

Frampton Cotterell Parish Council



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**Minutes of the Frampton Cotterell Annual Parish Meeting
Held on 19 May 2022 at 7pm
At The Brockeridge Centre, Woodend Road, Frampton Cotterell**

Present: Councillors Mrs L Williams- Chair, T Clark, D Hockey, Pat Hockey, T Niblett, D Goodwin, J Selman and E Pennell.
District Councillors- C Young & J Lean.

Members of the Public- 16 , which included representatives from Floral Friends of Frampton, Jubilee Allotment Holders Association, Over 50's Computer group, Frampton Cotterell Rugby Club, FACE and Paul's Place

Council Officers: Linda Squire- Clerk, CEO & RFO
Daisy Finniear- Climate & Nature Officer
Dani Wolfgang- James- Marketing & Communications Officer

Apologies: Councillors M Hemmings, D Williams and J Hunt
Kate Colechin- Frampton Cotterell Playing Field Management Committee, PC Finbar Simmons- Avon, and Somerset Constabulary, Edward Eedle -PCSO, Dawn Young- FACE, Keith Powell- Over 50's Computer group

The Chair welcomed everyone to the meeting and introduced the Councillors in attendance.

1 Minutes of Annual Parish Meeting – 20 May 2021

IT WAS RESOLVED that the minutes of the Annual Parish Meeting held on 20th May 2021 be confirmed as an accurate record and signed.

2 Presentation of the Freedom of the Parish

The Chairman of the Council Linda Williams presented the Freedom of the Parish framed scrolls to Pat & Dave Hockey on behalf of Frampton Cotterell Parish Council. The Chairman highlighted that Pat & Dave are the first to receive this honour and it is in recognition of their long public service spanning over 70 years between them. During this time they have been heavily involved in Parish, District and County Council matters, dedicating huge amounts of time and effort endeavouring to represent the people of Frampton Cotterell and improve the parish, in particular the environment which is very important to them both.

A short video was played showing the installation of the bug hotel at the Centenary Field earlier in the day and the two plaques that are fixed on it, one of which is a dedication to Pat & Dave Hockey recognising the award of the freedom of the parish.

Both Pat & Dave thanked the Council for the award.

3 **Annual Reports**

Chairman's Report

Cllr L Williams presented a report on the Parish Council's activities over the past year, recognising the current changing challenging times with the war in Ukraine, coupled with significant cost of living rises, that are linked with the reopening of the economy following the pandemic, Brexit and the rise in the cost of fuel further exacerbated by the economic sanctions in Russia. (A copy is attached at Appendix 1)

3 **Chair of Finance and Governance Committee's Report- Finance 2021-2 & Budget report 2022-3**

Cllr T Niblett Vice Chair of the Finance & Governance Committee read out the report of the Chair of this Committee which included:-

- the Committee responsibilities,
- changes that had been made,
- grants that had been awarded,
- the purchase of the electric vehicle
- reviewing policies;
- recommending the precept to Full council for the 2022-23 financial year
- Reviewing ear marked reserves.
- Highlights of the unaudited accounts of the year 31st March 2022

The full report is attached at Appendix 2.

4 **Chair & Vice Chair of the Climate & Nature Committee- Report**

Cllrs David Goodwin & Julian Selman jointly presented the Climate & Nature report, which included:-

- 2021-22 Snapshot of what had happened-
 - planting 300 trees with the Scouts & Nature group,
 - City Nature challenge Bioblitz event;
 - Birding nesting & Pesticide policies,
 - Biodiversity management plan for the Centenary field,
 - Climate & nature social media monthly themes,
- Climate & Nature Action Plan 2021-2024
- Listing the current & future projects

(The Full presentation is attached at Appendix 3)

5 **Chair of the Youth Services Committee & FACE/Youth club**

Cllr Tristan Clark provided an overview of the contract being awarded for the youth provision at the end of 2019, it started with outreach work and then the pandemic hit and FACE as everyone else did had to adapt to the unprecedented circumstances. FACE met online with the youngsters. The service has moved on now and the numbers are increasing substantially since the start of 2022.

