Frampton Cotterell Parish Council

Clerk/CEO & RFO to the Council
The Brockeridge Centre
Woodend Road
Frampton Cotterell
Bristol
BS36 2LQ

An ORDINARY MEETING of the PARISH COUNCIL was held on Thursday 30th June 2022 at 7.00 pm at the Brockeridge Centre and was attended by the following:

Chairman:	Cllr L Williams
Parish Councillors:	Cllrs T Clark, M Bolton , D Hockey (7.05), P Hockey (7.05), T Niblett, E Pennell, A Pullen, J Selman & D Williams
In Attendance:	District Cllr J Lean & 2 members of the public
Clerk/CEO & RFO-Minute Taker:	Mrs L Squire
Absent	Cllrs-J Hunt and M Hemmings

ITEM	MINUTE	VOTE / ACTION
FC.19.2181	**APOLOGIES FOR ABSENCE**	
	Cllr, D Goodwin submitted his apologies IT WAS RESOLVED that the apologies be noted.	All in favour
FC.19.2182	**DECLARATIONS OF INTEREST and DISPENSATIONS**	
	Cllr L Williams declared an interest in one of the co-option candidates and advised she would not be asking any questions from the candidate and would not be voting.	
FC.19.2183	**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETINGS**	
i	IT WAS RESOLVED that the minutes of the Parish Council meeting of 26.5.22 be approved as a true and accurate record of the meeting.	Proposed; TC, Seconded DW All in Favour. Clerk
ii	IT WAS RESOLVED that the minutes of the Extraordinary Parish Council meeting of 9.6.22 be approved as a true and accurate record of the meeting.	Proposed; DW, Seconded TC Majority in Favour. 1 Abstention Clerk

FC.19. 2184	**OPEN MEETING**	
	No questions were received	
FC19. 2185	**CO-OPTION OF COUNCILLORS**	
i	**Co-option applications received**	
	Two co-option candidate application forms had been received. The Chairman thanked the candidates for applying and the candidates were given 5 minutes to speak about themselves and to respond to any questions from the councillors' present	
ii	**Exempt Item**	
	As per the Co-option Policy, prior to consideration of the applications received for the office of a Parish Councillor, councillors were 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 motion on the grounds that its consideration would involve the disclosure of exempt information if discussing the merits of candidates	Proposed: LW. Seconded: TC All in favour
iii	**Co-option Candidates**	
	Council considered and discussed the merits of the co-option candidates	
iv	**Co-option of Councillors**	
	IT WAS RESOLVED to co-opt Ian Davidge as a Councillor. IT WAS RESOLVED to co-opt Antonia Williams as a Councillor. Ian Davidge & Antonia Williams completed and signed Declaration of Acceptance of Office forms, including an undertaking to abide by the Parish Council's Code of Conduct.	Proposed: LW Seconded: JS. All in favour Proposed: JS Seconded: DH Majority in favour 1 abstained
FC.19. 2186	**CHAIR'S REPORT**	
	The Chairman checked if there were sufficient chrome books for the new councillors, the Clerk confirmed that originally 15 had been purchased, one chrome book had not been returned by a previous councillor, but this was being pursued, as a result another one will need to be ordered. Cllr P Hockey advised that her chrome book needed to be investigated to establish if it was operating correctly and that further training would be beneficial. Action: Clerk to arrange collection of Cllr P Hockey's chrome book for investigation, training to be considered after the chrome book has been checked and returned to Cllr P Hockey. The Chairman advised that she will be bringing forward the closed session item to be considered prior to the centenary field.	Clerk
FC.19. 2187	**DISTRICT COUNCILLOR REPORT**	
	An acrimonious extraordinary meeting of the West of England Combined Authority (WECA) on 26th May, called by the constituent authority leaders, to discuss how to address the current bus crisis ended in stalemate after Dan Norris, the West of England Mayor, and the leaders of the three authorities initially failed to agree a compromise. The meeting reconvened on 14th June. The start of the second meeting was delayed for four hours whilst the four leaders negotiated a compromise that was subsequently passed. WECA voted to continue subsidise existing routes until April 2023; it	Cllr TC

will allow more time for determine which routes will continue to be subsidised and how the increased support costs will be funded.

