



**FINANCE & GENERAL PURPOSES COMMITTEE**

21 February 2022  
T Bowles (in the Chair)

T Bowles (P)  
D Marriott (A)  
R Climmer (P)  
N Labuschagne (P)

J Brain (P)  
P Kembery (P)  
C Watkins (A)  
B Serjent (P)

Actions

Evacuation procedure: Leave via the fire door and assemble outside in the car park –  
Noted

Apologies for absence: Cllrs Marriott and Watkins.

Also in attendance: Cllrs Dyer and Whatley.

Declaration of Interest Under the Localism Act 2011: Cllrs Labuschagne as South Gloucestershire Councillor.

37.02/22 – Minutes of the Meeting held on the 24 January 2022 - The minutes were approved.

38.02/22 – Clerk's Report

**Matters Arising**

The Clerk has written to the owners of Damson House requesting they cut back the vegetation overhanging Damson's Bridge. Cllr Serjent will remind them.

B Serjent

A further FIT payment has been received for £224.76.

The Parish Council van has passed the MOT with no problems.

PAT testing has been carried out at the Greenfield Centre and both pavilions with no issues found.

MAF funding has been received from Cllr Labuschagne to purchase some child shaped bollards for schools in Winterbourne to help deter inconsiderate parking. Our local PCSO is liaising with the schools to provide these.

**39.02/22 – Grant Applications**

The following grant was recommended:

Winterbourne Sports Association - £1158.49

Cllr Bowles proposed and Cllr Climmer seconded. All members in favour.

40.02/22 – To consider a rise in hire charges in the Greenfield Centre

A discussion determined that our charges remain competitive and it might not be prudent to raise them at the moment. The office will continue to promote the facilities to keep income at a good level.

Resolved that no increase will be made at the moment but to be reviewed again next year.

41.02/22 – To consider revised Financial Regulations and Grant Awards Policy

Both documents have been updated and it was Resolved to recommend the updated versions to Full Council.

42.02/22-To consider the grass cutting contract for the next 3 years.

Members were forwarded quotes from 3 companies before the meeting.

A discussion was held as to whether the number of cuts per season should be reduced. It was concluded that in order to keep the length of grass under control and in reasonable condition, the cuts should be kept at around 13 per season. This can vary due to weather conditions.

Members concluded to recommend the most competitive quote to Full Council for approval.

43.02/22 – Permission requested for the scheduled tree surveys to be carried out in areas maintained by the Parish Council

All members were in favour. Clerk will instruct the contractor.

44.02/22 – To consider the planned revision of the Byelaws

Revised byelaws were drawn up a few years ago but put on hold until the Parish Council takes over the land at Frenchay. As we are getting closer to achieving this, all members were asked to reconsider the draft byelaws and advise the Clerk if there are any amendments/additions to be made.

45.02/22 - Reports from Task Groups:

Frenchay

There is continuing concern that the boundary walls at Frenchay Parklands have not been repaired by Redrow to the standard agreed in the S106 agreement. They need to be repaired to a required level for the Council to take over the land. It was agreed Cllr Kembery will liaise with the Clerk to write to Redrow and South Gloucestershire Council to put forward our concerns.

Cllr Collins has obtained a MAF (Member Award Funding) grant of £1560 from SGC Downend Councillor, Liz Brennan, towards the FRA biodiversity planting in Frenchay.

There is a Wellingtonia tree on Frenchay Common which needs attention following the recent storms. Clerk will arrange for a contractor to investigate.

Winterbourne to include the Recreation Field, Duck Pond and Allotments

A working group has been looking at options for a new play area at the Recreation Ground. A specification is being prepared.

There is a meeting later this week with the Cricket and Football Clubs and the working group to look into the work required at the pavilion.

The Committee agreed that both working groups continue their work to identify potential costs and options ahead of making further reports to the F&GP Committee.

The Dingle, Winterbourne Down, Hambrook and Whiteshill

The area of grass opposite the White Horse has a large amount of mole hills. There have been previous discussions regarding the possibility of a wild flower area here. Further investigation is to be carried out to see the best siting for the flowers and if this would be in the same area as the moles.

Clerk

All members

Clerk  
P Kembery

Clerk

Clerk

### Greenfield Centre

Cllrs Bowles, Marriott and Climmer have looked at the kitchens in the Greenfield Centre to assess what needs to be done to refurbish them. Clerk is to set up a meeting with a local contractor.

The resanding of the hall floor is hopefully to be planned in the school summer holidays to provide the least disruption.

It was commented that the acoustics in the Hall are not good for meetings, but hopefully if the Covid situation continues to improve future meetings can be held back in the Council Room.

The next 2 items were confidential. No members of the public or press were present to be excluded.

### 46.02/22 – Security of Tenure for the Early Years Nursery and Greenfield Club

Following discussion, the Committee agreed that the next leases for both our tenants would be based on their previous agreements.

### 47.02/22 – Staff pay review

Staff performance reviews were recently carried out by the Cllrs Bowles and Marriott and the Clerk.

Following these, it was concluded to recommend that the Clerk and Assistant Clerk would in future be paid according to the Local Government pay scales and pay points on the scale were agreed for both of them.

They have both also agreed to increase their contracted working hours, the Assistant Clerk by 2 hours per week and the Clerk by 3.

All member were in agreement to recommend this to full Council for approval.

Meeting concluded 8.45pm