



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 07/11/2024

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 14th November 2024 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Vice-Chair Andrew Dyer. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 11.24.1 **Welcome and apologies for absence.**
- 11.24.2 **Declarations of Interest.**
- 11.24.3 **Ward Members Session.**
- 11.24.4 **Public Participation Session.**
- 11.24.5 **Approval of Minutes of meeting 10th October 2024 and matters arising.**
- 11.24.6 **Review of the following Policies and Procedures:**
 - [Complaints Policy 2023](#) [Vexatious Requests Policy 2023](#) [Lone-working policy 2023](#)
 - [Manual Handling Policy 2023](#) [Health and Safety Policy and Statement 2023](#) [Health and Safety Schedule 2023](#) [Play Area Inspection Policy 2023](#) [Smokefree Statement 2023](#)
- 11.24.7 **Funding Request for Bench for discussion and approval (Terri Cullen)**
- 11.24.8 **Grant Request for North Patchway Hall for discussion and approval**
- 11.24.9 **Bus Services for Stoke Lodge for discussion (RS)**
- 11.24.10 **Street Scene Team – list of Jobs**
- 11.24.11 **Budget – areas/ideas for consideration – prior to December meeting.**
- 11.24.12 **Staff Pay Review**
- 11.24.13 **Clerks Report**
- 11.24.14 **Parish Council Finance Update**
 - **Payments over £500 – Festive Lighting Company £3369.72**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 11.24.15 **Planning Applications - see attached**
- 11.24.16 **Date of next meeting: Thursday 12th December 2024**

Planning Applications

New Applications:

None

Awaiting Decisions:

P24/02153/HH - 60 Bourton Avenue, Stoke Lodge and The Common, BS34 6EE.

Description: Erection of single storey side extension to form additional living accommodation.

Date Registered: 10/09/24 – Date Validated: 18/09/24 – Consultation Expiry: 09/10/24

P24/01708/HH or PP-13239280 – 3 Bourton Close, Stoke Lodge and The Common, BS34 6EQ

Description: Erection of 2m boundary wall and fence.

Date Registered 12/07/24 – Date Validated 12/07/24 – Consultation Expiry

Planning Decisions:

P24/02064/HH - 10 The Avenue, Stoke Lodge and The Common, BS34 6BE

Description: Erection of a single storey rear extension, incorporating outbuilding to form additional living accommodation.

Date Registered: 29/08/24 – Date Validated: 29/08/24 -Consultation Expiry: 23/09/24

Any planning applications which are received after the agenda is issued but prior to the meeting will also be duly considered.



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 07/11/2024

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 14th November 2024 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Vice-Chair Andrew Dyer. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 11.24.1 **Welcome and apologies for absence.**
- 11.24.2 **Declarations of Interest.**
- 11.24.3 **Ward Members Session.**
- 11.24.4 **Public Participation Session.**
- 11.24.5 **Approval of Minutes of meeting 10th October 2024 and matters arising.**
- 11.24.6 **Review of the following Policies and Procedures:**
 - [Complaints Policy 2023](#)
 - [Vexatious Requests Policy 2023](#)
 - [Lone-working policy 2023](#)
 - [Manual Handling Policy 2023](#)
 - [Health and Safety Policy and Statement 2023](#)
 - [Health and Safety Schedule 2023](#)
 - [Play Area Inspection Policy 2023](#)
 - [Smokefree Statement 2023](#)
- 11.24.7 **Funding Request for Bench for discussion and approval (Terri Cullen)**
- 11.24.8 **Grant Request for North Patchway Hall for discussion and approval**
- 11.24.9 **Bus Services for Stoke Lodge for discussion (RS)**
- 11.24.10 **Street Scene Team – list of Jobs**
- 11.24.11 **Budget – areas/ideas for consideration – prior to December meeting.**
- 11.24.12 **Staff Pay Review**
- 11.24.13 **Clerks Report**
- 11.24.14 **Parish Council Finance Update**
 - **Payments over £500 – Festive Lighting Company £3369.72**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 11.24.15 **Planning Applications - see attached**
- 11.24.16 **Date of next meeting: Thursday 12th December 2024**

Planning Applications

New Applications:

None

Awaiting Decisions:

P24/02153/HH - 60 Bourton Avenue, Stoke Lodge and The Common, BS34 6EE.

