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 23rd February 2023 at 7.00 pm at the Brockeridge Centre and was attended by the following:

Chairman:	L Williams
Parish Councillors:	Cllrs M Bolton, D Goodwin, M Hemmings, D Hockey, P Hockey T Niblett, E Pennell, J Selman, A Williams & D Williams.
District Councillors:	J Lean & C Young
In Attendance:	No members of the public, S Bassett- Estates & Amenities Officer
Clerk/CEO & RFO- Minute Taker:	Mrs L Squire

ITEM	MINUTE	VOTE / ACTION
FC.19. 2291	**APOLOGIES FOR ABSENCE**	
	Cllrs T Clark & A Pullen submitted their apologies. IT WAS RESOLVED that the apologies be noted.	All in favour
FC.19. 2292	**DECLARATIONS OF INTEREST and DISPENSATIONS**	
	There were no declarations of interest or dispensations.	
FC.19. 2293	**APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING**	
	IT WAS RESOLVED that the minutes of the Parish Council meeting of 19.1.23 be approved as a true and accurate record of the meeting.	All in Favour. Clerk
FC.19. 2294	**OPEN MEETING**	
	Cllr Selman raised an issue on behalf of a parishioner who has raised concern about horses escaping from the black rocks field, a landowner blocking footpaths with pallets and barbed wire being installed across the river. This matter will be referred to the Climate & Nature Committee to consider.	C & N Committee

Initials……

FC19. 2295	**CHAIR'S REPORT**	
	The Chairman introduced Stephen Bassett the new Estates & Amenities Officer who was welcomed by all councillors. The Chairman advised that Ian Davidge has resigned as a councillor. IT WAS RESOLVED to write to Ian thanking him for participating in the Council.	All in favour /Clerk
FC19. 2296	**DISTRICT COUNCILLOR REPORT**	
	Land West of Park Farm, Thornbury Appeal Decision In the recent appeal decision at Old Sodbury a Planning Inspector found that the defined settlement boundaries, set out in SGC's adopted planning policies, are out of date as they have not been recently reviewed. They concluded from this that the tilted balance set out in paragraph 11d) ii) of the NPPF should be applied. This states there should be a presumption in favour granting planning permission unless "***any adverse impacts of doing so would significantly and demonstrably outweigh the benefits***". This Inspector concluded that South Gloucestershire Council technically still had a 5 year housing land supply. On Monday 13th February, following a separate appeal defeat over the Land West of Park Farm in Thornbury, a different Planning Inspector concluded that South Gloucestershire Council now only has a housing land supply of 4.77 years. During the public inquiry phase of the appeal SGC had claimed it could demonstrate a housing land supply of 5.54 years whilst the appellants contended it was only 4.33 years. In their deliberations the Inspector examined the build out rates of the major development sites that were identified when the *Core Strategy* was adopted; these are the new neighbourhoods at Cribbs/Patchway, Harry Stoke and North Yate. They concluded that SGC's calculation is based upon unrealistically high build out rates when compared to historical pre-pandemic construction figures. As a consequence of this they concluded that over 1,000 dwellings should be removed from the housing land supply calculation. They also found the windfall allowance (i.e. the number of dwellings likely to be constructed over 5 years as small scale residential development) was too high. South Gloucestershire Council has a housing requirement of 7,287 new dwellings over a 5 year period but could only demonstrate a supply of 6,948 dwellings. Having failed to demonstrate a 5 year housing land supply the Inspector applied the titled balance and granted outline planning approval for 595 dwellings, a primary school as well as a retail and community hub. It is now fairly likely that SGC, as a Local Planning Authority, is going to have to start regularly applying the tilted balance when arriving at planning decisions (both delegated decisions by planning officers and decisions made at committee). The Thornbury decision was only an outline planning decision; it will not, in itself, restore a 5 year housing land supply as a reserved matters application must be approved before construction can commence. Even if SGC, in the coming months, can increase its housing land supply to 5 years it is likely that the titled balance will still come into play due to the settlement boundaries being out of date. That is unlikely to change until the new Local Plan is in what is termed "an advanced stage" (i.e. it has been formally submitted for public examination but not yet cleared for adoption). As the Local Plan Delivery Programme only envisages submitting the draft Local Plan to the Secretary of State for examination in August 2024 there is likely to be a steady increase in speculative applications and appeals in the intervening period. These two decisions are strong incentives for developers to pursue this path rather than wait for the Local Plan to be adopted. Land outside of the Green Belt but close to the current settlement boundaries is particularly vulnerable. **Community Engagement Forum Combined Pilot Meeting** On Tuesday 28th February at 7 p.m. South Gloucestershire Council will be running an online pilot Combined Community Engagement Forum (CEF) meeting. It will cover 4 existing CEF areas – Boyd Valley, Cotswold Edge, Frome Valley & Yate. The agenda has yet to be published and it remains to be seen how well the meeting will function. The area is currently represented by 17 district councillors	Cllr Clark

(in 8 unitary wards) and by 25 civil parishes (2 towns, 21 entire parishes and portions of 2 further parishes).

