

Frampton Cotterell Parish Council



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

24th November 2023

AN ORDINARY MEETING of the PARISH COUNCIL will be held on Thursday 30th November 2023 at 7.00pm at the Brokeridge 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 26th October 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 CO-OPTION OF COUNCILLOR

MOTION: Council to receive a written application for the office of Parish Councillor and to consider co-opting the candidate to fill the existing vacancies, plus receive oral submissions from the co-option candidate to a maximum of 5 minutes per person.

MOTION: EXEMPT ITEMS. As per the Co-option Policy, prior to consideration of the application received for the office of a Parish Councillor, councillors are invited to pass 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 if discussing the merits of candidate.

MOTION: Council to consider and decide if they wish to discuss the merits of the co-option candidate.

MOTION: Council to vote on the co-option application received.

MOTION: That a councillor co-opted at this meeting complete and sign a Declaration of Acceptance of Office, including an undertaking to abide by the Parish Council's Code of Conduct.

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 payment listed in the Appendix.

ii) MOTION: Council to consider approving the invoices for payment listed in the Appendix

iii) MOTION: Council to consider and approve the invoices for payment since the agenda was issued

iv) MOTION: Council to approve transferring £50,000 from the Unity Deposit account to the Unity Current account.

v) MOTION: Council to nominate 2 councillors to authorise the payments through the bank

vi) MOTION: Request for reimbursement from Mill Lane Allotments Association

9 COMMITTEE MEETING MINUTES

a) MOTION: To review the Committees and attendees of Committees, Working Groups & representatives on outside bodies

Committees

b) Planning Committee

MOTION: Council to note the minutes of the Planning Committee meetings held on 9.11.2023 and 23.11.2023 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 9.11.2023 including acceptance of the following recommendations:-

- **Hire Charges 2024/5**

-Brockeridge Centre- increase hire charges by 5% rounded to the nearest 50p

-Pavilion- Upstairs- increase hire charges by 5%

-Allotment rentals- increase hire charges by 5% rounded to the nearest 10p.

- **Youth Services Budget 2024/5**

- slightly increased figure in the budget setting process

-continuing to use FACE as the Youth Provider.

-Also consider entering into a 3 year contract with FACE.

Other organisations

e) Beesmoor Road playing Fields

MOTION: Council to note the minutes received from Beesmoor Road Playing field.

10 DRAINAGE AT THE PARK

MOTION: Council to consider and decide whether to approve the quotations received for the additional drainage work required at the Park.

11 FINANCIAL REGULATIONS

MOTION: Council to consider whether to approve the revisions to the financial regulations, which include increasing the delegation to the Clerk/CEO & RFO

12 CLIMATE EMERGENCY DECLARATION & ENVIRONMENT POLICY

MOTION: Council to consider whether to approve the :-

- i) Parish Council's Climate & Nature Emergency Declaration
- ii) Environment Policy

13 FCPC INVESTMENT IN RENEWABLE ENERGY CO-OPERATIVE

MOTION: Council to consider whether to approve investing in a renewable energy cooperative managed by Ripple Energy.

14 SGC- STREETING CLEANING AND MAINTENANCE WORK FOR PARISH COUNCIL

MOTION: Council to consider and approve what additional work could be completed by SGC

15 SGC CONSULTATION ON THE LOCAL PLAN

MOTION: Council to note the minutes of the Joint Strategic Planning Working group

MOTION: Council to consider what actions are required to respond to the consultation on the SGC Local Plan

16 GRANTS UPDATE - MEMBER AWARDED FUNDING (MAF) AND AREA WIDE GRANTS (AWG)

MOTION: Council to note the SGC Update relating to the reduction and future removal of the Member awarded funding & Area Wide Grants

17 GLOBE TROT 2024

MOTION: Council to consider and decide whether to approve the application to use Council land for the Globe trot 2024

18 CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA

MOTION: Council to note correspondence received.

MOTION: Council to note the Freedom of information request received regarding the installation of the new gates and fence at Jubilee allotments.

19 DATE OF NEXT MEETING

-Extraordinary Council Meeting early January to approve the budget and precept and
-Thursday 25th January 2024 at 7.00 pm at the Brockeridge Centre.

Members of the General Public and Press Welcome

If you require a copy of any of the non-confidential items please contact clerk@framptoncoterrell-pc.gov.uk

Agenda Item 18 – Correspondence & Circular

Emails Received: Emailed All

- SGC- Planning weekly lists & circulated schedules
- SGC- updates/news
- West of England- newsletter updates-
- NALC- Chief Executive's Bulletin
- NALC Newsletter
- NALC-Events
- SGC-Community Engagement Forums update

Payments for Approval by Full Council 30 th November 2023						
Retrospective Approval						
No.	Invoice Number	Company	Description	NET	VAT	GROSS
2811	Ref: 126324/0014	Stone King LLP	Legal Fees	500.00	100.00	600.00
Approval at Full Council						
No.	Invoice Number	Company	Description	NET	VAT	GROSS
1211	783657945-2023-2756	Amazon	Cork Board			19.49
1411	TPC11045	DCK Accounting Solutions	Accounting Services	287.10	57.42	344.52
1511	18801031747	Dyno	Clear gullies	2280.00	456.00	2736.00
1711	202307	Frenchay Christmas Tree Farm	Christmas Tree	208.33	41.67	250.00
1811	1324	FACE	Youth Service Contract-2 nd quarter	9634.50		9634.50
1911	KPS314689	KCS	Photocopier Contract	108.25	21.65	129.90
2011	KPS322083	KCS	Photocopier Contract	88.12	17.62	105.74
2111	2849	M & G Countryside Developments	Installation of Pond	1500.00	300.00	1800.00
2311	98	Simply cleaning	Cleaning Contract Oct	350.00		350.00
	97	Simply cleaning	Cleaning Contract Sept	350.00		350.00
	96	Simply cleaning	Cleaning Contract Aug	395.00		395.00
2411	1434055205	Trade UK	Tools	71.63	14.31	85.94
2511	1434733777	Trade UK	Grout & trowel	10.82	2.16	12.98
2611	1435661990	Trade UK	Concrete, Resin & Rake	30.07	6.00	36.07
2711	1435662008	Trade UK	Drill Bit	4.83	0.96	5.79
3311	4973	CPS Grounds Ltd	Annual Conservation Contract October	220.75	44.15	264.90
3411	5074	CPS Grounds Ltd	Annual Conservation Contract November	220.75	44.15	264.90