

PARISH COUNCIL MEETING
1st July 2024

P Kembery (in the Chair)

J Amos	(A)	P Kembery	(P)
F Arkley	(P)	J Kinsey	(A)
N Beebee	(P)	N Labuschagne	(P)
P Bruce	(P)	J Lloyd	(P)
A Collins	(P)	D Marriott	(A)
D Eldridge	(P)	L Fogg Rogers	(P)
M Goodman	(P)	P Sykes	(P)
S Hancock	(A)	C Watkins	(P)

Also in attendance: Two members of the public and PCSO Jacqui McCormack and PC Paula Stone

41.07/24 - Evacuation procedure – leave via the fire door and assemble in the play area

Noted

42.07/24 - Apologies for Absence

Apologies were received from Cllrs Marriott, Kinsey, Hancock and Amos

43.07/24 – Chairs’ Announcements

The Chair asked if any members had been to view the pavilion at The Recreation Ground. No members have, as yet, taken up Cllr Llyod’s offer.

44.07/24 – Public Participation

A member of the public requested an update on progress in Tuckett Field and future planned works. Cllr Collins advised he is pleased with the progress in Tuckett Field and advised there are no planned works until the cut and collect in Autumn.

PC Paula Stone advised there have been a few reports of anti-social behaviour at The Recreation Ground.

45.07/24 – Declarations of Interest under the Localism Act 2011

Cllr Labuschagne:- South Gloucestershire Councillor

46.07/24 - To approve of the Minutes of Council meeting held on 3rd June 2024

RESOLVED, approve the minutes of 3rd June 2024.

to note the Minutes of:

Planning Committee meetings held on 3rd and 17th June 2024

Finance & General Purposes meeting held on 17th June 2024

Climate and Nature Committee Meeting held on 17th June 2024

NOTED

47.07/24 - To receive and consider the Clerk's Report

All items on the Clerks report were noted.

- ❖ Frenchay Land Transfer Phase Two: Following confirmation that Winterbourne Parish Council will not be responsible for roads and footpaths, instruction has been given to proceed with the transfer.
- ❖ Frenchay Parklands: Clerk sent a snagging list to NBT and Redrow, including the new path to school. Redrow have responded advising work has stalled but hope to rectify these issues in the near future.
- ❖ Councillors have been invited to the launch of the mobile youth bus. For those unable to attend the clerk has suggested a date of Monday 22nd July for the bus to be at the Recreation Ground.
- ❖ A date has been set for the Jubilee Allotments AGM: Wednesday 17th July.
- ❖ CCTV has been purchased and will be fitted at Frenchay Car Park this week.
- ❖ Clerk has been advised that we have not been paying for the bins at the recreation ground to be emptied. Payments to start from next month.
- ❖ Clerk has been advised that The Greenfield Centre requires an Energy Performance Certificate (EPC) and is acquiring quotes.
- ❖ Cllrs Collins and Eldridge have cleared the boules pitch in Frenchay Parklands.
- ❖ Cllrs Labuschagne and Beebee met with Frome Valley Angling Club to discuss issues at The Duck Pond.
- ❖ A local resident has cleared the pond of fishing debris.

48.07/24 - To agree recommendations from the Finance & General Purposes Committee.

Grant Requests

- Four towns and vale community transport - £1000
RESOLVED, all members in agreement to pay the full amount.
 - Winterbourne Sports Association - £915.72
RESOLVED, all members in agreement to pay the full amount.
- Clerk to advise applicants and make payments.**

Emergency Works in the Parish – Overgrown Vegetation

- Billy's Pond, Winterbourne
- Worrells Lane, Hambrook
- Bristol Road, Frenchay

Clerk advised that in order for the parish grounds staff to undertake work on South Gloucestershire footpaths he would have to attend a training course.

RESOLVED, all members agreed for the training course to be completed.

Clerk to arrange the training course,

A discussion took place around whether or not the Parish Council should undertake works that South Gloucestershire Council should do. Cllr Labuschagne advised that issues are reported to Streetcare who advised works will be done 'in the future'.