FACE representatives- confirmed that the numbers attending are growing rapidly, through word of mouth and children bringing their friends. The Youth Council are organising days out, planning the youth awards night for SG Youth awards, including hosting it and they have been asked to do it again next year. Some of the youngsters wanted to go to Parliament and with assistance of some small S106 funding this will be possible. The Youth Council want to grow the group and intend promoting it by producing a Tiktok video and taking it into schools in September.

Currently they provide a youth café after school on a Wednesday afternoon at the Pavilion, youth groups at the Pavilion and the Brockeridge centre and outreach. There are different

activities each week, jubilee celebrations are taking place next week, and they are planning summer trips and half day sessions.

6 Jubilee Allotment Holders Association

Phil Handy, Chair –Advised that there are 48 plots on the site and they are all currently occupied. A recent survey did identify that some were being neglected and the FCPC office have issued letters asking for this to be sorted out.

Fortunately they had not been greatly affected by covid, they had cut down on their meetings and the cultivation carried on. A spring clean has taken place, however unfortunately the skip that had been provided by the council had been overfilled and it has taken longer to finalise the clean-up. The skip was collected on the 25th May (yesterday) and the allotment site looks a lot better.

Frampton Cotterell Nature Group want to manage one of the verges for invertebrates, reptiles and amphibians, an area has been cleared and roped off for this. The Nature group have also planted 3 apple trees.

7 Village Action Group

Phil Handy-advised that the group had been around a long time at least 25 years. Litter busters go around the village monthly with Village action equipment. They are looking to do a reprint of the heritage walk booklet, as some footpaths are no longer passable, amendments have been made and a printer will be investigated.

Windows Art Trail- number had dropped so its unlikely it will be done next year, unless anyone else wants to take it on.

They take part in the Frome Valley Forum and discuss all aspects of the Frome Valley which covers the area from the Cotswolds to the City.

Good Neighbour scheme- has been impossible during lockdown, but are considering resuming it soon and will try and get more volunteers.

They work closely with Floral friends and donated to the nature group for their start-up costs. Website & Facebook is kept up to date with things going on around the village and thanked Lousie who publishes the Village Diary.

Floral Friends of Frampton

Celia Zlobec-Chair of Floral Friends of Frampton advised that Floral Friends have now been working together successfully since 2014 with the aim of improving our local area by planting seasonal displays around the village. Celia's report included the planter displays, sensory garden, seasonal display at Woodend/Beesmoor, wildflower areas and fund raising. There are approximately 20 volunteers at the moment and anyone interested can join the group.

Celia thanked the Council for filling up the planter reservoirs.

(The full report is attached at Appendix 4)

Over 50's Computer group

Cllr T Clark read out the report from the Computer group.

The report is attached at Appendix 5)

9 Other groups

9a Frampton Cotterell Playing Field Management Committee (FCPFMC)

Cllr T Clark read out the report from FCPFMC.

The report is attached as Appendix 6.

9b Frampton Cotterell Rugby Club

Martyn James- Secretary of the rugby club thanked the Council for their support and the renovation of the pitch which coincided with the covid pandemic. He explained they were a charity and provided rugby for the community. Their membership comprises 234 boys, 34 girls and 80 adults. Their youth team range from under 6 years old up to under 16 and have

4 senior sides. Last season the senior side finished 3rd in the league, which is their best ever achievement. The juniors have been growing constantly over the last 3 years. One of their key objectives is to have their own girls' teams for under 12's, under 14's, under 16's and a senior ladies.

10 **Open Forum**

Y2 Bus cancellation- a youth group representative raised the Y2 bus cancellation as this is the only way to Downend that isn't costly and cycle paths are not available all the way. Could the Council help.?

