

Frampton Cotterell Parish Council



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

An ORDINARY MEETING of the PARISH COUNCIL was held on Thursday 24th November 2022 at 7.00 pm at the Brokeridge Centre and was attended by the following:

Chairman: Cllr L Williams

Parish Councillors: Cllrs M Bolton, T Clark, I Davidge, M Hemmings, D Hockey, P Hockey, T Niblett, A Pullen, J Selman & D Williams

In Attendance: 3 representatives from Wessex Water, no members of the public

Clerk/CEO & RFO- Minute Taker: Mrs L Squire

ITEM	MINUTE	VOTE / ACTION
FC.19. 2251	APOLOGIES FOR ABSENCE	
	Cllrs D Goodwin, E Pennell & A Williams submitted their apologies IT WAS RESOLVED that the apologies be noted.	All in favour
FC.19. 2252	DECLARATIONS OF INTEREST and DISPENSATIONS	
	There were no declarations of interest or dispensations.	
FC.19. 2253	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	IT WAS RESOLVED that the minutes of the Parish Council meeting of 27.10.22 be approved as a true and accurate record of the meeting.	Proposed; LW Seconded DW All in Favour. Clerk
FC.19. 2254	OPEN MEETING	
	No questions were received	
FC.19. 2255	WESSEX WATER- UPDATE ON UNDERGROUND STORAGE TANKS TO REDUCE STORM OVERFLOWS TO RIVERS	
	The Wessex Water representatives provided a presentation for Council on the plans for the storage tanks and explained that there are three areas which frequently overflow by St Peters Church,	

	<p>Nightingales Bridge and Watley's End. The proposed solution and anticipated improvements were outlined, which should reduce the number of overflows and prevent properties flooding.</p> <p>The timeline is as follows:-</p> <ul style="list-style-type: none"> • Ecological survey December 2022 • Surveys 2023 & any mitigations examined • Financial approval April 2023 • Start on site approx. April 2024 • Completion March 2025. • Councillors raised several questions, some immediate responses were provided. Others will be investigated and provided to the clerk to circulate to all councillors, along with the presentation. One of the major concerns was that this solution will allow for further housing development in the future, otherwise overflows could still be a problem. 	WW /Clerk
FC19. 2256	CHAIR'S REPORT	
	The Chairman reminded councillors of the Carols around the tree event being held on Thursday 1 st December 2022 at the Brockeridge Centre.	
FC19. 2257	DISTRICT COUNCILLOR REPORT	
	<p>Pressing for a Meeting on Replacement for Y3/Y4 Bus Services</p> <p>Cllr Young has received a further response from the West of England Mayor Dan Norris about working towards a replacement for the Y3/Y4 for Iron Acton, Frampton Cotterell and Winterbourne:</p> <p>"Thank you for your further email. I am sorry that you feel you haven't received full replies to your questions, I know this must be frustrating.</p> <p>Regarding Eurotaxi proposal to run a subsidised replacement for the Y3 and Y4 services, the Combined Authority has been looking at a number of different options for a partial replacement for services 5, Y3 and Y4. Due to the number of vehicles and drivers needed for the previous Y3 and Y4 timetables there would not be an operator who would be able to provide this much resource into the previous route at the present time.</p> <p>We have been in discussions with Eurotaxi and other operators over an alternative timetable which would serve Coalpit Heath, Winterbourne, Frenchay, Stapleton and Bristol Centre. Due to the time of travel on the route this alternative service would not be able to serve Yate or the Yate Park and Ride while still providing an hour frequency on the peak journeys due to congestion. The loop around Coalpit Heath would be Church Lane, Park Lane, Heather Avenue, Beesmoor Road, Badminton Road, Church Road. The route within Stapleton, Frenchay and Winterbourne would be unchanged from the previous Y4.</p> <p>Unfortunately, at this current moment, operators are not in a position to provide an hourly alternative service but I will ensure that my officers continue to discuss with operators a replacement for the services lost in the 9th October changes and try to procure new routes funded by the Bus Service Improvement Plan from April 2023.</p> <p>Our local bus services are facing unprecedented challenges at this current time but I am determined to overcome them. Please keep me updated on the situation in your local ward, perhaps you could let me have an update in the early part of next year."</p> <p>We have written back pointing out that this doesn't help Iron Acton at all and leaves many in these villages without a reliable bus service within walking distance. We have requested a meeting with the Mayor in the new year.</p>	Cllr Clark