RESOLVED, to refer back to next F&GP for recommendations. **Clerk to put on next F&GP agenda.**

NALC updated Financial Regulations

To consider and adopt the 2024 NALC Model Financial Regulations

Confusion over what was required for this item.

RESOLVED, to refer back to next F&GP for recommendations. **Clerk to put on next F&GP agenda.**

49.07/24 To approve the accounts and bank reconciliation from May 2024.

RESOLVED, to approve the accounts and bank reconciliation for May 2024.

50.07/24 To approve the invoices presented for payment, together with any invoices received since the publication of the Agenda.

RESOLVED, to approve the invoices presented for payment.

Clerk to make payments.

51.07/24 To consider and approve the Standing Orders and Risk Assessments

Clerk advised that the risk assessments are templates for approval. Once the assessments had taken place, the finding would be brought back to the Council for discussion.

RESOLVED, Standing Orders and Risk Assessments were approved.

Clerk to update Standing Orders review date and distribute risk assessment forms.

52.07/24 To consider and approve the insurance renewal

Clerk advised that one of the internal audit recommendations was to obtain a second quote as well as using a broker. Clerk advised the quote from Clear Councils was substantially lower however, it could increase slightly as the roof was quoted as 'standard construction' as opposed to 'flat'

RESOLVED, all members agreed to go with Clear Councils even if there is an increase in premium as this will still be significantly lower than the broker quote.

Clerk to advise broker and Clear Councils.

53.07/24 To discuss the re drafting of the Bye Laws application.

Clerk had been advised that the draft Bye Law submission would, most likely, not be approved and should be re-drafted.

RESOLVED, Cllrs Collins and Sykes to assist the Clerk with the re-draft.

Clerk to arrange a time and date for meeting.

54.07/24 To consider the revised plans for the Pavilion and to agree next steps

The revised plans were reviewed and discussed. Question raised regarding the potential use of solar panels. Clerk advised that a revised planning application would need to be submitted.

RESOLVED, all members agreed to go forward with a revised planning application submission and to produce a tender document. All members in agreement to go ahead with stages 4 and 5 of the Reveal Design Proposal.

Clerk to instruct Reveal Design and submit revised planning application.

55.07/24 To consider commons usage requests:

- member of the public to hold a children's birthday on Frenchay Common, to include a bouncy castle.

RESOLVED, agreed to allow the birthday party and bouncy castle. The bouncy castle must have public liability insurance and the applicant must clear away and mess and will be responsible for any damage caused to the grass. A BBQ must be used only in the designated BBQ area.

Clerk to advise applicant.

- Hambrook Primary School – continued use of Hambrook Common

RESOLVED, agreed the continued use of Hambrook Common for school activities.

Clerk to advise Hambrook Primary School.

56.07/24 - Update on Winterbourne Duck Pond.

Cllr Beebee gave an update on her recent visit to the pond with Cllr Labuschagne. They met with representatives from Frome Valley Angling Club who advised they are very happy with the quality of water in the pond. They also advised on the low number of people that have fishing licences. Cllr Beebee has been checking the licences at the pond and has found none of them have one. Agreed that more education is required around the rules of the pond.

Clerk to put together an education proposal.

Cllr Beebee advised that bread is being fed to the birds which has resulted in one gosling having 'Angel Wing' which can be life threatening. Cllr Beebee proposed a bird seed feeder be located at the pond.

RESOLVED, to agree in principle however further information is required and a site visit to ascertain where to position the feeder.

Clerk to arrange a site visit and add findings to the next Council Meeting.

57.07/24 Any items to be noted.

The new posters for Whiteshill Common were discussed with all members commenting how impressive they were and to look at rolling out more across the parish.

Cllr Bruce advised Duncan Porter is continuing his great effort clearing balsam in Winterbourne Down. Cllr Bruce advised Japanese Knotweed has been found in some parts.

Member of the public questioned what was happening with the weeds in the orchard on the Frenchay walk to school. Cllr Collins advised the weeds will be cut back and eventually this area will be grassed over.

Meeting Concluded 8.52pm