

## **FINANCE & GENERAL PURPOSES COMMITTEE MINUTES**

19<sup>th</sup> August 2024

C Watkins (in the Chair)

P Bruce	(P)	P Sykes	(P)
P Kembery	(P)	D Marriott	(P)
N Beebee	(P)	L Fogg Rogers	(P)
C Watkins	(P)	N Labuschagne	(P)

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51.08/24 Evacuation procedure - Leave via the fire door and assemble outside in the play area.

Noted

52.08/24 Apologies.

None

53.08/24 Declaration of Interests under the Localism Act 2011.

Cllr Labuschagne: South Gloucestershire Councillor

Cllrs Sykes and Fogg Rogers: Winterbourne Environmental Group

Cllr Beebee: Paul's Place

54.08/24 Public participation

None

55.08/24 To agree the minutes of meeting held on 15th July 2024.

RESOLVED, the minutes of the meeting held on 15<sup>th</sup> July 2024 were agreed and signed.

56.08/24 To note the Clerk's Report.

The Clerks report was discussed and noted.

- The newsletter has been completed and will be an insert in the next edition of the Frome Valley Voice.
- Parish Map is complete and has been put on our website and Facebook page.
- The Greenfield Centre Roof Inspection has taken place. Quotes now sought for works required.
- New signage at the Duck Pond advising bread makes the birds sick.
- All risk assessments have been completed. These will be discussed in September's Council Meeting.
- Request have been sent to South Gloucestershire Council for a 'guide to the local plan' and a user guide for the spreadsheet used for decision making.

- Quotes for tree works following the survey have yet to be submitted. Clerk will chase.
- A couple of questions have come back from the external auditor, which the Clerk has answered.

- a letter of engagement for the internal auditor
- clarification over the increase in 'other income

-The suggested location for the bird feeder at the Duck Pond has been received and sent to members. One of the local shops is now selling bird seed. **As one of the local shops is now selling bird feed, agreed to put plans to install a feeder at the pond to be put on hold.**

57.08/24 To agree the following grant requests:

- Paul's Place - £624.22

Cllr Beebee left the room.

**Resolved to approve the full grant request and recommend to Full Council**

- Winterbourne Environmental Group - £1,550.00

Cllrs Sykes and Fogg Rogers left the room.

Organisations applying for grants will normally be expected to have clear written aims and objectives, a written constitution, and proof of a separate bank account controlled by more than one signatory. Clerk accepted that the bank information and constitution that should have been submitted with the application, could be, if the grant was awarded, presented at Full Council to avoid a delay. There was a discussion among members and concerns raised regarding a lack of a business plan to support the amount requested. along with concerns on how the scheme will operate. Noted that if the grant was to be awarded this would be on condition that planning approval is given and only then would monies be paid. In addition, if the grant was successful, any monies not spent, for the reasons stated in the grant application, would have to be returned to the Parsh Council.

**Resolved** to not approve the grant request. Noted that this was a split vote.

**Clerk to advise applicant**

58.08/24 WPC grant policy for Sports Associations – discuss applying to Frenchay.

It was explained that the existing policy only includes wording for Winterbourne and Hambrook. No members knew why Frenchay had not been included in this document. It was noted that any club can request a grant, however, it would be best practice, for budgeting purposes, to establish any potential future grant requests from Frenchay Sports Clubs.

**RESOLVED, to add to the Full Council agenda that Frenchay be included in the policy.**

59.08/24 To discuss funding

a) Women's activities funding: clarification that the Parish Council will only fund initial set up of women's teams.

b) Future grant requests from Winterbourne and Hambrook are only for initial set up: Clarification given that, as above, grants are given to the initial set up of women's teams but a 100% contribution for youth sports.

60.08/24 To discuss and agree recommendations from the Hambrook Commons Committee Meeting

a) Path around Whiteshill Common: To improve the safety of school children and bus users, a path should be put on Hambrook Common which leads from the bus stop car

park. Members suggested gathering opinions from the primary school, clubs, church and residents to establish if there is a need. Noted that as this is a public common which is not owned by the Parish Council, only managed, a public consultation may need to take place.

**RESOLVED, Clerk to advise Hambrook Commons Committee to gather opinions from relevant affected parties and produce a proposal to include footfall current and anticipated to the Parish Council.**

b) Brown Road signs to the sports clubs: Advised that the clubs would like brown road signs to direct traffic to the clubs. Clerk advised that they need to submit an application to South Gloucestershire Council. The Parish Council did previously undertake this process for the clubs at The Recreation Ground, however, this was because the Parish Council own the land and the club houses.

**RESOLVED, Clerk to contact the clubs and advise.**

61.08/24 To discuss and agree the cutting of vegetation to the houses that back on to The Recreation Ground

Clerk advised that some residents of Parkside Avenue have asked the Parish Council to cut back vegetation from the Recreation Ground that has come into their gardens. It is noted that there is no legal obligation to do this, and that further investigation is required to ascertain the level of work required, and confirm if the properties do back onto Parish Council land.

**RESOLVED, Clerk to contact residents and to investigate as outlined above.**

62.08/24 To discuss and agree annual rent for Frenchay Allotments.

Due to time constraints, it was agreed that this be deferred until the next meeting.

63.08/24 To discuss and agree the invoice from Frampton Cotterell Parish Council for Youth Work contribution.

**RESOLVED**, all members in agreement to pay as the Youth Bus sessions are yet to commence

**Clerk to pay invoice**

64.08/24 To discuss and agree expenditure of Frenchay Parklands reserves.

- a. low level fencing at either end of Lime Tree Avenue
- b. Hogging type path in front of Frenchay Park House

Due to time constraints, it was agreed that this be deferred until the next meeting.

65.08/24 Reports from members:

- Frenchay
  - Reports that a camper van has been parking on Frenchay Common and Frenchay Parklands. One solution is to re-install a low level fence. **Clerk to obtain quotes.**
  - Noted that the Old Frenchay Primary School building that will become a community centre, will be using the old, existing side entrance rather than the front entrance.
  - Overgrown vegetation that has been reported to be chased: Cleve Hill, Beckspool Road and Filton Road path.

Winterbourne, to include the Recreation Field, Duck Pond and Allotments

- Reports of anti-social behaviour at The Recreation Ground.

- Request for vegetation on Linden Close to be cut back. Clerk advised that this is not Parish Council owned or managed land.

- The Dingle, Winterbourne Down and Hambrook  
None
- The Greenfield Centre  
Clerk advised the Fire Extinguisher survey had taken place that day. Advice was that not all the extinguishers previously quoted for were necessary.

66.08/24 To Discuss Roof survey report for The Greenfield Centre and Pavilion.

Clerk advised that quotes are being sought for roof repair works. Suggested to send the Pavilion report to Robyn Maggs as his company might be able to help. Noted that any works not deemed necessary on the pavilion roof could wait until the refurbishment.

**Clerk to send report to Robyn Maggs.**

67.08/24 Any other items to note from members

None

Meeting concluded 9.27pm