Avian Influenza

Following a change in the risk levels and an increase in the number of detections of avian influenza (bird flu) in kept and wild birds, the Chief Veterinary Officers from England, Scotland, Wales and Northern Ireland have declared a UK wide Avian Influenza Prevention Zone (AIPZ) to mitigate the risk of the disease spreading amongst poultry and captive birds. Residents should inform Defra if they find a single dead bird of prey, 3 or more dead wild waterfowl (such as swans, geese or ducks) or gulls, or 5 or more dead birds of any species. Under no circumstances should residents touch any deceased birds.

On Monday 31st October the government announced that mandatory housing measures for all poultry and captive birds are to be introduced to all areas of England on Monday 7th November. The housing measures legally require all bird keepers to keep their birds indoors and to follow stringent biosecurity measures to help protect their flocks from the disease (regardless of type or size). More information, including on the responsibilities of bird owners, can be found at <https://www.gov.uk/guidance/avian-influenza-bird-flu>.

F & G
Committee
Clerk

Badminton Road cycle lanes

We have been raising concerns from cyclists, horse riders and motorists about the safety of the upgraded Badminton Road cycle lanes. We understand that the Stage 3 Road Safety Audit requires a number of actions. This includes the application of green surfacing on the edges (as shown on the consultation plans), more cycle symbols and an adjustment to the approach at the start of the cycle track at the Nibley end. Another issue is that horse riders are not permitted to ride on the raised cycle lanes which places them at a greater risk if they are forced to ride along the narrowed road. At the November meeting of South Gloucestershire Council's Conservative Cabinet Cllr Young raised these issues with Cllr Steve Reade (Executive Member of Regeneration, Environment & Strategic Infrastructure). Cllr Reade has said he will look into these issues and discuss them further with officers. We'll update residents once we have received an informed response from them.

Chair's Community Awards

Residents can now nominate community heroes – individuals or groups – for a Chair's Community Award at <https://www.southglos.gov.uk/council-and-democracy/councillors-democracy-and-elections/council-chair/chairs-community-awards/>. Choose the appropriate form for an individual or a group, complete and return it either by email or post by Friday 18th November 2022. The chosen nominees will be notified in December and invited to a prestigious awards evening on 18th January 2023 to receive their awards.

Consultations

Following the recent announcement of a £29.3 million funding gap in South Gloucestershire Council's budget for 2023/24 residents are being asked to help shape the council's future plans. The draft outline of the budget that has been published does not pre-empt or assume the outcome of the funding settlement expected from central government later in the year. This could potentially improve the outlook so, after the council has received that updated information, it will publish detailed four-year budget proposals for further public comment. Final budget decisions will be made by the Council in February 2023.

An initial public consultation has started (<https://consultations.southglos.gov.uk/budget23/>) and will close on 15th January 2023. A second consultation phase, opening in December, will ask about options to tackle the shortfall currently being developed by the council's Conservative administration and will be shared once the council has detailed information on Government's funding proposals.

SGC Website- warm spaces directory-Provides a list of friendly warm spaces that people can go to during the winter- a £500 grant can be applied for and parish councils can apply.