Description: Erection of single storey side extension to form additional living accommodation.

Date Registered: 10/09/24 – Date Validated: 18/09/24 – Consultation Expiry: 09/10/24

P24/01708/HH or PP-13239280 – 3 Bourton Close, Stoke Lodge and The Common, BS34 6EQ

Description: Erection of 2m boundary wall and fence.

Date Registered 12/07/24 – Date Validated 12/07/24 – Consultation Expiry

Planning Decisions:

P24/02064/HH - 10 The Avenue, Stoke Lodge and The Common, BS34 6BE

Description: Erection of a single storey rear extension, incorporating outbuilding to form additional living accommodation.

Date Registered: 29/08/24 – Date Validated: 29/08/24 -Consultation Expiry: 23/09/24

Any planning applications which are received after the agenda is issued but prior to the meeting will also be duly considered.



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 07/11/2024

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 14th November 2024 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Vice-Chair Andrew Dyer. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 11.24.1 **Welcome and apologies for absence.**
- 11.24.2 **Declarations of Interest.**
- 11.24.3 **Ward Members Session.**
- 11.24.4 **Public Participation Session.**
- 11.24.5 **Approval of Minutes of meeting 10th October 2024 and matters arising.**
- 11.24.6 **Review of the following Policies and Procedures:**
 - [Complaints Policy 2023](#) [Vexatious Requests Policy 2023](#) [Lone-working policy 2023](#)
 - [Manual Handling Policy 2023](#) [Health and Safety Policy and Statement 2023](#) [Health and Safety Schedule 2023](#) [Play Area Inspection Policy 2023](#) [Smokefree Statement 2023](#)
- 11.24.7 **Funding Request for Bench for discussion and approval (Terri Cullen)**
- 11.24.8 **Grant Request for North Patchway Hall for discussion and approval**
- 11.24.9 **Bus Services for Stoke Lodge for discussion (RS)**
- 11.24.10 **Street Scene Team – list of Jobs**
- 11.24.11 **Budget – areas/ideas for consideration – prior to December meeting.**
- 11.24.12 **Staff Pay Review**
- 11.24.13 **Clerks Report**
- 11.24.14 **Parish Council Finance Update**
 - **Payments over £500 – Festive Lighting Company £3369.72**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 11.24.15 **Planning Applications - see attached**
- 11.24.16 **Date of next meeting: Thursday 12th December 2024**

Planning Applications

New Applications:

None

Awaiting Decisions:

P24/02153/HH - 60 Bourton Avenue, Stoke Lodge and The Common, BS34 6EE.

Description: Erection of single storey side extension to form additional living accommodation.

Date Registered: 10/09/24 – Date Validated: 18/09/24 – Consultation Expiry: 09/10/24

P24/01708/HH or PP-13239280 – 3 Bourton Close, Stoke Lodge and The Common, BS34 6EQ

Description: Erection of 2m boundary wall and fence.

Date Registered 12/07/24 – Date Validated 12/07/24 – Consultation Expiry

Planning Decisions:

P24/02064/HH - 10 The Avenue, Stoke Lodge and The Common, BS34 6BE

Description: Erection of a single storey rear extension, incorporating outbuilding to form additional living accommodation.

Date Registered: 29/08/24 – Date Validated: 29/08/24 -Consultation Expiry: 23/09/24

Any planning applications which are received after the agenda is issued but prior to the meeting will also be duly considered.