A total of 80 subsidised routes, that receive public money as they are not commercially viable, are at risk of being withdrawn. Additional funding is needed for subsidised routes because running costs have soared by 43% due to soaring fuel prices and driver shortages.

There is also a threat to the Y3 and Y5 which have only been given support in the short term from underspends in WECA's 2021/22 budget. Westerleigh, Rangeworthy, Tytherington, Iron Acton and Engine Common could all be left without any regular bus service if a long-term funding solution is not found. Residents who do not drive face being wholly reliant upon community transport providers, taxies and the assistance of their friends and neighbours. This is neither acceptable nor sustainable as it would worsen inequality and social deprivation in our rural communities.

Dan Norris is due to attend the next meeting of South Gloucestershire Council's Scrutiny Commission on 6th July to discuss and take questions on the current bus crisis. We are encouraging residents and parish councils impacted by changes to the bus services in their area to submit written statements and/or speak under public participation at the meeting (this can be done remotely or in person).

Nibley Lane Safety Measures

Cllr Young attended the meeting of the Conservative Cabinet on 13th June to ask the Cllr Steve Reade (*Executive Member for Planning, Transport & Strategic Infrastructure*) why, despite the submission of a Highways Investigation Scheme Request and a petition from residents calling for South Gloucestershire Council to explore possible road safety measures along Nibley Lane, such an investigation has not yet been included within the SGC's Capital Programme.

Cllr Young asked:

"*When we met in Nibley Lane in February, Cllr Reade had agreed that officers should go away and draw up some plans for how possible improvements could be made to increase safety on the lane. More recently, however, we've been told all work has halted as it's not on the Capital Programme. Why was the Investigation Scheme not included in the Capital Programme and why do you expect Iron Acton Parish Council to carry out consultation when that would normally form part of any Investigation Scheme?*"

Cllr Reade responded:

"*It was a very informative walk along the lane and you very clearly illustrated yours and the community's interest in work on the lane. As you are no doubt aware there are a lot of requests for investigation schemes and they must all enter into the prioritisation process. Unfortunately, the Nibley Lane one did not move high enough up that list in the scoring process this time but that does not mean it won't in the future. I often give advice to parish councils that sometimes it's beneficial if the parish council carries out an informal review of residents because that adds weight to the parish council's argument in the longer term. You are absolutely right that it does not replace the formal consultation but it can add weight to it*".

We will continue to press both officers and the Conservative administration to find funding for an investigation scheme for Nibley Lane and to begin the formal consultation process needed to implement safety measures.

Centenary Field Local Nature Reserve Query

	At the meeting of the Conservative Cabinet on 13th June Cllr Young also asked Cllr Steve Reade (*Executive Member for Planning, Transport & Strategic Infrastructure*), on behalf of Cllr Clark, the following query: *"Frampton Cotterell Parish Council, as part of its management strategy for the Centenary Field in Frampton Cotterell, is looking to declare the site a Local Nature Reserve. The parish council has been in dialogue with South Gloucestershire Council officers about the legal process that needs to be followed since 2019. Recently, however, there has been no progress as the unitary authority needs to devolve the power to make such a declaration to the parish council. Could the Executive Member for Planning, Transport & Strategic Infrastructure arrange a meeting between the parish council and SGC officers to address the remaining hurdles that are preventing the parish council from making such a declaration? The parish council has ambitious plans to enhance the long-term biodiversity of the Centenary Field and would be most grateful for any assistance the Executive Member can provide."* In response the Cabinet gave the assurance that a written response would be provided. Once that response is received we will circulate it to Frampton Cotterell Parish Council so that officers can advise on the best course of action going forward. **Consultations** South Gloucestershire Council's Youth Activities Offer began on 1st April 2019. It funds the delivery of centre-based youth provision, open to all, across the authority. The provision is currently delivered by four lead organisations: • **Southern Brooks Community Partnership (Lot 1 – West)** • **Learning Partnership West (Lot 2 – East)** • **Creative Youth Network (Lot 3 – South)** • **Diversity Trust CIC (LBGTQ+ provision across all areas)** These organisations also sub-contract and have developed partnerships with a wide range of local providers, including town and parish councils. The council is now preparing for the recommissioning of the youth activities offer, working towards implementing new contracts from 1st April 2024. The first part of the recommissioning process is to consult with young people, parents and carers, providers, councillors and town and parish councils about the current partnership model of delivery and whether it still meets the needs of young people. The second part will be to use the feedback from this public consultation and an updated needs analysis to develop the contract specification and then invite tenders from potential providers. Residents can find further information about this consultation and respond at https://consultations.southglos.gov.uk/YAO22/. The closing date for comments is 23rd August. Cllr Clark advised that he had received an email from Stela Beecher stating her and her husband Andy (former parish councillor, that was interested in planning) were relocating out of the area. They had been part of the local history group, contributed to the Village Design statements and the walking trails. On behalf of the Council, Cllr Clark had thanked them both for the time they had spent contributing to the parish.	
FC.19. 2188	**FINANCE AND ACCOUNTS**	
i	**Payments for approval included in the appendix of the agenda** IT WAS RESOLVED that the payments listed below be approved.	All in favour Clerk