Tackling Violence Against Women and Girls
South Gloucestershire Council, working in conjunction with the Safer and Stronger Communities Strategic Partnership, have launched two surveys to find out more about women and girls' safety in South Gloucestershire and to understand what local people and organisations think about tackling violence against women and girls in our area. The deadline is Friday 24th February.

The two surveys are for:

- Residents of South Gloucestershire. In particular they want to hear from women and girls but the survey is open to all residents – www.southglos.gov.uk/womens-safety-survey-residents
- Professionals, organisations, partners and those working with women and girls – www.southglos.gov.uk/womens-safety-survey-organisations

Greenprint Project
South Gloucestershire Council, working with West Sussex County Council and partners, has been given the green light to move forward with a new joint project 'Greenprint', which aims to explore how plant material mowed from our roadsides can be used for bio fuels and road materials. The councils will be working with partners including Plantlife International, research and highways sector partners, and the project will launch later this year.

Funded by the Department for Transport (DfT), Live Labs 2 is a three-year national innovation programme developed by The Association of Directors of Environment, Economy, Planning & Transport (ADEPT) to achieve zero carbon local roads and highways across the UK. Greenprint will receive a £4.7 million share of the £30 million funding. The project will see a 'green carbon laboratory' examining the role that highways 'green' assets such as grass mowed from roadside verges can play in providing a source of materials and fuels to decarbonise highway operations, for example, using biomass from green waste to create alternative fuels and asphalt additives.

Councillors raised concern regarding the recent planning appeal decisions and want to proceed with the intended joint parish survey.
IT WAS RESOLVED to try and arrange a joint council meeting in March, hopefully with some survey costs to progress this. — Clerk

FC.19. 2297 — **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
28/02	Mendip District Council	3129654	Legal costs	580.00	116.00	696.00	LGA 1972,s.111
29/02	ALCA	SUBS-2022-130	ALCA subscription- Feb-March 2023	177.96		177.96	"

Initials……

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
480	Ionet	31550	Cllr training	40.00	8.00	48.00	LGA 1972,s.111
481	Stone King	208952	Pavilion redevelopment	1000.00	200.00	1200.00	"
479	Ionet	31433	Quarterly charge	250.00	50.00	300.00	"

FC.19. 2298 **COMMITTEE MEETING MINUTES AND WORKING GROUP NOTES**

a

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.

All in favour. Clerk

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
Finance & Governance	David Williams (Chair) Tim Niblett (Vice-Chair) Linda Williams Tristan Clark Andy Pullen	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	Julian Selman	Kim Jefferies (Officer)
Planning	Tristan Clarke (Chair) Julian Selman (Vice-Chair) Matt Hemmings Tim Niblett David Williams	David Goodwin	Clerk

Initials……

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 David Williams	Linda 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 Andy Pullen	Kim Jefferies (Officer) Daisy Finnear (Officer) Representatives from the Rugby, Cricket, Football
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 Linda Williams David Goodwin (substitute)	Kim Jefferies (Officer)

Initials……

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 Bassett (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)

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: — All in favour

b

Events Committee- Disband

IT WAS RESOLVED:-

- to approve the disbandment of this Committee due to difficulties with achieving quoracy, the Events working group will continue but will report into the Finance & Governance Committee. — All in favour. Clerk
- That the Community awards will be judged by 3 members of the Events working group who will provide recommendations to the Clerk who will have delegated responsibility to make the decision on the awards.

c

Staffing Committee meeting held on the 19.1.2023.
IT WAS RESOLVED to approve the revised terms of reference, relating to staff appointments. — All in favour.

d

Planning Committee meetings held on the 19.1.2023 and 7.2.2023, these were noted and ratified the minutes. — All in favour. Clerk