Cllr Clark, District Councillor and Parish Councillor explained that there were issues with the Y2 & Y4 bus service reductions. People need to lobby the Metro Mayor and the Leaders of the 3 District Councils, namely South Gloucestershire, North Somerset and Bristol. There is a bus driver shortage as some have become HGV drivers as haulage companies have offered lucrative contracts.

They were advise that It will be raised with the Metro Mayor and the local MP.

District Councillor Claire Young advised that it has been raised at a SGC Scrutiny meeting and the Metro Mayor, Dan Lewis has been invited to the next scrutiny meeting, members of the public are allowed to speak for 5 minutes, if the youth group representative provides her contact details to Claire she will advise them when the meeting is going to be held.

Nature Walk booklet

It was suggested that a nature walk booklet with a mobile app could be looked into and FACE could help to target schools and Facebook pages.

It was advised that the Climate & Nature Officer and the Chair and Vice Chair of the Climate & Nature Committee will follow up the App idea and it will link with the Bioblitz event.

11 **Update from Groups that had received grant funding during 2021-22**

Paul's Place

Keri explained Paul's Place is a charity that enhances life for physically disabled adults. They provide social activities that connect people, reduce isolation, improve health and wellbeing and give people the opportunity to develop new skills and enjoy new experiences.

Keri is the new sports co-ordinator/ support worker, they went virtual during covid. Last year they received Sports England funding and identified what type of exercise was needed, yoga came out on top and the mental and physical benefits are amazing. When the Sports England funding came to an end, the parish funding meant it could continue.

Keri thanked the Council for the funding.

Cllr Clark advised everyone that the Parish Council have grant funding available each year and the grant policy was on the Council's website or the Clerk could be contacted direct. He did stress that the Council cannot always provide full funding.

The Chairman thanked everyone for attending and encouraged everyone to enjoy the refreshments provided.

Date of Next Annual Parish Meeting
EARLY APRIL 2023 (PRIOR TO THE ELECTION)

The Chair
Signed:

Dated:

Chairman's Annual Report

Welcome to the Frampton Cotterell Annual Parish Meeting in significantly changed times, in as much as we are facing a new global crisis with the war in Ukraine coupled with significant cost of living rises, that are linked with the reopening of the economy following the pandemic, Brexit and the rise in the cost of fuel further exacerbated by the economic sanctions on Russia. The Global warming crisis continues meaning there are challenging times ahead with the focus moving away from what is on our doorstep and the spotlight falling on our interconnectivity with our fellow human beings and the environment.

We are of course largely past the Pandemic with life returning to normal for most people, however, there are those whose lives have been changed following the death of a loved one due to Covid; a bench has been erected at the Park and a memorial tree planted at the Centenary field, and a plaque of dedication will be unveiled shortly. We are very grateful to those that selflessly supported our community during the lock downs and we hosted a Cream Tea for Hero's event as a thank you, which was very well attended and received.

The Council has continued to provide services during the last 12 months including reviewing and where necessary renewing bins throughout the parish and of course disposing of the collected waste therein. The parks and open spaces that were so valued during lockdown have been maintained and enhanced. To mark the Queen's platinum jubilee 300 whips were planted at the Centenary Field, with the able assistance of the Scouting Organisation and a tree survey to ascertain the impact of ash die back has been completed.

The first stage of the drainage project at the Park has come to a close, although, we acknowledge it was not as problem free as we would have liked. However, the Cricket club will be using their pitch this season greatly benefitting from the new irrigation system recently installed and the pitches will be usable in the Autumn for the Rugby and Football clubs. Other improvements are the floodlighting for training in winter. We have learned a great deal from this project and will be looking to apply that knowledge to the second stage in due course.

The Council is continuing with its commitment to young people with the expansion of services offered and used. One particular highlight is the establishment of a Youth council, full details of this and others will be expanded upon by Tristan Clark, the Chairman of the Youth Services Committee together with a representative from FACE who provide the service on our behalf.

