



AN ORDINARY MEETING of the PARISH COUNCIL was held on Thursday 25th April 2024 at 7pm at the Brockridge Centre and was attended by the following:

Chairman: L Williams

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

In Attendance: PC F Simmons & 2 members of the public

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

ITEM	MINUTE	VOTE / ACTION
F5. 28/04/ 2024-1	APOLOGIES FOR ABSENCE	
	Apologies were received from Parish Cllrs M Hill, T Snaith, J Trollope and A Williams and District Councillors C Young & J Lean IT WAS RESOLVED that the apologies be noted.	All in Favour
FC. 25/04/ 2024-2	DECLARATIONS OF INTEREST and DISPENSATIONS	
	None received.	
FC. 25/04/ 2024-3	APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING	
	IT WAS RESOLVED that the minutes of the Parish Council meeting held on 28.03.24 be approved as a true and accurate record of the meeting.	All in Favour. Clerk
FC. 25/04/ 2024-4	OPEN MEETING	
	The members of the public referred to an anonymous letter that had been delivered to residents at Church Road regarding a possible children's home being opened. They stated that there were multiple unevindenced claims and thought the letter was divisive and offensive. They confirmed they were more than happy to support a children's home opening. District Cllr T Clark stated that he had been contacted by residents and confirmed that SGC are looking to purchase 3 properties to use as children's homes and that the one in the Frampton Cotterell area is on Church Road and will be for 3 or 4 children with support workers who will stay overnight. There will be two elements to be considered:-	

	<ul style="list-style-type: none"> • Planning – residents can object or support when the planning application is received, the parish council will consider this at a planning committee meeting when it is received and the public will be able to attend. The parish council will submit a response to SGC, but it will be determined by SGC. • Day to day management will be monitored and Ofsted inspections will take place. <p>SGC have a shortage of places and councils have a statutory obligation to provide housing for the extremely vulnerable children requiring this support, so some children have to be housed outside the area, which is costly and they are away from friends, family and education.</p> <p>Councillors thanked the members of the public for attending the meeting.</p>	
FC. 25/04/ 2024-5	UPDATE FROM THE POLICE	
	<p>PC Simmons advised that:-</p> <ul style="list-style-type: none"> • PC Pound who had joined the area team has now been transferred to Yate NPT • he is waiting for an update on how the Summer demand will impact on neighbourhood policing. • There are ongoing speeding & weight restrictions due to the closure of the A432. • he is continuing to provide neighbourhood drop in at the Bockeridge Centre 11.00-13.00 on a four week cycle and that the PCSO's continue to engage with Schools, cadets and FACE (the youth providers). • between January & April 2024-57 crimes have been reported in the Frampton area. <p>The Full report will be provided to the Clerk/CEO & RFO to circulate to all councillors and posters providing advice relating to shed/garden crime and holiday fraud advice will also be provided to circulate on social media/website and noticeboards.</p> <p>A monthly report will be provided in future with a physical attendance on a yearly basis unless the Council feel they need the Police to attend a particular meeting or event.</p> <p>The Chairman and Councillors thanked PC Simmons for attending the meeting. <i>(PC Simmons left the meeting)</i></p>	Clerk
FC. 25/04/ 2024-6	CHAIR'S REPORT	
	<p>The Chairman thanked staff, councillors and volunteers who had been involved in the volunteers thank you cream tea and community awards event that had been held on the 20th April, she felt it had yet again been very successful.</p> <p>She reminded councillors of the nature reserve launch on the 26th April and that there was now a climate & nature library shelf at the Bockeridge Centre of approx. 25 books that were available on a borrow and return basis. A summary of each book was available.</p>	
FC. 25/04/ 2024-7	DISTRICT COUNCILLOR REPORT	
	<p>Successful Prosecution for Obstructing Public Right of Way</p> <p>A Thornbury resident has been ordered to pay a total of £8,155.60 in fines and costs after South Gloucestershire Council prosecuted him for the wilful obstruction of a public right of way. Mark Skuse, of Lower Morton in Thornbury, appeared at Bristol Magistrates Court on Monday 18th March after South Gloucestershire Council's Public Rights of Way team prosecuted him for blocking two public footpaths that crossed his land. He was found guilty of obstructing the public right of way, contrary to Section 137 of the Highways Act 1980, and handed a £5,000 fine, along with £1,155.60 in costs and a £2,000 victim surcharge.</p>	