Ref:	Payee	Invoice/ Account	Description	Net	VAT	Gross	Power to Spend	
143	Frampton Garage	50773	Tyre for council van	80.00	16.00	96.00	LGA 1972,s.111	
153	Simply Cleaning	52	Cleaning at the Pavilion	560.00		560.00	Public Health Act 1963 s87	
163	HGM Plumbing Services	398	Water sampling on drinking fountain	40.00	8.00	48.00	Public Health Act 1963 s87	
173	Consortium	SI0006512	Rechargeable batteries	5.99	1.20	7.19	LGA 1972,s.111	
183	"	SI0013902	Paper hand towels	28.50	5.70	34.20	LGA 1972,s.111	
193	KCS	KPS245117	Photocopier charges	88.58	17.72	106.30	LGA 1972,s.111	
203	Amazon	152255971-2022-43751	Hand towels	12.49	2.50	14.99	LGA 1972,s.111	
213	"	13051001-2022-102615	Bin liners	14.37	2.88	17.25	LGA 1972,s.111	
223	Greenfields Services	53310	Playground inspections May 2022	197.00	39.40	236.40	Public Health Act 1875 s164 Public Health Act 1890 s44 Open Spaces Act 1906 ss9 & 10 Misc. Prov Act 1976 s19	
233	KDJ Electrical	K7855	Clerk's Office refit	350.00	70.00	420.00	LGA 1972,s.111	
243	Greenfields Services	50742	Playground inspections 28th June 2022	90.00	18.00	108.00	Public Health Act 1875 s164 Public Health Act 1890 s44 Open Spaces Act 1906 ss9 & 10 Misc. Prov Act 1976 s19	
253	Avon Extinguishers	30939	Fire extinguishers service-Brockeridge Centre	104.71	20.94	125.65	LGA 1972,s.111	
263	"	30940	Fire extinguishers service-Cricket club & Pavilion	150.06	30.01	180.07	LGA 1972,s.111	
273	"	31084	2 new extinguishers & sign	94.00	18.80	112.80	LGA 1972,s.111	

ii **Payments for approval – invoices received since the agenda was issued**

IT WAS RESOLVED that the following payments be approved for the invoices received after the agenda was issued

All in favour Clerk

Ref:	Payee	Invoice /Acct.	Description	Net	Vat	Gross	Power to Spend
283	HGM PLumbing	411	Brockeridge water fountain installation	3,429.33	685.86	4,115.19	LGA 1972,s.111
203	Amazon (credit note)	GB-12255971-2022-43751	Hand towels	-12.49	-2.50	-14.99	LGA 1972,s.111
293	Gilberts	12175	Clerks' office carpet	180.00		180.00	LGA 1972,s.111
303	ALCA	22009	RFO training	60.00		60.00	LGA 1972,s.111

iii **Internal transfer of funds from the deposit bank account to the current bank account**
IT WAS RESOLVED to transfer £50,000 from the deposit bank account to the current bank account. — All in favour Clerk