	Council were advised that the Events Committee are considering providing an extra morning in addition to the Tuesday coffee morning for people to attend a warm space.							
FC.19. 2258	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
	2011	Amazon	GB2RNQHA BEI	Paper	24.07	4.81	28.88	LGA 1972,s.111
	2111	"	GB2SFKDAW I	Christmas spray paint	13.31	2.66	15.97	"
	2211	"	GB2S1VLABE I	Literature holder	7.91	1.58	9.49	"
	2311	"	GB2SR2DAB EI	Christmas unfinished wooden ornaments	18.30	3.66	21.96	LGA 1972,s.133
	2411	"	GB2T687AB EI	Artificial Christmas garlands	13.74	2.75	16.49	Public Health Act 1875 s164
	2511	"	GB2SWBBAB EI	Flask for Events	32.66	6.53	39.19	LGA 1972,s.111
	2611	"	GB2SR2CAB E	Christmas holly berries	3.32	0.66	3.98	LGA 1972,s.111
	2711	HGM	476	Water sampling	80.00	16.00	96.00	Public Health Act 1936
	2811	"	477	Install water fountain	5465.57	1093.11	6558.68	LGA 1972,s.111
	2911	"	478	Water sampling	120.00	24.00	44.00	LGA 1972,s.111
	3011	SLCC	BK208279-1	C & N event	70.00	14.00	84.00	LGA 1972,s.111
		D Finnear	April -Sept 2022	Mileage claim	28.80		28.80	LGA 1972,s.111
		K Jefferies	Oct 2022	"	4.95		4.95	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
	3111	Frenchay Christmas Tree Farm	202213	Christmas Tree	200.00	8.00	208.00	LGA 1972,s.111
	3211	HGM Plumbing	483	Tap repairs	39.66	7.93	47.59	Public Health Act 1936 s87
	3311	Screwfix	1320130216	Tools	14.57	2.91	17.48	LGA 1972,s.133

3411	Screwfix	1320796699	Screw hooks & Eyes & PPE for Estates Officer	19.82	3.96	23.78	LGA 1972,s.111
3511	Sprint print	FRAMPARI	Banners	110.00	22.00	132.00	LGA 1972,s.111

FC.19. 2259 COMMITTEE MEETING MINUTES AND WORKING GROUP NOTES

a Attendees of Committees & Working Groups
Councillor D Hockey advised that he would continue as a representative on the Climate & Nature & Staffing Committees but will no longer be a representative on the Pavilion working group.

Review of Committees

Council considered the current Committees and working groups and noted the difficulties of arranging these meetings and on occasion they were not quorate, which was causing additional work and time for staff.

IT WAS RESOLVED:-

- That the Events Committee try for a Committee meeting on the 30th November 2022 and if a meeting could not be arranged in the near future it should be changed to a working group. Cllr A Pullen stated he would become a full member of this Committee, rather than a substitute.
- The Communications and Community Engagement Committee should be disbanded and it should just be a Working group reporting into the Finance & Governance Committee.
- The Drainage Project Steering Group should produce an end of project report, to be submitted to Council and this group can then be disbanded.
- Security including Community Safety working group should be disbanded, as this project has finished and the balance of the funding transferred to the EMR Property Building Fund.
- 4 parish interim joint working group- Cllr T Clark will join this group. The Clerk advised that she is struggling to identify an organisation with green belt expertise to provide costs for the survey.

Council reviewed the representatives on the Committees & Working groups.

IT WAS RESOLVED:-

- to approve the amendments highlighted in red and note the temporary changes in blue.

Committees

Committee	Members	Substitutes	Non-Voting
Climate & Nature	David Goodwin (Chair) Julian Selman (Vice-Chair) 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
Events	Matt Hemmings Edwina Pennell David Goodwin Tim Niblett Andy Pullen	Julian Selman	Jill Allen Jan Webb (Officers)

