To note the resignation of Cllr D Hockey from the Finance and Governance Committee**  
The resignation of Cllr D Hockey from the Finance and Governance Committee was noted. Cllr D Hockey was thanked for all his hard work.
- FC.19.1870 To agree substitute councillors for the following Committees:**
- a. Finance and Governance**  
It was RESOLVED for Cllrs M Bridgland and P Crocker to be substitute councillors for the Finance and Governance Committee
  - b. Youth Services**  
It was RESOLVED for Cllr D Williams to be a substitute councillor for the Youth Services Committee
  - c. Staffing**

It was RESOLVED for Cllrs D Williams and T Niblett to be substitute councillors for the Staffing Committee.

It was RESOLVED to ask Cllrs L Williams and E Pennell if they wish to be substitute councillors for any of the Committees.

**FC.19.1871 To agree the following recommendations from the Finance and Governance Committee meeting on 15<sup>th</sup> October 2020**

**a. To note the FACE Youth Services contract to 31<sup>st</sup> March 2020.**

The FACE Youth Services contract was noted.

**b. To receive an update on the ash dieback survey**

The plans of the land assets had now been received and work will commence of drawing up a specification for quotations to be obtained.

**c. To note the report on ALCA subscription**

It was noted that the figures for the invoice would not be available until March 2021 and an invoice would be reported for Council decision by 31<sup>st</sup> March 2021.

It was RESOLVED to suspend Standing Order 3x to enable completion of the meeting.

**FC.19.1872 To receive the 2020/21 Interim Audit report**

The report was noted. A further report on the progress of completion of the recommendations would be brought to the February 2021 Council meeting.

**FC.19.1873 To receive and discuss the South Gloucestershire Council recommendations for 2021/22 Special Expenses.**

An explanation was given on Special Expenses and the short timescale for response was noted. It was RESOLVED to defer to the next suitable meeting of the Finance and Governance Committee meeting for a broader discussion.

**FC.19.1874 To agree to the Parish Council being a Help Point supporting people affected by dementia.**

It was RESOLVED to agree to the Council being a Help Point supporting people affected by dementia.

**FC.19.1875 To respond to consultations:**

**a. Committee in Standards in Public Life – Standards Matter 2**

It was noted that the deadline for a response is 15<sup>th</sup> January 2021.

It was RESOLVED for councillors to send comments to the Clerk by 12<sup>th</sup> January 2021 for collation and submission.

**FC.19.1876 To note the following:**

**a. South Gloucestershire Council 2021/22 Precept and Tax Base – Budget 2021/22 preparation**  
Noted.

**b. Response from Western Power Community Matters Funding Application**

It was noted the Council bid was unsuccessful.

**c. Avon Pension Fund £95k cap Statement of Intent**

Noted.

**d. Avon Pension Fund Responsible Investment Annual Report 2019/20**

Noted.

Meeting closed at 9.23pm