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 07/11/2024

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 14th November 2024 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Vice-Chair Andrew Dyer. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 11.24.1 **Welcome and apologies for absence.**
- 11.24.2 **Declarations of Interest.**
- 11.24.3 **Ward Members Session.**
- 11.24.4 **Public Participation Session.**
- 11.24.5 **Approval of Minutes of meeting 10th October 2024 and matters arising.**
- 11.24.6 **Review of the following Policies and Procedures:**
 - [Complaints Policy 2023](#) [Vexatious Requests Policy 2023](#) [Lone-working policy 2023](#)
 - [Manual Handling Policy 2023](#) [Health and Safety Policy and Statement 2023](#) [Health and Safety Schedule 2023](#) [Play Area Inspection Policy 2023](#) [Smokefree Statement 2023](#)
- 11.24.7 **Funding Request for Bench for discussion and approval (Terri Cullen)**
- 11.24.8 **Grant Request for North Patchway Hall for discussion and approval**
- 11.24.9 **Bus Services for Stoke Lodge for discussion (RS)**
- 11.24.10 **Street Scene Team – list of Jobs**
- 11.24.11 **Budget – areas/ideas for consideration – prior to December meeting.**
- 11.24.12 **Staff Pay Review**
- 11.24.13 **Clerks Report**
- 11.24.14 **Parish Council Finance Update**
 - **Payments over £500 – Festive Lighting Company £3369.72**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 11.24.15 **Planning Applications - see attached**
- 11.24.16 **Date of next meeting: Thursday 12th December 2024**

Planning Applications

New Applications:

None

Awaiting Decisions:

P24/02153/HH - 60 Bourton Avenue, Stoke Lodge and The Common, BS34 6EE.

Description: Erection of single storey side extension to form additional living accommodation.

Date Registered: 10/09/24 – Date Validated: 18/09/24 – Consultation Expiry: 09/10/24

P24/01708/HH or PP-13239280 – 3 Bourton Close, Stoke Lodge and The Common, BS34 6EQ

Description: Erection of 2m boundary wall and fence.

Date Registered 12/07/24 – Date Validated 12/07/24 – Consultation Expiry

Planning Decisions:

P24/02064/HH - 10 The Avenue, Stoke Lodge and The Common, BS34 6BE

Description: Erection of a single storey rear extension, incorporating outbuilding to form additional living accommodation.

Date Registered: 29/08/24 – Date Validated: 29/08/24 -Consultation Expiry: 23/09/24

Any planning applications which are received after the agenda is issued but prior to the meeting will also be duly considered.



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 07/11/2024

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 14th November 2024 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Vice-Chair Andrew Dyer. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 11.24.1 **Welcome and apologies for absence.**
- 11.24.2 **Declarations of Interest.**
- 11.24.3 **Ward Members Session.**
- 11.24.4 **Public Participation Session.**
- 11.24.5 **Approval of Minutes of meeting 10th October 2024 and matters arising.**
- 11.24.6 **Review of the following Policies and Procedures:**
 - [Complaints Policy 2023](#) [Vexatious Requests Policy 2023](#) [Lone-working policy 2023](#)
 - [Manual Handling Policy 2023](#) [Health and Safety Policy and Statement 2023](#) [Health and Safety Schedule 2023](#) [Play Area Inspection Policy 2023](#) [Smokefree Statement 2023](#)
- 11.24.7 **Funding Request for Bench for discussion and approval (Terri Cullen)**
- 11.24.8 **Grant Request for North Patchway Hall for discussion and approval**
- 11.24.9 **Bus Services for Stoke Lodge for discussion (RS)**
- 11.24.10 **Street Scene Team – list of Jobs**
- 11.24.11 **Budget – areas/ideas for consideration – prior to December meeting.**
- 11.24.12 **Staff Pay Review**
- 11.24.13 **Clerks Report**
- 11.24.14 **Parish Council Finance Update**
 - **Payments over £500 – Festive Lighting Company £3369.72**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 11.24.15 **Planning Applications - see attached**
- 11.24.16 **Date of next meeting: Thursday 12th December 2024**

Planning Applications

New Applications:

None

Awaiting Decisions:

P24/02153/HH - 60 Bourton Avenue, Stoke Lodge and The Common, BS34 6EE.