Initials……

e	**Youth Service Committee** meeting held on the 9.2.2023. IT WAS RESOLVED to approve the Youth Service contract for 2023-24 in accordance with Financial Regulations- FR 11.1 (d)	All in favour.
f	**Finance & Governance Committee** meeting held on the 9.2.2023, the minutes were noted and the recommendations were considered:- IT WAS RESOLVED:-to approve the category charge ranges for Mill Lane allotments from October 2023.	All in favour. Clerk
	<u>Working Groups</u>	
g	**Courts Development Working Group** IT WAS RESOLVED to note the notes of the meeting held on the 31.1.2023. The Chairman of the Parks and Recreation Committee advised that an offer of funding from the Lawn Tennis Association had not been received therefore the Council could not approve this or consider funding the software to run an electronic entry system. If the offer is received before the next Parks and Recreation Committee on the 21.3.23 it will be considered at that meeting.	All in favour. Clerk
h	**Onsite Park Meeting** IT WAS RESOLVED to note the notes of the meeting held on the 9.2.2023 and to arrange another meeting at the Park where all councillors could attend, as well as the Estate & Amenities Officer.	All in favour
i	**Leaf (Local Environment Action Frampton) Working Group** IT WAS RESOLVED to note the notes of the meeting held on the 8.2.2023.	All in favour
FC.19. 2299	**FINANCIAL REGULATIONS REVISION**	
	Council considered the revision to Financial Regulations relating to contracts to reflect Government Procurement level changes. IT WAS RESOLVED to approve these changes, but also consider further amendments to reflect when the Clerk/CEO & RFO is absent. *District Cllr C Young arrived.*	All in favour. Clerk
FC.19. 2300	**FROME VALLEY VOICE ADVERTISING**	
	Council considered the costs for 2023-24 for advertising in Frome Valley Voice and were concerned about the increase in costs. IT WAS RESOLVED to challenge the increase in costs as the Council is a public service not a business and if a reduction in the proposed costs is not possible to reduce the number of advertisements. The final decision to be delegated to the Clerk.	All in favour. Clerk
FC.19. 2301	**EVENTS**	
i	**Annual Parish Meeting** IT WAS RESOLVED for the Clerk to circulate some potential dates in May (after the elections) to all councillors and then establish the preferred date.	All in favour Clerk
ii	**Volunteer cream tea & community awards presentation date** IT WAS RESOLVED that Saturday the 22nd April 2023- 1-3pm will be the date & time for this event.	All in favour Admin Officers
iii	**Councillor to present the community awards.** IT WAS RESOLVED that this will be agreed closer to the event, although the Chairman advised she was happy to present the awards, if no other councillors volunteered.	All in favour

iv	**Format of the Community awards** IT WAS RESOLVED in accordance with the Community award criteria that there will be 6 prizes of £50 each and that these will be Mall shopping vouchers.	All in favour Admin Officers
v	**SGC Warm Spaces grant** Council considered the expenditure for the £500 grant taking into account suggestions from attendees and staff. IT WAS RESOLVED to approve the suggested expenditure which includes refreshments, newspapers/magazines/crossword/puzzle books, crockery, CD player/radio, portable heater and board/card games.	All in favour Admin Officers
vi	**Purchase of Furniture** Council were advised that attendees have requested whether sofas can be purchased but this is not possible using the SGC Warm spaces grant, however the Council could utilise some of the Events revenue budget or ear marked reserve. Council were advised that a second hand sofa/chair was currently available at a cost of £60. This furniture would be used by all users of the Brockeridge Centre. IT WAS RESOLVED to approve the purchase of a sofa/chair costing £60 and review further requirements at a later date.	All in favour Admin Officers
vii	**King's coronation** Council considered whether to celebrate the Kings coronation and were advised that there was a SGC grant that could be applied for, but there were specific restrictions such as no memorabilia and the events had to take place on the Coronation weekend. IT WAS RESOLVED:- not to purchase memorabilia. -and to ask the community on social media if they wanted an event and what they would like before applying for the SGC grant.	All in favour Admin Officers/M & C Officer
FC.19. 2302	**TOWN & PARISH CHARTER**	
	Council considered the revised Town & Parish Charter for South Gloucestershire 2023 and were advised that representatives of the Town & Parish Forum had been involved in the alterations. IT WAS RESOLVED to approve the revised Town & Parish Charter for South Gloucestershire 2023.	All in favour Clerk
FC.19. 2303	**COMMUNITY PHOTOGRAPHY EXHIBITION PROPOSAL**	
	Council considered the request to carry out a Community Photography Exhibition in the area. IT WAS RESOLVED to approve the project and request whether digital cameras could be used instead of disposable.	All in favour Clerk
FC.19. 2304	**RESPONSE FROM THE DIOCESE REGARDING THE COVENANT**	
	Council considered the response from the Diocese's solicitor for the deed of release for the covenant and regrant and the Council's solicitor's view. IT WAS RESOLVED that :- • the Council are happy with the restriction specified in the new covenant schedule 2 (1) as the Council also want the buildings/land to be used for the community/park activities etc. • the ceiling costs figure should be agreed and double checked with the Diocese previous estimated costs. • The Council are happy with the plans and the description of the permitted use. •	All in favour Projects Officer

Initials……

FC.19. 2305	**CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA**	
	The correspondence was noted. Council were advised of the Subject Access Request received.	
FC.19-2306	**DATE OF NEXT MEETING**	
	Thursday 30th March 2023 at 7.00pm at the Brockeridge Centre	Clerk
FC.19. 2307	**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.	All in favour
FC.19. 2308	**COMPLAINT FROM ALLOTMENT PLOT HOLDER**	
	Council considered the complaint received from an allotment holder and all the correspondence relating to this matter. IT WAS RESOLVED that the termination of the allotment tenancy was correct and the Council were satisfied with the investigation. The allotment holder will be advised of the outcome of his complaint.	All in favour Clerk

The meeting closed at 8.26pm

Chairman ……. Date: ……

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

Initials……