



AN ORDINARY MEETING of the PARISH COUNCIL was held on Thursday 27th July 2023 at 7pm at the Brockridge Centre and was attended by the following:

Chairman: L Williams

Parish Councillors: Cllrs M Bolton, T Clark, D Goodwin, D Hockey, P Hockey
A Lankester & A Williams.

In Attendance: No members of the public

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

ITEM	MINUTE	VOTE / ACTION
FC. 27/07/ 2023-1	APOLOGIES FOR ABSENCE	
	Apologies were received from Parish Cllrs E Pennell & D Williams and District Councillors C Young & J Lean IT WAS RESOLVED that the apologies be noted.	All in Favour
FC. 27/07/ 2023-2	DECLARATIONS OF INTEREST and DISPENSATIONS	
	There were no declarations of interest or dispensations.	
FC. 27/07/ 2023-3	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETINGS	
	IT WAS RESOLVED that the minutes of the Parish Council meeting held on 29.6.23 be approved as a true and accurate record of the meeting.	All in Favour. Clerk
FC. 27/07/ 2023-4	OPEN MEETING	
	No questions were received.	
FC. 27/07/ 2023-5	CHAIR'S REPORT	

	<p>The Chairman acknowledged the resignation of Matthew Hemmings as a Parish Councillor and stated that he will be sadly missed and wanted to relay the Council's thanks to Matt for all his work particularly at the Park.</p> <p>The Chairman will be discussing with the Marketing & Communications Officer ways to promote and encourage people to become a councillor.</p>	<p>All in Favour.</p> <p>Chairman/ M & C Off</p>
<p>FC. 27/07/ 2023-6</p>	<p>DISTRICT COUNCILLOR REPORT</p>	
	<p>Ongoing Suez Pay Dispute and Industrial Action</p> <p>Suez have informed South Gloucestershire Council that a significant number of their employees, currently on strike due to an ongoing pay dispute, will be off work until 3rd September. Members of the Unite trade union are also striking over the contract offers made by Suez in Somerset thereby restricting the number of agency workers that are available to provide cover for striking staff here. SGC is working to minimise the impact of the strike and provide the widest level of service possible under these challenging circumstances.</p> <p>SGC is continuing to prioritise black bin collections to dispose of waste that has the potential to be malodorous, unsanitary and noxious (personal hygiene items, medical waste, nappy sacks, pet waste, etc.). Residents should put out their black bin on their normal collection day. If it is not collected, this should be reported as a missed collection and a crew will return to collect it as soon as possible. This can be reported at https://beta.southglos.gov.uk/report-a-missed-waste-or-recycling-collection.</p> <p>There is regrettably not enough staff available to collect recycling or garden waste at present. Residents are urged to not put these containers out. Garden waste subscriptions that are affected will be extended to reflect the missed collections. Residents do not need to contact the council for this to happen. Deliveries of replacement bins and boxes, along with bulky waste collections, have also had to be suspended during the industrial action.</p> <p>SGC is conscious of residents' concerns around recycling and food waste not currently being collected. Special arrangements have been made for extra deposit points at locations across the district in addition to the Sort It centres in Yate, Mangotsfield and Thornbury. Recycling and food waste can be taken to four additional locations around South Gloucestershire every weekday between 8 a.m. and 2 p.m. These locations are:</p> <ul style="list-style-type: none"> • Yate Park and Ride, Badminton Road, Yate, BS37 5YS • Cleve RFC Car Park, The Hayfields, Cosham Street, Mangotsfield, BS16 9EN • Stoke Gifford Park and Ride (Parkway station) – Hunts Ground Road, BS34 8XX • Lyde Green Park and Ride – Willowherb Road, BS16 7GG • Page Road short stay car park Staple Hill – Page Road, BS16 4NE • SGC North Way site, Filton – BS34 7QG <p>Recycling (cardboard, paper, glass, cans and plastic) can also be deposited in recycling skips (bring banks) 24/7 at:</p> <ul style="list-style-type: none"> • Warmley community centre car park, 20 Deanery Road, Bristol BS15 9JB • The Batch community centre car park, 8a Park Rd, Barrs Court, Warmley, Bristol BS30 8EB (operational from midday on Tuesday 4 July) <p>Facilities for the collection food waste have been added at Sort It centres in Yate, Thornbury and Mangotsfield. Residents can also dispose of recycling and garden waste there. To help minimise smells use a plastic bag or double bag the food waste and ensure it is tightly tied to seal it.</p>	<p>Cllr Clark</p>

SGC is aware there have been queues forming at the Sort It centres during peak times (11 a.m. to 2 p.m.). Residents are asked to visit outside these hours if possible. Yate Sort It Centre is now open earlier at 8 a. m. Unfortunately, the Little Stoke site will remain closed for the foreseeable future. The Revive shop at Thornbury Sort It Centre will also remain closed.