The court heard that a report was sent to the council from a member of the public in February 2023 stating that the public footpaths had been blocked for several months (the property was purchased by Skuse in June 2021). The council’s Public Rights of Way team investigated and found that Skuse had blocked two public footpaths that crossed his land with Herras fencing and had put up a number of notices saying that the paths were temporarily closed. A temporary closure had not in fact been applied for. The team sent a letter to Skuse in May 2023 informing him that this was an offence; it was, however, ignored and no attempt was made at any time to engage with the council regarding the offences. The council was left with no option other than to issue a court summons to Skuse for the unlawful obstructions.

Mark King, Service Director of Place Operations at South Gloucestershire Council said: “We’re pleased with this result, which is the first time the council has had to resort to a prosecution of this type. There are 783 miles (1257km) of public rights of ways across South Gloucestershire and we have a responsibility for making sure that they are usable, safe, legal and enjoyable, in partnership with town and parish councils, landowners and the public.

“Hopefully, this will act as a deterrent for anyone breaking the law with regards to accessing land. Public rights of way are a legally protected right for the public to pass, giving access to the countryside and urban areas. They are classed as Highways and their obstruction without lawful authority is an offence that can result in up to 51 weeks in prison or an unlimited fine, or both.”

To report a suspected issue to the council’s Public Rights of Way team email rightsofway@southglos.gov.uk or telephone 01454 868004. More information can be found at www.southglos.gov.uk/prow.

Expansion of Soft Plastics Recycling Trial

South Gloucestershire Council, as part of its continuing efforts to increase recycling, is expanding its participation in the FPF FlexCollect project. This is part of a national scheme to pilot the kerbside collection and recycling of plastic bags and wrapping from approximately 20% of homes in the district. Around 20,000 more households will be able to recycle their plastic bags and wrapping from home, as the second phase of the scheme is rolled out to selected collection routes across the area in May. The programme began in October 2022 with collections from almost 2,000 homes in Chipping Sodbury, Bradley Stoke, Olveston and Alveston.

The new collection routes cover more areas in South Gloucestershire with a wider mix of types of homes in urban and rural communities. Residents on the new trial routes will receive information about the collections in advance and be given a pack of bags in which to collect their plastic bags and wrapping. Once full, the bag should be tied securely and put it in one of their recycling boxes on their normal collection day.

The packaging that can be recycled for the trial includes all plastic bags and wrappers (e.g. packets/packaging from sweets, crisps, multipack wrapping, sleeves from plastic bottles, packaging from cheese, meat and fish, microwavable food packets, plastic film lids, bubble wrap, cling film and net bags from fruit/vegetables).

Since the trial began in October 2022, more than 19 tonnes of plastic bags, wrappers and various packets, with a volume equivalent to over 7,000 black wheelie bins (140l sized) have been collected in South Gloucestershire. Those materials have been sent to a number of UK based recycling facilities to test different recycling methods.

The nationwide pilot project is fully funded by the Flexible Plastic Fund (FPF), DEFRA (Department for Environment, Food and Rural Affairs) and UK Research & Innovation’s Smart Sustainable Plastic Packaging (SSPP) Challenge until March 2025, and is project managed by SUEZ Recycling and Recovery UK Ltd.

The aim of the trial is to understand how plastic bags and wrapping recycling works when collected from households on a large scale. This next phase will help councils, government and the waste industry understand what infrastructure will need to be put in place to allow all councils to offer these the collections in the future. The council plan to roll out the service to all households in South Gloucestershire by 2026. Residents who would like to recycle their plastic bags and wrapping who are not part of the pilot can take them to most large supermarkets when they do their regular shopping.