The Council's Climate and Nature Committee has been extremely active this past 12 months with the organisation of a very successful Bio-Blitz event in conjunction with Frampton Cotterell Nature Group. They have also made a huge contribution to the formulation of the Council's response to the SGC Local Plan consultation. This document is extremely important as it will shape growth and change in our area over the next 15 years potentially, and will affect housing development, job creation, and

climate change. Full details of the activities of Climate and Nature will be given by David Godwin, the Chairman of the committee, in his report.

The Council has provided grants to the community totalling £6,471.86, full details of the beneficiaries and how to apply are on our website. The Council continues in its ambitions to enhance the village for the benefit of its parishioners, with the creation of a 3-year plan, the funding of which links into the setting of the budget and the Parish precept annually; a full report from the Chairman of the Finance and Governance Committee, David Williams, will follow.

We will shortly be unveiling a huge bug hotel to be sited at the Centenary field, and this will be to celebrate 100 years of the Parish Council and also be dedicated to Pat and Dave Hockey in recognition of their public service of over 70 years between them and to mark their award of the freedom of the parish, they will be the first to receive this honour.

The Council cannot function without its staff and we have seen significant change in this respect over the past 12 months. We appointed Linda Squire as our new Clerk/CEO in the Autumn of last year; she has fitted into the role seamlessly and will prove to be a great asset to the parish. We also have a new Communications Officer, Dani Wolfgang-James, who is working very hard to keep parishioners informed of the Council's activities. You may well have noticed our higher profile on Facebook and improvements to our website, welcome Dani!

I hope that I have given you a flavour of what we as a Council have achieved over the past 12 months; the next year, as I indicated, will be challenging for all of us; the Council will continue to support the community where it is able in an ethical and environmentally friendly way.

It only remains for me to thank the staff sincerely for all their time and efforts on behalf of the Parish and also the Councillors without whom there would be no Council.

Finance & Government Report

The F & G Committee is responsible for undertaking detailed consideration of all financial matters affecting the Council as specified in the F& G Committee terms of reference. This includes review and approval of payments, bank account activity and monthly financial reports. The Committee approves grants to organisations within the parish.

During the year the responsibility for planning matters passed from the Committee to a separate Planning Committee.

The Committee met eleven times during the year. The Committee agreed that diversification of the Council's funds is important and during the year deposits were made in three independent banking organisations. Grants to local organisations were made to the value of £7,242. The Committee reviewed the Council's annual subscriptions, regular suppliers and annual contracts. Over 20 of the council's policies were reviewed and approved. New Internal Auditors were approved.

In line with the Council's stated intentions to promote a green agenda, an electric vehicle was approved for use by the Council in supporting the infrastructure in the parish.

The F & G Committee recommend to the Council the level of precept required to meet its proposed annual budget. The precept is the amount charged to local council tax payers through their council tax bill. The Council agreed a precept of £354,700, up from £344,369 in the previous year.

Highlights of the Council unaudited accounts for the year to 31st March 22 are:-

- Total income, when compared to the previous year, is significantly less. This is primarily due to the level of receipts from Section 106 grants for the pitch improvement project in the previous year. There is a similar reduction in expenditure, also associated with the drainage project.
- Maintenance costs are higher than the previous year as the Estates and Amenities Officer undertook essential maintenance to the council's assets.
- After the relaxing of Covid restrictions, Youth Services provided by the Council are returning to planned levels.
- Staffing costs are higher due to the employment of an interim clerk during the year.

The Council reviewed its reserve policy and concluded that a general reserve of £150,000 was still appropriate. This represents approximately 4 months of the Council's projected expenditure.

A review of the Ear Marked Reserves was undertaken at the yearend and a number of adjustments made to more accurately support the future expenditure plans of the Council. Going forward the Council has £368,000 set aside for future projects.



FLORAL
FRIENDS
OF FRAMPTON

APPENDIX 4

Parish Council FFF Chair's Annual Report May 2022

Floral Friends have now been working together successfully since 2014 with the aim of improving our local area by planting seasonal displays around the village. These are much admired and appreciated by local residents as well as attracting wildlife to the village.