FC.19. 2189 COMMITTEE MEETING MINUTES AND WORKING GROUP NOTES

a **Council reviewed the representatives on the Committees & Working groups.**
A query was raised about the number limit on Committees and if too many councillors were interested, would they still be able to join. The Clerk advised that the terms of reference for the committee could be altered to increase the number limit
IT WAS RESOLVED:- — All in favour. Clerk

- to approve the amendments highlighted in red and the temporary changes in blue.
- That Cllr Davidge & Cllr A Williams will consider which committees & working groups they would like to join and either advise the Clerk or indicate at the next Council meeting.

Committees

Committee	*Members*	*Substitutes*	*Non-Voting*
Climate & Nature	David Goodwin Julian Selman Linda Williams Tristan Clark Pat Hockey Dave Hockey Morgan Bolton		Daisy Finnear (Officer) Frampton Floral Friends Village Action group D Hanks- Frampton Cotterell Nature group
Communications & Community Engagement	Linda Williams Tim Niblett Matt Hemmings Andy Pullen	Julian Selman	Dani Wolfegang-James (Officer)
Events	Matt Hemmings Edwina Pennell David Goodwin Tim Niblett James Hunt	Julian Selman Andy Pullen	Jill Allen Jan Webb (Officers)

Finance & Governance	David Williams Tim Niblett Linda Williams Tristan Clark Andy Pullen	David Goodwin Matt Hemmings	Clerk
Parks & Recreation (PARC)	Tim Niblett Andy Pullen Matt Hemmings Tristan Clark David Williams Linda Williams Morgan Bolton	Julian Selman	Kim Jefferies (Officer)
Planning	Tristan Clarke Matt Hemmings ~~Dave Hockey~~ Tim Niblett David Williams	David Goodwin Julian Selman	Clerk
Staffing	David Williams Linda Williams Tim Niblett ~~Dave Hockey~~ Edwina Pennell	Pat Hockey	Clerk
Youth Services	Tristan Clark Matt Hemmings ~~Dave Hockey~~ David Goodwin Edwina Pennell James Hunt	Linda Williams David Williams	Clerk

Working Groups

Working Group	***Members***	***Non-Voting***
Communication working group	Tim Niblett Julian Selman Matt Hemmings ~~Dave Hockey~~ Pat Hockey Linda Williams Morgan Bolton	Dani Wolfegang-James (Officer) Clerk
Drainage Project Steering Group	David Goodwin Tristan Clark Tim Niblett ~~Dave Hockey~~ Andy Pullen	Kim Jefferies (Officer) Daisy Finnear (Officer) Representatives from the Rugby, Cricket, Football, Tennis & Netball clubs
Events Working group	Matt Hemmings Edwina Pennell David Goodwin Tim Niblett Julian Selman Andy Pullen James Hunt	Jill Allen Jan Webb (Officers)

Pavilion working group	Tim Niblett David Goodwin Tristan Clark David Williams ~~Dave Hockey~~ Andy Pullen Linda Williams Morgan Bolton	Kim Jefferies (Officer) Alex MacDonald (FCCC) John Hughes (FCCC)
Play area Development/Strategy working group	Tim Niblett David Williams Linda Williams Morgan Bolton Tristan Clark (substitute)	Kim Jefferies (Officer)
The Courts Development Working Group	Matt Hemmings ~~Dave Hockey~~ Tristan Clark Tim Niblett Andy Pullen David Goodwin (substitute)	Clerk
Security including Community Safety	David Williams Tim Niblett ~~Dave Hockey~~ David Goodwin Tristan Clark	Kim Jefferies (Officer)
Strategic Planning- relating to SGC & regional level	Linda Williams Tristan Clark David Williams Pat Hockey Julian Selman David Goodwin (substitute)	Clerk
Strategic Planning for the Parish	Tristan Clark Tim Niblett Julian Selman ~~Dave Hockey~~ Andy Pullen	Clerk