Cllr Clark will provide a list of the properties in the trial in the Frampton Cotterell area to the Clerk to circulate to all councillors.

Cllr Clark

FC.
25/04/
2024-8

FINANCE AND ACCOUNTS

i

Payments for approval

No.	Invoice Number	Company	Description	Net £	VAT £	Gross £
0104	Subs 2024-139	ALCA	ALCA £747.39 NALC £437.97 subscription	1185.36	-	1185.36
0204	GB48P8GABE Y	Amazon	Cleaning supplies	80.11	16.02	96.13
0304	30774	Brigstowe Media Ltd	Advertising in Frome Valley Voice- April 2024-March 2025	2200.00	440.00	2640.00
0404	CN 6258	CPS	Missed conservation work	-883.00	-176.60	-1059.60
0504	CN-6259	"	Partial credit to reduce April invoice	-1310.28	-262.06	-1572.34
0604	6169	"	Conservation contract April 2024	220.75	44.15	264.90
0704	CN-6261	"	Credit note for above invoice	-220.75	-44.15	-264.90
0804	532472451	Gallagher	Cyber insurance	417.36	-	417.36
0904	0625	Gordon Playground inspections	Park inspections all sites	150.00	30.00	180.00
1104	708	HGM Plumbing	Water fountain testing	142.68	28.53	171.21
1304	26824	Soltech IT Ltd	Business support- April-July 2024	250.00	50.00	300.00
1404		Roberts	Room hire deposit refund	50.00	-	50.00
1504	SM29367	RBS Rialtas	Booking software annual support	444.00	88.80	532.80
1604	CN30893	"	Credit note for bookings software	-444.00	-88.80	-532.80
1704	SM29363	"	Omega cashbook annual support & maintenance licence for 5	999.00	199.80	1198.80
1804	SM29364	"	Data backup service-Omega annual subscription	424.00	84.80	508.80
1904	SM29365	"	Making tax digital for VAT submission annual subscription	110.00	22.00	132.00

No.	Invoice Number	Company	Description	Net £	VAT £	Gross £	
2004	SM29366	"	Allotments software annual support	249.00	49.80	298.80	
2104	SM29368	"	Asset inventory-annual support	249.00	49.80	298.80	
2204	3805521694	SGC	Commercial waste-April-June 2024	380.90	-	380.90	
2304	BK215605-1	SLCC	Themed summit-Planning	45.00	9.00	54.00	
2404	0000070063	Southwest Councils	Associate membership subscription	499.00	99.80	598.80	
2504	TPC11214	DCK Accounting	March/Accounts/end of year	481.85	96.37	578.22	
2604	Brockeridgecr /150424	Pegasus windows	Clean Brockeridge centre windows	31.50	-	31.50	
2704	764	Somerset Scythe School	Scything equipment	1643.00	-	1643.00	
2804	710	HGM Plumbing	Disinfect Centenary field	180.30	36.06	216.36	
2904	00HD016-0003	Parish Online	Mapping software	240.00	48.00	288.00	
3004	S2077	Silverback Arboricultural Consultancy Ltd	Ridings Road play are	450.00	90.00	540.00	
IT WAS RESOLVED that the payments listed above be approved.							All in Favour
ii	Additional invoices since the agenda was issued There were no additional invoices to approve.						
iii	Nominate two councillors to authorise the payments through the bank IT WAS RESOLVED that Cllr D Williams and Cllr L Williams will authorise the payments through the bank this month.						All in Favour
iv	Scheme of delegated decisions IT WAS RESOLVED to note the delegated decisions made by the Clerk/CEO & RFO since the last Council meeting.						All in Favou
	Company	Description				Cost £	
1	Business waste	Waste contract- 6 month notice period required, which meant the new contract could not commence until September 2024					
2	Brigstowe Media Ltd	Frome Vally Voice annual charge- remained the same as 2023-24, Chairman of the Council and the Chairman of the Finance & Governance Committee confirmed agreement				2200.00 plus VAT	
3	HGM Plumbing	Disinfection of water fountain- Centenary Field- required as the fountain had failed the water testing- needed to be carried out due to health & safety				180.30 plus VAT	
4	Gordon Playgrounds	Continuation of playground inspection agreement for 2024/25 (increase of £7.50 per month)				157.50 plus VAT	
FC.	COMMITTEE MEETING MINUTES						

