



## PARISH COUNCIL MEETING

**1<sup>st</sup> September 2025**

P Kembery (in the Chair)

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

Also in attendance: 4 members of the public

77.09/25 - Evacuation procedure – leave via the fire door and assemble in the play area  
Noted

78.09/25 - Apologies for Absence  
Apologies were received from Cllrs Hancock, Arkley, Marriott and Fogg Rogers

79.09/25 – Chairs’ Announcements  
Chair advised members the Public Works Government Loan is taking longer to be processed than was expected. The Responsible Finance Officer suggested it would be prudent to transfer funds from the Redwood Savings account as a back up. Therefore, members who are bank signatories have signed the withdraw forms to transfer funds.

80.09/25 – Public Participation  
Two members of the public spoke regarding the car parking charges at Flaxpits Lane, Winterbourne. Both raise concerns regarding the loss of customers for local business and the potential loss of what is currently a vibrant shopping area. Questions were raised regarding the cost effectiveness of the charges. The member of public has been measuring the usage of the car park and, it would appear, very few cars park here. A report was submitted (Appendix A)

81.09/25 – Declarations of Interest under the Localism Act 2011  
Cllr Labuschagne: South Gloucestershire Councillor

82.09/25 - To approve of the Minutes of Council meeting held on 4<sup>th</sup> August 2025  
RESOLVED, to approve.

to note the Minutes of:  
Planning Committee meetings held on 4<sup>th</sup> and 18<sup>th</sup> August 2025  
Finance & General Purposes meeting held on 18<sup>th</sup> August 2025  
Climate & Nature Committee meeting held on 20<sup>th</sup> August 2025  
**All Noted**

### 83.09/25 - To receive and consider the Clerk's Report and Actions Update

Clerk gave an update that the lines for Hambrook Primary School sports day have already been marked. Members advised that if the school wish to continue to use the common they must attend the Hambrook Common Committee meetings. **Clerk to contact school.**

Cllr Kinsey advised he had met with a representative from the museum to discuss sharing Wi-Fi. The next stage is for the museum to get a quote from Openreach. It was agreed the Parish Council could site cameras on the museum.

All other items on the Clerks report were noted.

#### ❖ **Pavilion Refurb:**

- A movement fund application has been submitted to Sport England on 12<sup>th</sup> May. Applications can take up to six weeks to process – 07/07 – application still being processed. 29/7 – application still being processed. 28/08 Clerk enquired how to raise an official complaint and then was invited to a meeting to discuss the application. There is a slight chance that funding will be forthcoming but it is not guaranteed. However, there are other funding opportunities for other 'Movement' projects that could be considered in the future.
- A site meeting took place on Tuesday 26<sup>th</sup> August with Cllrs Lloyd and Watkins on site. In addition a representative for Robyn Maggs to look at the works required for the bar / kitchen area. Agreements were made regarding hand rails for the disabled showers.
- The Government loan application has moved to the second stage of approval. Unfortunately, a time line of when funds will be actually received can not be given. Therefore, it is suggested monies should be moved from the savings account into the general reserve account.

#### ❖ Frenchay Park repairs were carried out 29<sup>th</sup> August

- ❖ Notice was given that Hambrook Primary School are planning their Sports Day in September. Clerk has advised that any markings for the event can not interfere with the Football Pitch markings.

### Current Outstanding Actions From Previous Council Meetings

- ❖ Cllr Labuschagne to enquire where Winterbourne Parish fits with any South Gloucestershire Youth Services.
- ❖ **Tuckett Field Easement:** Clerk has sent details to Daniel Woodman solicitors. 07/07- Clerk has chased for an update and awaiting a response. 29/7 chased and awaiting a response. 28/8 response received from solicitors and sent to National Trust.
- ❖ **Pitch Maintenance Programme:** 07/07 A meeting was held on 18<sup>th</sup> June with CPS Grounds Ltd, who look after the green spaces that Frampton PC own. Awaiting costs. 29/7 still awaiting costs from CPS. Clerk has also requested a quote from Prestige Grounds Maintenance. 28/8 Clerk has contacted both companies again for quotes and has not had a response from either.
- ❖ **Sponsorship of planters in Flaxpits Lane:** SH and Clerk to produce a 'package' to present to local businesses. 07/07 – on-going. 29/7: on-going.

