

Minutes of the Parish Council Meeting**Held on 9th September 2024 at 7.30pm at the Stoke Gifford Retirement Village.**

Present: - Cllrs Anthony Hyde (AH) (Chair), Srinivasa Boinapally, Anil Mishra (AM). Bethan Candlin (BC).

Cllr Ayrden Pocock, Graham Smith (Clerk).

1. Apologies for Absence

Apology received from Cllr Kolawole Olure (KO)

2. Evacuation Procedures

(PR) described evacuation procedures.

3. Declaration of Interests

(AH) declared that he is a Cllr on Stoke Gifford Parish Council and that he is a trustee of the Stoke Gifford Retirement Village.

4. Public Participation

One member of the public and requested five minutes to bring to the Council's attention a safety issue relating to the soak away / balancing pond located at Coldharbour Lane. During recent torrential rain the area flooded which demonstrated its effectiveness. The issue was raised that the safety fencing which surrounds the pit has seven panels missing and requires urgent attention from SGC. These also many overgrown trees which surrounds the area.

240909: Action 001 – To contact SGC relating to issues at the soak away Coldharbour Lane.

Action to (Clerk)

5. Minutes from Previous Meeting

Minutes of the previous meeting held on the 8th of July had been circulated with the agenda papers and Cllrs agreed that they were an accurate representation of the meeting. (AH) proposed to adopt the minutes of the Parish Council meeting dated 8th July, (BC) seconded and all Cllrs accepted minutes as presented.

24.025 Resolved: The minutes of the Parish Council meeting held on Monday 8th July 2024 were accepted as accurate and to be signed by the Chair.

6. Review from Chair

(AH) briefed Cllrs regarding an issue relating to the Mayor of Patchway attending a function at the Barchester Beaufort Grange Care Home which was brought to his attention from a request to wear regalia. He expressed disappointment that representatives from the Parish Council were not invited.

7. South Gloucestershire Council

Ward Cllr Ayrden Pocock informed that there were no issues to raise relating to SGC activities but brought to Councils' attention two current petitions running relating to his case work and campaign pledge.

Introduction of a Registered Parking Permit Scheme for the Ward of Stoke Park and Cheswick

Due to the overflow of parking from the University of the West of England, which has a modal shift policy of not allowing its students to drive and park on campus and has limited campus parking for its staff, free on road parking throughout the ward has come under significant pressure.

It has created a situation whereby many residents are unable to secure free on road parking and where parking enforcement is in place and managed by property management companies, some residents are receiving fines.

This problem has also been exacerbated by a degree of overflow from staff based at MoD Abbey Wood using free on road parking and large HMOs, predominantly those housing students.

Where student occupants of four plus room HMO's have brought, in some cases, a car each with them to university, the off-road parking for these properties is not enough and leads to a further burden on free off-road parking.

A Parking Permit Scheme, much like the one in place in the part of Cheswick Village that is within the boundaries of the Bristol City Council Ward of Lockleaze, works incredibly well and should be implemented within the boundaries of the South Gloucestershire Ward of Stoke Park and Cheswick or if this is not feasible some other registered scheme to negate the issues caused by the above factors.

Proposal to Change the Entrance of Horse Leaze Road

This entrance has no pedestrian infrastructure leading up to it on Horse Leaze Road and none on the left-hand side turning out it. The entrance is also not wide enough for said infrastructure to put in place and remain a viable entrance for automotive vehicles.

Horse Leaze Road is used extensively by pedestrians entering the Square in Cheswick Village and school children walking up to Wallscourt Farm Academy. Whilst there are traffic tables along Long Down Avenue, vehicles still travel along at dangerous speeds, with no dedicated infrastructure forcing them to stop when pedestrians, cyclists and mobility vehicles are exiting the estate.

The lack of pedestrian infrastructure in this area is a clear failure of the planning and development of the estate and needs to be permanently rectified with closing of this particular entrance so it can be used by pedestrians, cyclists and mobility vehicles only and that safe crossing infrastructure across Long Down Avenue is put in place to facilitate this.

Petitions will run until mid-October.

(BC) proposed that the Parish Council support the initiatives relating to the petitions. (AH) seconded and all Cllrs unanimously agreed.

24.026 Resolved: The Parish Council support the initiatives relating to the petitions submitted to SGC by Ward Cllr Pocock.

(AH) raised concerns to (AP) that the land and highway at scholars Chase remains in the ownership of Taylor Wimpey as SGC had not adopted the land. He requested that this be investigated.