25/04/2024-9		
a	Committee & Working group Minutes Planning Committee IT WAS RESOLVED that Council note and ratify the Planning Committee minutes for the meeting held on the 18.4.2024.	All in Favour
b	Courts Working Group IT WAS RESOLVED that Council note the minutes of the Courts Working Group for the meeting held on the 16.4.2024.	All in Favour
c	Frampton Festival IT WAS RESOLVED that Council note the Frampton Festival notes for the meeting held on the 15.4.2024.	All in Favour
FC. 25/04/2024-10	WATER CONTRACT	
	Council considered the information relating to the water contract. IT WAS RESOLVED to approve the quotation from Everflow at a cost of £3,484.30 for a 3 year contract.	All in Favour
FC. 25/04/2024-11	ASSET REGISTER	
	IT WAS RESOLVED to approve the updated Asset Register.	All in Favour
FC. 25/04/2024-12	COMMUNITY INFRASTRUCTURE LEVY- 2023/24	
	Council considered the Community Infrastructure Levy for 2023/24 IT WAS RESOLVED for the Clerk/CEO & RFO to query the amount specified to ensure that the correct amount will be received.	All in Favour
FC. 25/04/2024-13	NEW HOMES BONUS GRANT AWARD	
	Council noted the information regarding the New Homes Bonus (NHB) Grant award.	All in Favour
FC. 25/04/2024-14	SGC CLEANING & MAINTENANCE WORK CARRIED OUT IN THE PARISH	
	IT WAS RESOLVED to note the additional work carried out by the SGC cleaning and maintenance team and to thank them accordingly.	All in Favour
FC. 25/04/2024-15	WALL BETWEEN MILL LANE ALLOTMENTS & THE GLOBE PUBLIC HOUSE	
	Council considered the email received from the Allotments Association regarding the collapsed wall between the Mill Lane allotments and the Globe Public House, which is currently a safety issue.	

	<p>IT WAS RESOLVED:-</p> <ul style="list-style-type: none"> Obtain a quotation from the Council's preferred dry stone wall contractor to repair the wall and to consider whether a layered top could be installed. That the Parish Council will pay for the repair on this occasion, although the Council do not accept any liability for this wall That the Clerk/CEO & RFO can approve and authorise the cost of the repair That a meeting will be held with the Globe landlord to discuss this and the D Day event, to be attended by the Chairman of the Council and the Clerk/CEO & RFO. 	All in Favour
FC. 25/04/2024-16	REQUEST FOR A LIVING TREE POD URN ON COUNCIL LAND	
	<p>Council considered the request to install a tree and living tree pod urn on Council land. IT WAS RESOLVED to approve the request providing the new tree could either replace a tree that has recently been removed or a tree that is dying, if the planting was in line with the council plans for increasing the local tree canopy with no obligation to accept a proposed tree though.</p>	All in Favour
FC. 25/04/2024-17	D DAY PLANS UPDATE	
	<p>Council noted the D Day plans update and thanked the staff for the work involved in preparing for this event. IT WAS RESOLVED that the Clerk/CEO & RFO can approve a donation to the World War 2 mini museum</p>	All in Favour Clerk
FC. 25/04/2024-18	CORRESPONDENCE & CIRCULARS NOT COVERED BY THIS AGENDA	
	The correspondence was noted.	All in Favour
FC. 25/04/2024-19	DATES OF NEXT MEETINGS	
	<p>Annual Parish Assembly Thursday 16th May 2024 at 7pm. Annual Council meeting Thursday 30th May 2024 at 7pm</p>	All in Favour

The meeting closed at 8.18pm

Chairman Date:

Abbreviations

SGC – South Gloucestershire Council

FCPC- Frampton Cotterell Parish Council