Task & Finish Groups

Task & Finish Group	***Members***	***Non-Voting***
Boundary Wall & Residents Fence nr Park Row	Pat Hockey David Williams Linda Williams	Steve Drew (Officer)
Village Design Statement Update To be renamed- (group to decide their own name)	Pat Hockey ~~Dave Hockey~~ Julian Selman	Clerk Dani Wolfegang-James (Officer)

b	IT WAS RESOLVED that Council note and approve (where indicated) the following committee meeting minutes and working group notes, along with the recommendations and decisions made, with any alterations specified below: *Cllr Davidge left the room.* • Minutes of the Finance & Governance Committee meeting held on the 9.6.2022 including acceptance and approval of recommendations, which included the rugby club reimbursement. *Cllr Davidge returned to the meeting* • Minutes of the Planning Committee held on the 23.6.2022. • Minutes of the Events discussion meeting held on 14.6.2022, which was not quorate, the Council approved the actions relating to the remembrance parade. • To consider the future of the Events Committee at the next Council meeting once the Event's working group have met and considered if it should remain as a Committee. • Minutes of the Climate & Nature Committee discussion meeting held on 8.6.2022, including acceptance and approval of recommendations.	All in favour. Clerk
FC.19. 2190	**JOINT PARISH SINGLE ISSUE RESIDENT'S SURVEY MEETING**	
	The Council considered the notes from the joint single-issue survey- Frome Valley Green belt meeting held on the 9th June 2022 and the report on Charfield provided by Cllr D Hockey. Cllr Clark stated that some alterations were required to the report relating to the quotes from the inspector's report and the 3 appeal decisions, as some of the Charfield planning applications had been allowed as SGC did not have a 5-year housing needs survey which made it easier for the planning applications to get approved. There was a discussion on whether the survey should include affordable housing, however it was highlighted that the subjects to be covered in the survey had already been agreed at a previous council meeting and if this were to change in accordance with standing order 9b this should not be considered for 6 months. IT WAS RESOLVED:- • That Cllr D Hockey would adjust the Charfield report with the quotes from the inspectors reports and the additional information to make it clearer & include the 3 appeal decisions in full. • Once the Charfield report & additional information has been updated this will be shared with the other 3 parishes. • To agree to the recommendations from the joint meeting to form a 4-parish interim joint working group, 2 councillor representatives to be identified.	All in favour. Clerk
FC.19. 2191	**EXEMPT ITEM**	
	The Chairman brought forward the closed session item on the agenda. Councillors passed 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 motion on the grounds that its consideration would involve the disclosure of exempt information.	All in favour
FC.19. 2192	**COUNCIL COMMUNICATION & PUBLIC COMMENTS**	
	The Council considered the communication and public comments at length and the actions that could be taken IT WAS RESOLVED:- • To obtain professional advice and for councillors and staff to work in partnership on what the possible actions will be and the possible effect.	Proposed: LW