All in favour.
Clerk

All in favour.
Clerk

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

All in favour.
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 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	Jill Allen Jan Webb (Officers)	
	Pavilion working group	Tim Niblett David Goodwin Tristan Clark David Williams 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) Ian Davidge	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	
	4 parish interim joint working group- Single issue resident's survey	Julian Selman Dave Hockey Linda Williams Tristan Clark	Clerk	
	Climate Emergency working group	Linda Williams Julian Selman Tristan Clark	David Hanks Daisy Finnear (Officer)	
	Budget working group	Linda Williams Tristan Clark David Williams Tim Niblett	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 Wolfgang-James (Officer)	
b	<p>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:</p> <p>Planning Committee meetings held on the 27.10.2022 & 15.11.2022, these were noted and the recommendations were considered:- IT WAS RESOLVED to approve the revised Planning Committee Terms of Reference.</p>			All in favour. Clerk
c	<p>Climate & Nature Committee held on the 9.11.202, the minutes were noted and the recommendations were considered:- IT WAS RESOLVED:-</p> <ul style="list-style-type: none"> • Rockwell Wood-that the Climate & Nature Officer drafts a letter to the manager of Rockwell Wood to express concerns over the management of the riverbank and offer support from FCPC C&N Committee & Frampton Nature Group for future management. This is to be circulated to all councillors for approval. To put an open letter in Frome Valley Voice for all landowners offering advice on land management for nature. • Herbicide usage-After a debate IT WAS RESOLVED:- -NOT to agree to a timeline of 6 months to fully eliminate herbicide usage and to establish a nonchemical management plan for The Park and NOT to team up with the sports clubs to ask if they would help with manual weed maintenance. -The Amendment to the motion was considered to revise the Chemical Pesticide Policy IT WAS RESOLVED to revise section 4.1 of the Chemical Pesticides Policy as follows – “4.1 If weeds are not controllable via hand pulling/strimming on sports pitches and alternatives to chemicals are not viable, spot treatment permission may be sought from the Parks and Recreation Committee as a last resort if weeds are causing health and safety and quality issues for sports use. If urgent, the Clerk shall have delegated authority to authorise the use of pesticides but must inform the Parks and Recreation Committee.” - If the Climate & Nature Committee identifies any significant research specifically for sports grounds relating to the non-use of herbicide, this will be considered in the future. • Grass area at the Brokeridge Centre- IT WAS RESOLVED that the Frampton Cotterell Nature Group manage the grass area at the Brokeridge (behind the play park) as a community tree nursery/wildlife garden and to link into the Play area strategy. 			All in favour. C & N Officer
d	<p>Parks & Recreation Committee held on the 22.11.2022, the minutes were noted and the recommendations as considered as follows:-</p>			Majority in favour. Clerk
				Majority in favour. Clerk
				Majority in favour. Clerk
				All in favour. C & N Officer

FC.19. 2263	FRAMPTON GLOBE TROT 2023	
	Council considered the request to use the Centenary Field and access for the annual Frampton Globe Trot 2023. IT WAS RESOLVED to approve this request for the annual event.	All in favour
FC.19. 2264	USE OF THE GROUNDS OUTSIDE CROSSBOW HOUSE 29TH JULY 2023	
	Council considered the request to use the grounds outside Crossbow House for activities as part of a wedding party. IT WAS RESOLVED to check if it would interfere with the Cricket and to request a plan of where the activities would be located, to enable it to be considered further.	All in favour Clerk
FC.19. 2265	CHRISTMAS MESSAGE ON THE COUNCIL'S CHRISTMAS CARD	
	As there were no volunteers to provide the Christmas message IT WAS RESOLVED that the Chairman of the Council will provide the message.	All in favour M & C Officer
FC.19. 2266	CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA	
	The correspondence was noted. The Clerk asked if there was any correspondence that councillors regularly receive that they did not want, all councillors advised they were happy to receive all the regular correspondence.	
FC.19. 2267	EXEMPT ITEM	
	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.	
FC.19. 2268	STAFFING COMMITTEE RECOMMENDATIONS	
i	NJC Pay Award Council were advised that the final pay award was the same as the proposed, previously approved. IT WAS RESOLVED to approve the NJC pay award for all staff, backdated to April 2022.	All in favour
ii	Marketing & Communications Officer Council considered approving the increase in the Marketing & Communication Officers working hours to fulfil all the anticipated aspects for the role to a high standard. IT WAS RESOLVED to increase the Marketing & Communications Officer working hours from 15 hours to 20 hours from the 1 st December 2022.	All in favour
iii	Spot Salary <i>The Clerk left the room.</i> Council considered the Staffing Committee recommendation to remove the last member of staff on a spot salary and place the member of staff on a NJC spinal point salary, taking into account the duties of the role. IT WAS RESOLVED to approve the NJC spinal point salary recommended by the Staffing Committee from the 1 st April 2022.	All in favour

FC.19 2269	DATE OF NEXT MEETING	
	Thursday 19 th January 2023 at 7.00pm at the Bockeridge Centre and it was noted that an Extraordinary Council meeting may be required to finalise the budget and precept.	Clerk

The meeting closed at 8.59pm

Chairman Date:

SGC – South Gloucestershire Council PC – Parish Council
M & C Officer- Marketing & Communications Officer
C & N Officer- Climate & Nature Officer