



22nd March 2024

AN ORDINARY MEETING of the PARISH COUNCIL will be held on Thursday 28th March 2024 at 7.00pm at the Brockridge 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

OPEN SESSION

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 MEETING

MOTION: Council to approve and sign the minutes of the previous Council meeting held on the 29th February 2024

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 REPORT FROM THE CHAIR

MOTION: Council to receive a report from the Chair.

6 DISTRICT COUNCILLOR REPORT

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

7 FINANCE AND ACCOUNTS

- i) MOTION: Council to consider approving the invoices for payment listed in the Appendix
- ii) MOTION: Council to consider and approve the invoices for payment since the agenda was issued
- iii) MOTION: Council to nominate 2 councillors to authorise the payments through the bank

8 COMMITTEE MEETING MINUTES

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

Committees

b) Youth Services Committee

MOTION: Council to note the minutes of the Youth Services Committee meeting held on 29.2.2024.

c) Planning Committee

MOTION: Council to note the minutes of the Planning Committee meeting held on 7.3.2024 including acceptance and ratifying the responses to planning applications.

d) Finance & Governance Committee

MOTION: Council to note the minutes of the Finance & Governance Committee meeting held on 14.3.2024 including acceptance of the following recommendations:-

- Transfer of funds for the 2023/24 financial year, any unspent revenue funds at the 31st March 2024 :-
 - For 908 4901 Park Improvements to be transferred to EMR 342 Park Improvement fund
 - For 908 4903 Play area redevelopment to be transferred to EMR 324 Parish play equipment fund
 - For 908 4904 Property Building fund to be transferred to EMR 323 Property Building Fund
 - Any remaining unspent funds to be transferred to a new EMR for the Centenary Field.
- Transfer £150,000 from the Unity Deposit Account to the CCLA investment account, once the 2024/5 precept payment is received in April 2024.
- Scheme of delegation decisions
- awarding the grass cutting contract
- Revisions and approval of policies:-
 - Freedom of information
 - Internet banking
 - Grants policy & application form
 - Subject access request procedure
 - Allotment Policy

e) Staffing Committee

MOTION: Council to approve the recommendations of the Staffing Committee held on the 18.3.024 :-for the revisions to the Appraisal, Supervision & Training Policy.

f) Climate & Nature Committee

MOTION: Council to note the minutes of the Climate & Nature Committee meeting held on 20.3.2024 including acceptance of the following recommendations/requests:-

- request that Full Council consider approving up to £5000 in Ear Marked Reserves for general Climate & Nature projects.
- recommend that the tennis court contractors use a native wildflower seed mix on the tennis court perimeter instead of single species grass seed and to approve any additional associated costs with this contract modification.

g) LEAF

MOTION: Council to note the minutes of the LEAF meeting held on 28.2.2024.

9 PARK PATHWAY

MOTION: Council to decide the closing date for the pathway consultation and elect a new chairman for the Courts working group.

MOTION: Council to consider the correspondence received regarding the proposed pathway from Frampton Cotterell Rugby Club and Frampton Cotterell Cricket Club

10 FACE- BLEED KIT FOR THE BROCKERIDGE CENTRE

MOTION: Council to note that FACE have been successful in obtaining a Bleed kit for the Brockeridge Centre- installation date to be confirmed.

11 FACE COSTS TO CONDUCT A SURVEY FOR THE REDEVELOPMENT OF THE FACILITIES AT THE PARK

MOTION: Council to consider and decide whether to approve the FACE costs for engaging with the schools and youth projects.

12 LOCAL COUNCIL AWARD SCHEME

MOTION: Council to approve the dates for Council and specific council meetings from April 2024 to March 2025

MOTION: Council to confirm that the 3 year plan approved in January 2024, is the action plan for 2024/5 with updates intended once the action plan for the Climate & Nature Emergency declaration has been finalised.

MOTION: Council to consider and decide whether to approve the training & development policy for councillors, including a training record

MOTION: Council to consider and confirm that the Council has all the documentation & information in place to apply for the Local Council Award Scheme Foundation

13 REQUEST FROM THE CRICKET CLUB REGARDING THE PAVILION

MOTION: Council to consider and decide whether to approve the request from the Cricket club to repaint the cricket pavilion.

14 CYBER INSURANCE QUOTATIONS

MOTION:-Council to consider and approve the quotations for the Cyber insurance.

15 DROP KERB REQUEST

MOTION: Council to note the issues experienced when trying to arrange a dropped kerb at the Ridngs Road play area and consider any actions required.

16 DOG FOULING

MOTION: Council to consider the request to provide a solution to the dog fouling in the Parish

17 DCMS LONELINESS CAMPAIGN 2024

MOTION: Council to consider the DCMS Loneliness Campaign and if any support or assistance can be provided.

18 COVENANT AT THE PARK

MOTION: Council to note the signed Deed of Release of Restrictive Covenant and regrant has been received and the land registry requirement.

19 CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA

MOTION: Council to note correspondence received.

20 DATE OF NEXT MEETING

Thursday 25th April 2024 at 7.00 pm at the Brockeridge Centre

21 CLOSED SESSION

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

22 **STAFFING COMMITTEE RECOMMENDATIONS** **STAFFING PROPOSALS**

MOTION: Council to consider and approve the recommendations from the Staffing Committee relating to the staffing budgets

MOTION: Council to approve the recommendations from the Staffing Committee for the reimbursement amount for opening and closing the Brockeridge Centre for hirers for evenings and weekends.

Members of the General Public and Press Welcome

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

Agenda Item 19 – 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
- PT.7911 Bridleways LFC/34/40 and LFC34/30, Winterbourne - Temporary Closures
- CPRE Newsletter
- Your Local Library Bulletin for Winterbourne Library
- Follow up Council Plan 2024 Consultation Pop-up Meeting for TPC Only Pop-up on Thursday 28 March 2024

Appendix

No.	Invoice	Company	Description	Net £	VAT £	Gross £
1703	KPS343518	KCS	Copier charges	16.93	3.39	20.32
1803	1397	FACE	Youth work Jan- March 2024	9634.50		9634.50
1903	1475071469	Trade UK	Cutting discs	14.16	2.83	16.99
2003	1475071477	“	Brush set, Tarmac sand, topsoil	22.44	4.50	26.94
2103	1476945160	“	Assorted trowel	1.99	0.40	2.39
2203	1477384804	“	Plumbing repairs equipment-Brockeridge Centre	35.39	7.08	42.47