

Minutes of the Meeting of Frampton Cotterell Parish Council
3rd April 2019 at 19:30
Held at the Bockeridge Centre, Woodend Road, Frampton Cotterell

Present: Councillors Mrs Williams (*Chair*), Mrs Allan, Beecher, D. Hockey, P. Hockey, E. Pennell, Mrs Stickland, Susan Tubey, Underhill and Mrs Walters

Also Present: Naomi Bibi (*Clerk*) and three members of the public.

1452 Apologies for Absence

No apologies for absence were received.

1453 Evacuation Procedure

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

1454 Declarations of Interest and Dispensations

Cllr D Hockey and Cllr P Hockey declared that the participation of those Parish Councillors who are also members of South Gloucestershire District Council in both the debate and any subsequent vote on matters contained in the agenda would be on the basis that the views expressed were preliminary views taking account of the information currently available to the Parish Council. Parish Council members who are also District Councillors reserved their final views until they were in full possession of all relevant information both for and against.

1455 Confirmation of Minutes – Full Council Meeting held 6th March 2019 and Extraordinary Meeting held 27th March 2019

The minutes were approved as a true and accurate record with the following amendments:

Min 1435 – “Cllrs D and H Hockey” be corrected to “Cllrs D and P Hockey”.

Min 1439 – “Members agreed that whilst...” be amended to “Some members agreed that whilst...”

Min 1450 – Members wanted it recorded that the youth service providers would want exclusive use of the Bockeridge Centre, but that the Parish Council would also recharge for the use of the building.

[As there were members of the public wanting to discuss Item 10, the Chair moved this item up the agenda.]

1456 Alleged Land Grab at Beesmoor Road – Email from South Glos Arboricultural Officer

The resident to which the email referred spoke to members about the processes he and his wife had followed in order to obtain permission to remove the hedge bordering their property and Beesmoor Road playing field, and erect a new fence. He stated that he had originally sought permission from the Parish Council, understanding that they were the legal landowners, but that he was referred to the Committee at Beesmoor Road (Beesmoor Road Playing Field Management Committee) who actually had the jurisdiction to make the decision.

He said that they were granted permission to remove the hedge and erect a new fence by the Committee Chair.

Council members drew the resident’s attention to the fact that the Chair of the Committee had no such authority to act alone and decisions should have gone through the full committee.

Members recognised that this was not the fault of the residents, but stated instead that the committee members of Beesmoor Road need to be reminded as to how it can and cannot make decisions.

The resident shared a copy of the boundary lines as received from land registry and members were satisfied that no land grab had taken place.

1456 It was **RESOLVED** that:-

- Cont**
1. The residents of the property in question at Beesmoor Road *not* be required to remove the new fence, but instead replant the hedgerow using native shrubs, for example: hawthorne, blackthorn, buckthorn, hazel, etc, and to see the "Garden Hedges Advice" provided by the RSPB. (It was recommended the resident contact Landcare at Old Sodbury, who could provide bags of mixed hedgerow.) It was also requested they include a hole in the fence for hedgehogs.
 2. The clarification of the boundary lines be attached to the minutes for future reference and clarity, and that Council Members accepted there was no land grab.
 3. A Letter be sent to Beesmoor Road Playing Field Management Committee reminding them of the correct processes with regard to decision making.

1457 **Matters of Report from the Clerk (20th March and 3rd April 2019) – *for information only***

Noted with thanks.

1458 **Chair's Announcements – *for information only***

The Chair drew Council's attention to an email received by a local tutor who had raised concerns about the amount of nitrous oxide that was allegedly readily available to youths in the village. The clerk informed members that the correspondence had been shared, with permission, with the local police and the youth club, both of whom were following this up.

1459 **Submissions from the Public**

- i. Request from Frampton Festival to use parking facilities
It was **RESOLVED**: for the clerk to write to Frampton Festival and notify them that they may use both the carpark at the Bockeridge Centre and the Park to alleviate parking congestion during the festival; but they must not encroach onto Crossbow House's parking spaces. The clerk should also write to Crossbow House to notify them of this decision.
- ii. Request for non-standard use of a Frampton Cotterell Parish Green Space
It was **RESOLVED**: that the Clerk reply to the request approving use of the Parish green space on the following dates: 18th May (one field only), 19th May and 26th May. The other dates were not available due to cricket matches taking place. The green space was permitted to be used on the condition that all litter would be cleared up and removed from site at the end of the event.
- iii. Report from the Cricket Club to consider installing internet at the Pavilion (at no cost to the Parish Council)
Members **RESOLVED**: to approve this request provided it was at no cost to the Council.
- iv. Email received from resident regarding collapsed wall in Mill Lane
Members considered the letter from the resident and reviewed a report brought to council and **RESOLVED**: that the clerk should write to the resident to say that council would not pay to repair the wall, but would raise the issue with South Glos Council.

1460 **Submissions from Members**

None received.

1461 **Reports from Committees, Working Groups and the Clerk: -**

- i. **To Approve and Adopt the Parish Council's Ethos / Mission Statement**
It was agreed by Council to adopt the mission statement subject to acceptance by new Council.
- ii. **Report on Joining the 'Refill Revolution' and request to approve signage for the new water fountain at the park**
Council members **RESOLVED** to:
 1. Sign up to the 'Refill Revolution' scheme using the Bockeridge Centre and the park as public refill points initially.
 2. Identify further areas for water fountains to be installed throughout the village.
 3. Contact local businesses, pubs, cafes etc. to see if they might also consider joining the scheme.
 4. Accept the recommended signage (Print-2-media) for the park.

1461 iii. Report from Frampton Cotterell Playing Fields Management Committee

Cont The report was noted.

It was **RESOLVED** that: the clerk should write to Beesmoor Road Committee member Kate Colchin, encouraging her to apply for another Parish Council grant to assist with the new play equipment installation at Beesmoor Road.

A discussion was had about the old play equipment and members requested that it be established who owns the current play equipment and who would be getting rid of it. It was suggested that it be auctioned off to members of the community.

iv. Report from the Clerk on the Pre-Election Period "Purdah"

The report was noted.

v. Draft Minutes from the Staffing Committee meeting held on 11th March 2019

The draft minutes were noted.

vi. Minutes from the Frampton Festival Committee Meeting

The minutes were noted.

1462 Consultations

It was agreed that members should make individual comments on the consultation.

1463 Finance: -

i. January Expenditure – *for information only*

Noted

ii. Bank Reconciliations – *for information only*

Noted

iii. Quarter 3 Income and Expenditure Report – *for information only*

Noted

iv. VAT Claim – *for information only*

Noted

v. 2019/20 3 Year Contract with South Glos Internal Audit Services – to review and approve

Council **Resolved** to: continue using South Glos Audit Services for a further three years.

vi. Quotation from KDJ Electrical Contractors Ltd for extractor fan and hand dryer installation at the cricket pavilion – *to review and approve*

Council **RESOLVED** to: not approve the quotation.

1464 Planning: -

i. Planning Schedule – *See attached schedule*

ii. Feedback to date – *for information only* was **NOTED.**

1465 Date of next Meetings

Wednesday 17th April 2019 at 7.30pm – Annual Parish Meeting

Wednesday 24th April 2019 at 7:30pm – Full Council Meeting

Wednesday 15th May 2019 at 7:30pm – Annual Council Meeting

The Chair closed the public section of the meeting at 9.10pm and a confidential session ensued.

1466 To consider professional legal advice.

Council members went through the legal advice received and agreed on further instruction for the solicitor.

The Chair called the confidential session to an end and closed the meeting at 9:30pm