	• To investigate what other parishes and organisations have done in similar situations *The public re-joined the meeting*	Seconded: TC All in favour
FC.19. 2193	**CENTENARY FIELD**	
	The Council considered the current position relating to the centenary field. IT WAS RESOLVED to publish the proposed statement on the Council's website with a link from Facebook and not to take any further action until further answers are received.	Proposed: LW Seconded: TC All in favour Clerk
FC.19. 2194	**UPDATE ON THE IMPENDING WATER WORKS AT THE GLEBE LAND CHURCH ROAD, NIGHTINGALES BRIDGE & WATLEY'S END FARM**	
	The Council considered the update on the impending water works from a meeting held in June and were advised that :- • the work is due to start early 2024 and will take 4-5 months, • the area to be cleared at Church Road is considerable and there will be a loss of trees and bushes beyond the bridleway and footpath, although a beech tree will be protected. • Footpaths will be redirected during the works • A pipe needs to be installed from ne side of the river to the other, a decision on how this will take place has not been made yet. • A biodiversity survey has taken place. • SGC apparently have plans to resurface the track from Harris Barton to Frampton Court IT WAS RESOLVED to invite the Wessex water representative to the September 2022 Council meeting & for Cllr Selman to continue to liaise with the Wessex Water representative.	All in favour
FC.19. 2195	**LICENCE FOR THE PROPOSED SCULPTURE AT THE GLEBE LAND WILDFLOWER AREA**	
	The Council considered the request from Floral Friends for the Parish Council to be the named licence holder with SGC for the proposed sculpture at the Glebe land. IT WAS RESOLVED that the Council were happy to be the licence holder providing the Council's insurers confirmed that the Council will be insured.	All in favour Clerk
FC.19. 2196	**REQUEST FOR A NOTICEBOARD AT BEESMOOR ROAD PLAY AREA**	
	The Council considered the request by a member of the Youth Council for a Noticeboard to be installed at Beesmoor Road play area. IT WAS RESOLVED for this to be deferred to the Youth Committee for a firm proposal to be produced on why, what is required and who will populate it.	All in favour Clerk
FC.19. 2197	**REQUEST FOR ASSISTANCE BY WATERMORE PRIMARY SCHOOL**	
	The Council considered the request from Watermore Primary School for the Parish Council to encourage SGC to install a road barrier by the entrance to the school.	All in favour

	IT WAS RESOLVED to contact the school asking for the rationale why they think it is necessary, where they want it and why they have been refused and what they are looking for from the parish council	Clerk
FC.19. 2198	**CORRESPONDENCE FROM THE TENNIS CLUB**	
	The Council considered the correspondence received, advising that the tennis club has been disbanded and this was noted.	
FC.19. 2199	**VILLAGE ACTION- GOOD NEIGHBOUR SCHEME**	
	The Council considered the correspondence received relating to the Good Neighbour scheme. IT WAS RESOLVED to :- • thank Andrew Edgington for everything he has done for the community in setting up and organising the good neighbour scheme for the last 10 years • ask him if there is anything that the Council can do to ensure that it keeps operating, • check if he has contacted the churches for assistance and • if an article in Frome Valley Voice would help.	All in favour.
FC.19. 2200	**CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA**	
	Emails Received: • SGC- Planning weekly lists & circulated schedules (Emailed) • SGC- PT.7294 -Various Roads, Various Wards (No.5), Resurfacing - Temporary Road Closures-(Emailed All) • SG Heritage Partnership update- (Emailed:All) • SGC- updates (Emailed: All) • Minutes Frome Valley CEF 11 May 2022-(Emailed All) • Climate Emergency Community Engagement Group - update May 2022--(Emailed All) • West of England- newsletter updates- (Emailed:All) • Town and Parish Councils Youth Activities Offer recommissioning engagement event- 30th June-(Emailed All) • SGC-Housing Strategy pop-up meeting Wednesday 6 July 2022- (Emailed All) • Housing Strategy Pop-Up Meeting SGC Cllrs and TPC 5th July 2022-(Emailed All) • SGC-Notification of public consultation for the Specialist Provider Framework-14 June 2022 to 26 July 2022 (Emailed All) • SGC-Update on bus services, new Learning Disability Strategy and more (Emailed All) • Village Diary- June & the Summer (Emailed All) • SGC-Electrical Vehicle (EV) Charging Strategy Pop-Up Meeting 12 July 2022 for SGC Cllrs and TPC Clerks and Cllrs-(Emailed All) • SGC-News on Armed Forces Day, Mangotsfield Sort It centre and more -(Emailed All) • Town & Parish Councils Forum-Homes for Ukraine update- -(Emailed: All) • Training / Frome Forum Dates--(Emailed: All)	
FC.19. 2201	**DATE OF NEXT MEETING**	
	Thursday 28th July 2022 at 7.00pm at the Brockeridge Centre	Clerk

The meeting closed at 8.52.

Chairman ……. Date: ……

SGC – South Gloucestershire Council *PC – Parish Council* *Maint Off- Maintenance Officer*
CNO- Climate & Nature Officer *PO- Projects Officer*