240909: Action 002 – To investigate and prompt SGC to adopt land and highway at Scholars Chase

Action to (AP)

8. Co-Opt Process

(Clerk) had received a request for co-option onto the Council from Ward Cllr Ayrden Pocock. (AP) presented to Cllrs reasons why he would be an effective Cllr for the Parish Council. Cllrs requested (AP) and public to leave the room to discuss the application.

(Clerk) presents a ballot for Cllrs to register a vote and on counting it was revealed that Cllrs agreed unanimously to co-opt (AP).

24.026 Resolved: (AP) is co-opted to Cllrs of Stoke Park and Cheswick Parish Council.

9. Proposal for Waste Relief from HMO's

(AP) briefed Cllrs relating to waste issues due to overfilling of bins from occupants of large occupancy HMOs within the Parish particularly along Lancelot Rd and Slade Baker Way. This is prevalent during periods of mass student movement between late April to the end of September. (AP) had approached SGC to seek a resolution either by adopting a green bin approach for recycling or by placing an extra charge to landlords. SGC responded by stating they do not have the scope to implement such changes and will try to alter the habits of student residents. (AP) and Cllrs agreed that this was not acceptable and SGC officers were nonchalantly brushing off the serious request from (AP) with Shaun Rhodes (Cabinet Member) stating he would investigate.

SGC Street Care have been requested to investigate the two roads in question (Slade Baker Way has 25 out of 30 houses as HMOs). To monitor the behaviours of waste contractors and where they place the waste from overflowing bins.

UWE have been approached but returned a lack of concern for the issue, the community liaison stating that it was an issue to be owned by South Glos Council.

(AP) proposed that although not within the remit of the Parish Council it seemed to be the only alternative to a problem to which no one is prepared to accept responsibility. To this end it was requested that Cllrs consider placing skips at strategic points along the two roads in question during the peak periods of student movement. Cllrs appreciated that this would be difficult to monitor but was the best alternative and far better than taking no action at all.

(AH) suggested that although this could not be achieved this year, it could be in place by April 25 and requested that clerk investigate costings and in conjunction with (AP) agree locations and that (AP) and (KO) work to confirm student movement timings for 2025.

240909: Action 003 – To investigate costings relating to introducing skips for waste disposal from HMOs

Action to (Clerk)

(AM) expressed concern that this should not be a permanent solution but an example of how a solution is possible if SGC and UWE work together and encourage their cooperation in the future.

10. To consider proposal for additional Christmas Lights

(BC) proposed after due consideration that a further eight posts be added to the Christmas Light display along Long Down Avenue for the 2024 display. This will stretch from the last post on the 2023 display at Cheswick shops down to just past Wallscourt Farm Academy. (Clerk) presented costings of; Installation of socket and timeclocks to be £200.00 plus VAT per unit (one off cost) and installation and removal of Motifs to £165.00 plus VAT per unit and iterated that this money will be sourced from CIL funding and not taken from residents' precept payments.

(BC) stated that lights at the other side of the Parish were being investigated by another councillor but a report had not yet been received. (AH) agreed to investigate the post numbers and report back to (Clerk). It was agreed that six posts be illuminated at the entrance to the Parish at Coldharbour lane.

Cllrs agreed that (BC) be authorised to select the lights from last years' agreed supplier and contact clerk with requirements to raise purchase order.

240909: Action 004 – To investigate 6 * lamp posts to house Christmas lights at Cold Harbour Lane

Action to (AH)

240910: Action 005 – To investigate Christmas Light motifs for 14 * Lamp posts.

Action to (BC)

11. To provide update relating to border signage

(Clerk) advised Cllrs that he had feedback relating to the progress of manufacture and installation of border signs from SGC. The next steps will be to complete the signing design, leaving space for a logo and then getting a quote for the installation and design work and approving payment before proceeding with ordering and installation. However, if the Parish Councils logo is added later it would be as a patch which will incur further costs. This patch may not last as long as the sign itself. Whereas if the process is delayed until the logo has been completed the quality will be higher and last longer.

Cllrs agreed that a logo be designed prior to the installation of signs and the design concept should be researched as soon as possible. Thoughts of possibilities to include the Dower House or ancient woodland whether it be designed with traditional or modern concept were aired and (AM) suggested that the logo should display meaning. It was agreed that examples of other Parish Council logos be sought via their websites and preferred examples be sent to (Clerk) where upon

he shall contact the Parish Council to ascertain the artist to discuss and will return to next meeting with proposals.

240910: Action 006 – To examine logos of other Parish Councils via websites and to send preferred examples to (Clerk).