Bus Services Saved

The Stagecoach 460 service, which serves pupils in Coalpit Heath and Frampton Cotterell studying at Winterbourne Academy, will continue in September after South Gloucestershire Council confirmed it will support the service for another academic year using funding secured from housing developers. Stagecoach had previously warned that the 460, the 459 (from Emersons Green & Lyde Green) and the 427 (from Frenchay) school services have become financially unsustainable and were at risk of being cancelled now the current academic year has finished. Discussions between SGC, WECA and bus operators, concerning other threatened school services, are still ongoing. The council is looking to retain as many of these services as possible and find ways to guarantee the long-term sustainability of these routes. SGC has also announced that the Stagecoach 84/85 services, between Yate and Wotton-under-Edge, have been secured until Easter 2024.

Cllr Chris Willmore (Cabinet member for Regeneration, Environment and Strategic Infrastructure) said: “The scrapping of these services would have resulted in significant disruption for the many children who use them to get to school safely throughout the year. I am pleased that we were able to find a solution to fund them as it is vitally important that children can continue to get to school. We are also looking at solutions with other services under pressure, so it is important that we work together to try and keep the wheels turning on bus routes that provide a transport lifeline in our communities.”

A432 Badminton Road M4 Overbridge Closure

National Highways (NH) has closed a section of the A432 Badminton Road to carry out detailed structural investigations of the M4 bridge adjacent to the A4174 ring road. Initial survey work has revealed accelerated deterioration and cracking to the southeast underside of the bridge structure. The bridge must, in the interests of public safety, remain closed to all motorists until these investigations and assessments are completed. Safety permitting access will be maintained for pedestrians and cyclists. The Y1 bus service is being diverted along the B4058 (Bristol Rd) and Church Road in Frampton Cotterell, including the stops on route, whilst the closure is in place.

One Network currently shows the A432 road closure until February 2024. Further investigations by NH are necessary to reveal the full extent of the work required. NH has estimated that analysis will not be completed before December 2023. The end date for the bridge closure is likely to be updated when the extent of the deterioration is known.

SGC has confirmed the right turn at Hambrook lights on the ring road will remain closed as the arrangements in place are the most efficient way of moving traffic through the junction along the ring road. This was demonstrated during the previous disruption associated with the Bromley Heath Viaduct work. SGC is monitoring the road network across the authority, utilising both online data and in person inspections, to identify any areas where further intervention may be necessary. Confirmation from SGC of further measures that will be introduced at Kendleshire and Henfield are expected imminently. Residents can raise matters with the StreetCare team on A432bridgeclosure@southglos.gov.uk or 01454 868000.

National Highways are responsible for the bridge over the M4, the investigations and length of work. For further information residents can visit the National Highways website at <https://nationalhighways.co.uk/our-roads/south-west/south-west-maintenance-schemes/> or contact National Highways on info@nationalhighways.co.uk or 0300 123 5000.