Description: Erection of single storey side extension to form additional living accommodation.

Date Registered: 10/09/24 – Date Validated: 18/09/24 – Consultation Expiry: 09/10/24

P24/01708/HH or PP-13239280 – 3 Bourton Close, Stoke Lodge and The Common, BS34 6EQ

Description: Erection of 2m boundary wall and fence.

Date Registered 12/07/24 – Date Validated 12/07/24 – Consultation Expiry

Planning Decisions:

P24/02064/HH - 10 The Avenue, Stoke Lodge and The Common, BS34 6BE

Description: Erection of a single storey rear extension, incorporating outbuilding to form additional living accommodation.

Date Registered: 29/08/24 – Date Validated: 29/08/24 -Consultation Expiry: 23/09/24

Any planning applications which are received after the agenda is issued but prior to the meeting will also be duly considered.



Annie Wherrett

Clerk to Stoke Lodge and
The Common Parish Council
Date: 07/11/2024

Notice of Full Parish Council Meeting

Dear Councillors, you are hereby summonsed to attend the following Parish Council meeting:

Date: Thursday 14th November 2024 - **Time:** 7pm

Venue: The Pavilion, The Avenue, Stoke Lodge and The Common, BS34 6BD

Meeting Manager: Vice-Chair Andrew Dyer. **Facilitator and Minute Taker:** Clerk Annie Wherrett

Agenda

- 11.24.1 **Welcome and apologies for absence.**
- 11.24.2 **Declarations of Interest.**
- 11.24.3 **Ward Members Session.**
- 11.24.4 **Public Participation Session.**
- 11.24.5 **Approval of Minutes of meeting 10th October 2024 and matters arising.**
- 11.24.6 **Review of the following Policies and Procedures:**
 - [Complaints Policy 2023](#) [Vexatious Requests Policy 2023](#) [Lone-working policy 2023](#)
 - [Manual Handling Policy 2023](#) [Health and Safety Policy and Statement 2023](#) [Health and Safety Schedule 2023](#) [Play Area Inspection Policy 2023](#) [Smokefree Statement 2023](#)
- 11.24.7 **Funding Request for Bench for discussion and approval (Terri Cullen)**
- 11.24.8 **Grant Request for North Patchway Hall for discussion and approval**
- 11.24.9 **Bus Services for Stoke Lodge for discussion (RS)**
- 11.24.10 **Street Scene Team – list of Jobs**
- 11.24.11 **Budget – areas/ideas for consideration – prior to December meeting.**
- 11.24.12 **Staff Pay Review**
- 11.24.13 **Clerks Report**
- 11.24.14 **Parish Council Finance Update**
 - **Payments over £500 – Festive Lighting Company £3369.72**
 - **Bank Statements**
 - **Bank Reconciliation**
 - **Monthly Financial Report**
 - **Payments over £100**
- 11.24.15 **Planning Applications - see attached**
- 11.24.16 **Date of next meeting: Thursday 12th December 2024**

Planning Applications

New Applications:

None

Awaiting Decisions:

P24/02153/HH - 60 Bourton Avenue, Stoke Lodge and The Common, BS34 6EE.

Description: Erection of single storey side extension to form additional living accommodation.

Date Registered: 10/09/24 – Date Validated: 18/09/24 – Consultation Expiry: 09/10/24

P24/01708/HH or PP-13239280 – 3 Bourton Close, Stoke Lodge and The Common, BS34 6EQ

Description: Erection of 2m boundary wall and fence.

Date Registered 12/07/24 – Date Validated 12/07/24 – Consultation Expiry

Planning Decisions:

P24/02064/HH - 10 The Avenue, Stoke Lodge and The Common, BS34 6BE

Description: Erection of a single storey rear extension, incorporating outbuilding to form additional living accommodation.

Date Registered: 29/08/24 – Date Validated: 29/08/24 -Consultation Expiry: 23/09/24

Any planning applications which are received after the agenda is issued but prior to the meeting will also be duly considered.