- ❖ **Frenchay Car Park:** Cllr Kinsey to discuss Wi-Fi with the museum. Height barrier costs being sought. 28/8 Costs were received for reducing the height barrier and the cheaper option chosen.

84.09/25 - To approve the monthly accounts for July and August  
RESOLVED, to approve.

85.09/25 - To approve the invoices presented for payment, together with any invoices received since the publication of the Agenda.  
RESOLVED, to approve.

86.09/25 - To consider agree recommendations from the Finance & General Purposes Committee:

86.09.01/25 – Memorial Bench Request (Frenchay)  
RESOLVED, to approve the request and siting.

87.09/25 – To discuss the car parking charges at Flaxpits Lane  
Members discussed the comments made by the members of the public and their own experiences.  
RESOLVED, **Clerk to ask on social media for evidence of how residents have been affected by the charges. To raise a Freedom of Information Request to South Gloucestershire Council to ascertain their monitoring timescales and forecast finances for Flaxpits Lane Car Park.**

88.09/25 – To discuss, and make agreement, on the continuation of the Youth Club.  
RESOLVED, to defer until next months meeting. **Clerk to confirm remaining budget and request attendance information.**

89.09/25 – To discuss, and make agreement on, the rendering proposal from CGW for the pavilion  
Members were advised the current contract with CGW is to render the new extension only. Members were asked to consider rendering the original building. There is a meeting with the contract administrator regarding the cost of the rendering.  
RESOLVED, members agreed rendering needs to be done for the most cost effective price.

90.09/25 – To discuss and agree content for the Sports Club leases  
RESOLVED, to defer until the next meeting. **Clerk to resend the draft leases to members and sports clubs for comment, and to incorporate some of the items from the village hall checklist.**

90.10/25 To the ‘visually important hillside report’ and consider a parish council response to South Gloucestershire Council  
RESOLVED, **Cllr Bruce to draft a response and send to the Clerk and Chair who will submit to South Gloucestershire Council.**

91.09/25 Any other items to note from members  
A thank you was received from Frenchay Flower Show for the use of Frenchay Parklands

**Meeting Concluded 8.04pm**

## APPENDIX A

### Flaxpits Lane Car Park Statistics

#### Financial Information

Received from South Gloucestershire Council 03.07.2025

Total figures for approx. 22 car parks. Cost to 11<sup>th</sup> July 2025

Staff	£121,290.00
Groundworks	£90,990.00
Condition Surveys	£14,350.00
Demand Modelling Consultancy	£9,821.00
Advertisements	£3,739.00

**Total** **£240,190.00**

Overall costs for the parking regime: £750,000.00

Contracts register contract value: £196,355.00

Estimated annual cost of operation:

Enforcement Officer	£31,000.00
Notice Processing Case Officer	£31,000.00
Monitoring and Evaluation	£100,000.00
Machine Monitoring and Maintenance	£27,000.00
Asset Replacement	£29,000.00
Annual maintenance, signs and surfacing	£132,000.00
<b>Total</b>	<b>£350,000.00</b>

#### Usage

Average of user per check (3 checks per day)

<b>Available Spaces</b>	<b>Long Stay (28)</b>	<b>Short Stay (23)</b>	<b>Disabled (3)</b>
June 10-17	3	4	1
June 18-25	2	4	1
June 26-30	4	10	2
July 1-6	4	10	2
July 7-16	3	3	1
July 17-25	2	4	1
July 26-31	2	5	1
Aug 1-2	2	5	1
Aug 4-13	1	3	1