	Planning consultation 19 th July 2023 for land opposite the BP Petrol station, it appears the planning application will not be submitted before SGC consider the next phase of the local plan.						
FC. 27/07/ 2023-7	FINANCE AND ACCOUNTS						
i	Payments for approval						
	Ref	Invoice Number	Company	Description	Net £	VAT £	Gross £
	0108	1283	FACE	Qtr 1 charge	9,634.50		9,634.50
	0208	6598	Tel group	Installation & assoc costs- new telephone system	589.00	117.80	706.80
	0308	6599	"	Annual maintenance- Aug 23-July 2024	60.00	12.00	72.00
	0408	1401615151	SGC	Noticeboard licence fee	5.00		5.00
	0508	35460	Avon extinguishers	Annual service & repair- Brockridge Ctre	64.64	12.93	77.57
	0608	35461	"	Annual service & repair- Pavilion	64.31	12.86	77.17
	IT WAS RESOLVED that the payments and alterations of bank details listed above be approved.						All in Favour Clerk
ii	Additional invoices since the agenda was issued						
	Ref	Invoice Number	Company	Description	Net £	VAT £	Gross £
	0708	206-3812360-2697931	Amazon Business	Window restrictors	27.00	5.40	32.40
	0908	783657945-2023-2725	"	Noticeboard repairs	19.98	3.99	23.97
	1008	783657945-2023-2756	"	" "	19.98	3.99	23.97
	1108	1393692877	Trade UK	Maintenance repairs	33.76	6.74	40.50
	1208	1393889867	"	" "	-5.83	-1.16	-6.99
	1308	1394504292	"	" "	5.49	1.10	6.59
	1408	3805326381	SGC	Installation of litter bin on Lower Stone Close	618.05	123.61	741.66
	1508	82	Simply Cleaning Solutions	Pavilion changing rooms/outside toilet 7/14/21/28 th March	430.00		430.00
	1608	163991401-2023-35250	Amazon Business	Hand towels	34.92	6.98	41.90
	1708	GB37DVPABEY	"	Cleaning materials	26.90	5.37	32.27
	1808	1263702055-2023-15157	"	Dish washing liquid	40.96	8.19	49.15
	1908	100354191-2023-38024	"	Descaler	22.46	4.49	26.95
	2008	6331640012775797	Trade UK	Maintenance repairs	53.29	10.66	63.95
	2108	0001476828	Kingfisher	Sentinel bin	798.82	159.76	958.58
	2208	1393827515-2023-4608	Amazon business	Maintenance equipment	15.99	3.20	19.19

	2308	1397634480	Trade UK	Bark	23.75	4.75	28.50	
	2408	597	HGM Plumbing	Sampling/Disinfection of fountain-Brockridge centre/Cent field & water meter investigations	267.66	53.54	321.20	
	2508	22203	ALCA	Councillor training	40.00		40.00	
	2608	22204	"	" "	40.00		40.00	
	2708	152344341-2023-167619	Amazon business	Copier paper	21.50	4.30	25.80	
	2808	GB37J9JABEY	"	Refreshment supplies	24.14	4.82	28.96	
	<p>IT WAS RESOLVED that :-</p> <ul style="list-style-type: none"> the payments listed above be approved. Cllrs L Williams & D Goodwin agreed to authorise the payments through the bank. 							All in Favour Clerk
FC. 27/07/ 2023-8	LIGHTING & CAR PARK AT THE PARK							
i	<p>The Council considered the improvements to the car park lighting at the Park, after receiving previous complaints. This will include 6 lamp post style lamps wall mounted on the pavilion & controlled via individual dusk till dawn sensors</p> <p>IT WAS RESOLVED:-</p> <ul style="list-style-type: none"> to approve the quotation from the Council's preferred supplier, KDJ Electrical Contractors Ltd at cost of £4,150 plus VAT, but to request a timer mechanism to enable the lights to be turned off at 11pm, the additional cost for the timer to be approved by the Clerk. To fund this expenditure from 342 EMR Park Improvement Fund. 							All in Favour Clerk
ii	<p>The Council considered the quotations for filling the potholes at the Park Car Park, after receiving previous complaints.</p> <p>IT WAS RESOLVED:-</p> <ul style="list-style-type: none"> to approve the quotations received for filling 6 potholes at the Park from Green Trees Surfacing Ltd at a cost of £3,403.45 & VAT. To fund this expenditure from 323-EMR Property Building Fund. 							All in Favour Clerk
FC. 27/07/ 2023-9	COMMITTEE MEETING MINUTES							
a	<p>Committees and groups membership lists</p> <p>IT WAS RESOLVED :-</p> <ul style="list-style-type: none"> To keep the councillors the same on the committees and working groups, until hopefully additional councillors join the Parish Council. To try and encourage other youth organisations to attend the Youth Services Committee. 							All in Favour. Clerk
b	<p>Committee Minutes Parks & Recreation Committee-28.6.2023</p> <p>IT WAS RESOLVED to approve the revised Parks & Recreation Committee terms of reference.</p>							All in Favour
c	<p>Planning Committee</p> <p>IT WAS RESOLVED that Council note and ratify the Planning Committee minutes for the meeting held on the 6.7.2023</p>							All in Favour