Planter Displays: We now have 14 of our original wooden planters, 9 Amberol half barrel planters and 6 large Amberol parade planters located around the village which Floral Friends maintain and keep planted with seasonal displays. The Parish Council have kindly helped with filling the reservoirs of these planters during the dry summer months. We are aiming to become more sustainable by planting more perennials and small shrubs while ensuring we choose those that are most wildlife friendly to attract pollinators.

Sensory Garden: This area continues to be much appreciated by residents and has been particularly well used during the recent lockdowns. Our latest installation is a snail carved by Andy O'Neill with funding kindly provided by Nisa Stores. Current plans include using the garden for fundraising events and involving local school children in planting flowers and herbs. Unfortunately there continues to be a problem with litter and minor vandalism.

Woodend: The beautifully maintained seasonal display at Woodend/Beesmoor is still much commented on by passers-by and is a credit to those volunteers who put many hours into maintaining it. Future plans include setting up a weather proof information board with details of plants in this display.

Wildflower Areas: Currently we are re-establishing the wildflower strip at the Glebeland where local school children from Culverhill School have been helping to clear areas and sow seeds/plant wildflowers as a project towards the Duke of Edinburgh Bronze Award. We have also sown sunflower seeds at the Park with Frampton C of E children and sunflower seeds at Watermore Primary.

We hope to work together with the Frampton Nature Group in the future to make the Glebeland a wildflower meadow and are currently planning to fundraise for an Andy O'Neill sculpture for this area to represent the life cycle of a butterfly or dragonfly. This will be in the form of a log which can be sat on, climbed over etc. We are currently awaiting Landlord's Consent from S Glos.

To Conclude:

Fundraising events will be starting up again at last with our Spring Plant Fair on Saturday May 28th. We appreciate all the help we can get and wish to thank the Parish Council for their continued support.

Celia Zlobec

Chair of Floral Friends of Frampton

Frampton Cotterell Computer Group

Report to Annual Parish Meeting

19th May 2022

The Frampton Cotterell Computer Group has continued to operate under very difficult conditions through the last 2 years and more during the COVID 19 pandemic.

This has been achieved due to the continued loyal support of our Committee, Officers, and Volunteers. together with the help where necessary from the Parish Council.

Our operations involve a wide range of activities helping with PC's, Laptops, Tablets, and Smart Phones. The use of which, continue to raise questions and queries particularly from our more elderly residents.

However, we are finding that fewer people than before are coming forward to take advantage of the opportunities provided. So we are our continuing our advertising efforts to encourage more attendees.

To those who may still be concerned about the Covid situation we do still do all we can to mitigate this with the wearing of face masks and using hand gels where appropriate.

We have helped many people during the 22 years of the Groups existence – and we look forward to continuing to provide this help for our community in the future.

Keith Powell

Chairman.



Registered Charity 301534

APPENDIX 6

2021-2022

Beesmoor Road Playing Field and Play Area continues to be a well-liked space for the community. It is managed and maintained by a small group of volunteers. We have a new logo, website and presence on Facebook. We have a number of football teams and fitness groups using the field regularly, which provides us with valuable income. This year we also hosted a dog agility group for a few months.

The play area is still a very popular facility, and as you would expect it is particularly busy after school and at weekends. It's a venue for picnics, visits from the local children's nursery and also a scout group have had den building sessions. The play equipment continues to have regular visual inspections and we are very grateful for the financial support from the Parish Council to allow us to secure a maintenance contract with Touchwood Play, who designed and installed the play area back in 2019. Touchwood have repaired the willow tunnel that was vandalised and is now thriving!

We are now starting to have conversations about the pavilion, which needs updating. We will be collaborating with everyone on ideas for the future.

Raising funds during the pandemic was difficult but we hosted carol singing with 1st Frampton Scouts and Churches Together for Frampton to raise money for bike racks, which will be installed soon.

We are very grateful for the financial support and enthusiasm from Parish Council staff and councillors over the last year.



You can see how popular this tunnel is as there is a path down the middle!