

# Frampton Cotterell Parish Council



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

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20th October 2023

**AN ORDINARY MEETING of the PARISH COUNCIL will be held on Thursday 26<sup>th</sup> October 2023 at 7.00pm at the Brockeridge Centre and the following business will be transacted. All Councillors are summoned to attend.**

Kind Regards

*L Squire*

Linda Squire

Clerk/CEO & RFO to the Parish Council

## AGENDA

### **1 APOLOGIES**

MOTION: To note any apologies for absence.

### **2 DECLARATIONS OF INTEREST / DISPENSATIONS**

With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their register of interests as required and request any dispensations under the Localism Act 2011.

### **3 MINUTES OF THE PREVIOUS MEETINGS**

MOTION: Council to approve and sign the minutes of the previous Council meeting held on the 28<sup>th</sup> September 2023

### **4 OPEN MEETING**

Public participation: Members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the chairman of the meeting.

### **5 ZION NEW MINISTER**

MOTION: Council to welcome the New Minister for the Zion Church and receive an overview.

### **6 REPORT FROM THE CHAIR**

MOTION: Council to receive a report from the Chair.

### **7 DISTRICT COUNCILLOR REPORT**

MOTION: Council to receive a report from District Councillor Tristan Clark.

### **8 FINANCE AND ACCOUNTS**

i) MOTION: Council to approve the retrospective payments listed in Appendix 1.

- ii) MOTION: Council to consider approving the invoices for payment listed in Appendix 1 below
- iii) MOTION: Council to consider and approve the invoices for payment since the agenda was issued
- iv) MOTION: Council to nominate 2 councillors to authorise the payments through the bank
- v) MOTION: Council to consider and approve the SLCC membership for the Clerk/CEO & RFO and the Projects Officer
- vi) MOTION: Council to consider and approve the donation to the Poppy appeal
- vii) MOTION: Council to consider and decide whether to approve the Valuation Officer's charges to value the old changing block at The Park

## **9 COMMITTEE MEETING MINUTES**

a) MOTION: To review the Committees and attendees of Committees & Working Groups

### **Committees**

#### **b) Planning Committee**

MOTION: Council to note the minutes of the Planning Committee meeting held on 5.10.2023 including acceptance and ratifying the responses to planning applications.

#### **c) Finance & Governance Committee**

MOTION: Council to note the minutes of the Finance & Governance Committee held on 5.10.2023 including acceptance of the following recommendations:-

- Revisions to the Expenses Policy
- Whistleblowing Policy
- The proposals for the D Day celebrations
- The proposals for the Annual Open Day

#### **d) Climate & Nature Committee**

MOTION: Council to note the minutes of the Climate & Nature Committee meeting held on 18.10.2023 which include acceptance of any recommendations.

### **Working group**

#### **d) Courts Development Working Group**

MOTION: Council to note the Courts Development Working Group notes of the meeting held on the 10.10.2023, which include acceptance of the following recommendations:-

- To request FACE to roll out the survey and approve a fee for them to carry out the work
- Cricket nets location- adjacent to the tennis courts
- Section 106 -Capital/Revenue drawdown split- Tennis court refurbishment

### **Other organisations**

#### **e) ALCA AGM minutes**

MOTION: Council to note the ALCA AGM minutes and presentation by the Frampton Cotterell Climate & Nature Officer.

## **10 ENERGY CONTRACT**

MOTION: Council to consider and decide whether to approve the quotations received for the energy contracts for the Brockridge Centre & the Pavilion

## **11 ALLOTMENT TRANSFER OF TENANCY**

MOTION: Council to consider whether to agree to the transfer of the allotment tenancy to a relative, after the plot holder has passed away.

## **12 TREE ARBORICULTURAL SURVEY REPORT & COST & TREE COMPLAINT**

MOTION: Council to consider and decide whether to approve the quotation received for the Arboricultural survey.

MOTION: Council to consider the complaint regarding a tree at the Park

**13 PARK PATHWAY**

MOTION: Council to consider the report received as a result of the site meeting.

**14 COVENANT UPDATE**

MOTION: Council to note the update from the Diocese's solicitors.

**15 FLORAL FRIENDS REQUEST**

MOTION: Council to consider correspondence received from Floral Friends regarding the border along Beesmoor Road

**16 CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA**

MOTION: Council to note correspondence received.

**17 DATE OF NEXT MEETING**

Thursday 26<sup>th</sup> October 2023, at 7.00 pm at the Brockeridge Centre.

**CLOSED SESSION**

**18** MOTION: Pursuant to the provisions of the Public Bodies (admissions to Meetings) Act 1960 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

**19 RIDINGS ROAD PLAY AREA REFURBISHMENT**

MOTION: Council to consider and approve the final figures and the terms & conditions  
MOTION: Council to receive an update on the Suez grant funding

**Members of the General Public and Press Welcome**

**If you require a copy of any of the non-confidential items please contact**

[clerk@framptoncottesell-pc.gov.uk](mailto:clerk@framptoncottesell-pc.gov.uk)

**Agenda Item 16 – Correspondence & Circular**

Emails Received: Emailed All

SGC- Planning weekly lists & circulated schedules (Emailed)

- SGC- updates/news
- West of England- newsletter updates-
- NALC- Chief Executive's Bulletin
- NALC Newsletter
- NALC-Events
- SGC Community Payback Pop up session--
- SGC Consultations- One Stop shops; Polling District and Polling Place Review 2023; Waste less, recycle more; Car cruise activity Public Spaces Protection Order (PSPO) & Council budget
- SGC-WECA Public Transport Guides -
- SGC- Town and Parish Councils SharePoint Site
- SGC-Heritage and Archaeology Newsletter
- SGC-autumn engagement programme
- SGC-West of England Cycle Hangar Project-
- SGC-Community Engagement Forums update
- SGC-Climate and Nature Emergency events )
- NALC- White Ribbon Day

APPENDIX

<b>Payments for Approval by Full Council October 26<sup>th</sup> 2023</b>						
<b>NO.</b>	<b>Invoice Number</b>	<b>Company</b>	<b>Description</b>	<b>NET</b>	<b>VAT</b>	<b>GROSS</b>
				<b>£</b>	<b>£</b>	<b>£</b>
	<b>Retrospective approval</b>					
289	SI-1856	C R Fencing	Fencing at the Park	3679.00	735.80	4414.80
0910		Room Hire Brockridge ctre	Room Deposit Refund	39.00		39.00
	<b>Other Payments for approval</b>					
1110	HH0053	Hedgehog Rescue	Hedgehog talk	65.00		65.00
1210	FRAMP001	SLCC	National Conference	150.00	30.00	180.00
1310	1421218380	Trade UK	Maintenance supplies	18.76	3.75	22.51
1410	1423096223	Trade UK	Dulux paint	41.66	8.33	49.99
1510	1423518969	Trade UK	Micropoly Sleeve	6.25	1.25	7.50
1610	11488	Green Trees Surfacing	Re-surfacing	1534.00	306.80	1840.80
1710	631	HGM Plumbing	Water Fountain checks	142.68	28.53	171.21
1810	K8042	KDJ	Replace light sensor	95.00	19.00	114.00
1910	K8043	KDJ	Pavilion lights	4465.00	893.00	5358.00
2010	3805393644	SGC	Payroll	120.00	24.00	144.00
2110	3805393110	SGC	Commercial waste	349.31		349.31
2210	163991401-2023- 35250	Amazon	Hand towels	34.92	6.98	41.90