<p>d</p> <p>e</p> <p>f</p>	<p>Youth Services Committee-13.7.2023 IT WAS RESOLVED to note the minutes.</p> <p>Finance & Governance Committee-meeting held on the 13.7.2023, the minutes were noted and the recommendations were considered. IT WAS RESOLVED that the Council :-</p> <ul style="list-style-type: none"> • Approve the delegation to the Clerk to pay invoices in August and September 2023. • That the floodlights at the Tennis Courts will be considered at a later date after the refurbishment, once court usage data is available. • <u>Allotment tenancy agreement</u> i)To approve the revised allotment tenancy agreement ii) to consider a full refresh of the allotment tenancy agreement effective from October 2024 and advise the allotment holders that this will be taking place when the 2023/24 tenancy agreements are issued. • Approve the Non-financial risk registers. <p>Working Groups Local Environment Action Frampton (LEAF)-5.7.2023 The minutes were noted and the recommendations were considered. IT WAS RESOLVED that the Council :-</p> <ul style="list-style-type: none"> • Approve that a letter is written to SGC Streetcare/Maintenance team regarding changing their management of the Glebeland, Mill Lane and Park Farm to more nature friendly matters. • Not to approve the purchase of jute bags up to a value of £50 to collect tree litter and not to approve council staff to collect this for mulch and composting. 	<p>All in Favour</p> <p>All in Favour</p> <p>All in Favour</p> <p>All in Favour</p> <p>All in Favour</p> <p>All in Favour C & N Officer</p> <p>All in Favour</p>
<p>FC. 27/07/2023-10</p>	<p>TENNIS COURTS- ACCESS PATH</p>	
	<p>The Council considered whether to obtain costs to provide a path to the intended refurbished tennis courts using the s106 funding. IT WAS RESOLVED that the Clerk/Projects Officer will investigate:-</p> <ul style="list-style-type: none"> • If the path alongside the tennis courts amongst the trees could be upgraded, which is on SGC land • The cost of providing a path from the car park to the back of the school • Providing a boot scrapper and a sign asking people to scrape/clean their shoes or change them before using the refurbished tennis courts <p>Once this information has been received it will be submitted to Council for further consideration.</p>	<p>All in Favour</p>
<p>FC. 27/07/2023-11</p>	<p>D DAY ANIVERSARY-6TH JUNE 2024</p>	
	<p>IT WAS RESOLVED:-</p> <ul style="list-style-type: none"> • that the Council will support the D Day Anniversary event on the 6th June 2024 and would like the British Legion involved • that the Events Working Group will consider what should take place and provide their recommendations to the Finance & Governance Committee/ Council. 	<p>All in Favour</p>

FC. 27/07/ 2023- 12	SIGNAGE OUTSIDE THE BROCKERIDGE CENTRE	
	Council considered whether the signage at the Brockeridge Centre should be updated to reflect what activities take place. IT WAS RESOLVED to alter the signage to advertise the regular users of the Centre and that this will include a QR code so this could also be scanned to provide this information.	All in Favour Clerk
FC. 27/07/ 2023- 13	CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA	
	The correspondence was noted. Council considered the letter received from the Frampton Cotterell & District Community Association regarding the old changing room shower block. It was agreed to respond to the Association asking if they would agree for the District Valuer to value the property. Council were advised that SGC had sent an email thanking the Parish Council for hosting the Climate & Nature Community Engagement meeting and thanking the Climate & Nature Officer for talking through the processes of developing the initiatives in our Parish. Council congratulated the Climate & Nature Committee and the Climate & Nature officer for the initiatives introduced and for sharing these at the event.	Clerk/ Projects Officer Clerk
FC. 27/07/ 2023- 14	DATE OF NEXT MEETING	
	Extraordinary Council meeting- end of August to approve the Ridings Road play equipment tender & the Lawn Tennis contracts. Full Council meeting Thursday 28 th September 2023 at 7pm	

The meeting closed at 8.27pm

Chairman Date:

Abbreviations

SGC – South Gloucestershire Council

M & C Officer- Marketing & Communications Officer

C & N Officer- Climate & Nature Officer