Action to (All Councillors)

240910: Action 007 – To receive proposals of logos from Cllrs and to contact relevant Clerk to source artist and seek costings

Action to (Clerk)

12. Finance-

To review July Finance report & reconciliation.

(Clerk) presented with the agenda packs the July Finance report and reconciliation (BC) proposed to accept the July finance report and reconciliation. (AM) seconded all Cllrs unanimously agreed and (BC) & (AM) signed document.

24.027 Resolved: Finance report and reconciliation for July 24 was accepted.

To review councillor responsibilities

(Clerk) informed Cllrs that he would request an update on progress with Cllr authorisation from Unity but Cllrs that this issue was relevant were absent.

To consider grant application

To Consider from Southern Brooks Community Development an application relating to the funding towards the Diwali project that they are helping to organise. (Clerk) had received the application form and all relevant details requesting a contribution of £250 toward the event. (AH) proposed that the Parish Council Grant the requested funds, (BC) seconded and all Cllrs agreed.

24.028 Resolved: To respond to the application by providing a £250 grant as requested toward the Diwali event organised in conjunction with Southern Brooks Community Development.

(Clerk) informed Cllrs that he had not received the external auditors feedback report, and this would be required by end of September.

13. To appoint representative to Splatts Abbey Wood Conservation Group

Cllrs were concerned that the meetings took place at Wednesday Lunchtimes and would be unavailable due to work commitments. (AH) also said that work within the woodland was often carried out on Saturday mornings predominantly by UWE students. (AP) stated that he would be willing to sit on the group committee (non-voting) as Council representative subject to acceptance that he will only be able to attend Wednesday meetings virtually. All Cllrs agreed that (AP) represent the Parish Council on the Splatts Abbey Wood Conservation Group.

24.029 Resolved: (AP) to be council representative on the Splatts Abbey Wood Conservation Group.

14. To Update items relating to Pension / Regulator

(Clerk) informed Cllrs that a penalty notice of £400 had been received from the pension regulator due to late submission of details to their portal. (Clerk) placed an appeal due to the delay from the Avon Pension Fund in enrolling the Council. The matter was discussed between the regulator and APF and the penalty was withdrawn. The PC pension fund and process for payments has now been fully integrated.

15. Authorisation of Payments

15a Payments authorised by (BC) & (AM).

Details	Ref.	£
Clerk & Council Pension Contributions	B/P 058	347.50
Clerk Expense	B/P 059	58.30
Grant Payment approved at July meeting	B/P 060	1480.00
PC Guru – Email hosting	B/P 061	47.83
Total Receipts		£1,933.63

15b Payment out of meeting authorised by (AH) & (BC)

Details	Ref.	£
Pension Contribution July + back payments	B/P 054	1390.00
Parish Council Annual Insurance Cover	B/P055	488.79
Clerk Expense – 8 th July – 12 th August	B/P 056	91.90
Clerk Salary - August	B/P 057	595.81
Total Receipts		£2,566.50

15c Current Receipts

Details	Ref.	£
Credit Interest	DCR	318.10
Total Receipts		£318.10

24.030 Resolved: Payments presented to the PC meeting on 9th September 2024 were accepted.

16. Correspondence

(Clerk) reported that an email had just been received relating to a half marathon to take place at 11AM on 5th October leaving from UWE ending at Royal Victoria Park in Bath. There may be disruption for a short period of time.

17. Website

Cllrs requested that (Clerk) update the website relating to current councillors taking into account the co-option of (AP) and any other relevant matters arising from the meeting.

18. To consider any matters for next meeting.

None

19. Planning Items for review and consideration

P24/01970/TRE To Consider	12 Paxton Stoke Gifford South Gloucestershire BS16 1WF	Works to crown reduce the height and radial spread of 1 no. Lime tree by 2.5m to obtain a 2m clearance from adjacent buildings and crown thin by 10%. Tree Covered by Preservation Order SGTPO10/98 dated 3rd June 1999.
P24/01573/HH Refused	41 Jekyll Close, BS16 1UX	Conversion of existing garage to form additional living accommodation.
P24/01450/F Approved	University Of West of England	Extension to existing UWE District Heating Network, with trenching works, buried services and the installation of pipework to relevant buildings at the UWE Frenchay Campus (revisions to P24/00042/F)

Relating to P24/01970/TRE councillors requested that (Clerk) submit that they have no objections subject to the SGC tree officer having no concerns relating to this application. Should the officer have concerns or objections the council will not support the application.

20. Items of confidential nature

Public were excluded from meeting for Cllrs to discuss matters of a confidential nature.

Meeting Closed 21.45PM

The next Council Meeting – 14th October 2024. (Stoke Gifford Retirement Village)