



# ANNUAL REPORT 2024/25



Bradley Stoke Town Council  
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Bradley Stoke Town Council will work to promote and develop the interests and diversity of this vibrant community

# Message from the Mayor:

## Dear residents of Bradley Stoke,

My good wishes to you and I hope this year's report finds you well.

It is a privilege to be the first citizen of our town and bringing a sense of civic pride is something all councillors should help to promote. Being proud of our community and our surroundings is fundamental to our success as a town. It has been an honour to work with all Councillors as Mayor and Chair and I thank them all for their contributions.

Our council has worked as a team and has done so for the good of our town. This has brought a great atmosphere to our meetings and something that all councillors and staff should be proud of. Anyone is welcome to attend our council meetings, it would be lovely to see you there. Please check our website, noticeboards or newsletters for details. We also hold Councillor drop-in surgeries on the last Saturday of each month in the foyer at the Willowbrook Centre, should you have any queries you wish to raise.

Councillor Dayley Lawrence has been the Deputy Mayor over the past year and between us, we have represented our town at external events and helped to promote Bradley Stoke throughout the civic year. Here in our town we have attended every event that we were able as we are always keen to give our civic calendar priority. Meeting many of you whilst on civic duties has been a pleasure and the highlight of my year in office. I visited almost every school personally. I have enjoyed attending school assemblies and classroom sessions, summer and Christmas events and it has been a pleasure to meet some of our youngest residents. I have also been proud to support the many local community groups we have including the Scouts, Bradley Stoke Youth Football Club, Bradley Stoke Radio as well as the very popular older people's tea parties. It was wonderful that so many people from the Green Gym together with members of the public, Willowbrook Centre, Pitbulls Ice Hockey team, staff and Councillors, were all involved in getting all the trees planted for the new community orchard at Brook Way Activity Centre.

As your Mayor, it was an honour to light the beacon for the 80th Anniversary of the D-day landing and to lead the town in remembrance. Both of these events were very poignant to me. I must also add how proud I was of all the youth of our town that participated in the Remembrance Day service, you made our town very proud.

My three Mayor's Charities chosen for 2024/25 were The Brightwell Centre, Mamas Bristol and Diabetes UK and monies raised through the Community Festival, Scarecrow Trail and Fireworks Display were donated to those charities. The final total will be announced at the Annual Town Council Meeting in May 2025.

The Annual Town Assembly also takes place in May and I am looking forward to the heritage/history event that will take place before the start of that meeting. We are delighted that there will be a full festival in Bradley Stoke again this year in June.

I would like again to thank all the hard working council staff. Most of who are behind the scenes working to bring events and projects together. Lastly, a word of thanks to you all. You all make Bradley Stoke a great town to live in and work in. the many and not the few.

## Councillor Natalie Field Mayor/Chair of Council



# A Year in the Life of the Town Council

## June 2024

D-Day 80 Anniversary Beacon lighting event.



## June 2024

Return of 2-day Community Festival – Saturday: Main Festival Day, Bradley Stoke Youth Football Club event, Sunday: Sole Sisters 10K Run, Skatepark Competition and Art workshop, Brightwell Charity Colour Run.



## July 2024

Older Person's Afternoon Tea party.

## September 2024

Work commenced on installation of leisure equipment on the Jubilee Green.

## October 2024

Older Person's Afternoon Tea party.

## October 2024

5th Town Council Scarecrow Trail to raise money for Mayor's Charities.

## November 2024

Opening of Community Welcome Spaces at three Activity Centres sites for the local community to use during the cold weather.

## November 2024

Firework Display to music

## December 2024

Installation of Christmas tree and lights at Jubilee Centre.

## December 2024

Older Person's Christmas Afternoon Tea party.

## January 2025

Official opening of new leisure equipment on the Jubilee Green.

## January 2025

3rd Community Free tree/hedge/wildflowers giveaway event organised by Town Council linked to Local Nature

## February 2025

Planting of Community Orchard at Brook Way Activity Centre

## March 2025

International Women's Day events.

## April 2025

Older Person's Afternoon Tea party



# Finance Committee Report 2024/25

I was honoured to have been elected Chair of the Finance Committee for the second year running and thank fellow councillors for putting their trust in me.

The Finance Committee plays a significant role in the activities of the Town Council and oversees its financial matters and makes decisions regarding expenditure to meet the Council's objectives. The committee helps draft the Council's annual budget and closely monitors the financial position throughout the year as part of Council's governance assurance duties. The recent internal audit report for 2024/25 rated the financial control procedures as 'High Standard - Systems and processes are excellent providing good assurance. Significant strengths have been identified and are to be commended'.

The Town Council increased last year's precept by less than 50p a month for a Band D property and has been able to set aside some money towards the refurbishment of the Bailey's Court Activity Centre which needs new changing facilities for women and an upgrade of the existing facilities for community use. This won't be enough to carry out all the works needed but has provided enough to employ an architect and planner to assess the feasibility of moving the project forward. Depending upon the results and Council's subsequent decision, further monies will be required from external sports grants and any available additional year end budget surplus. In recent months we have also been able to provide leisure equipment at the Jubilee Centre from funds already earmarked for this and from S106 funding secured from South Gloucestershire Council. You also may have noticed that the Beacon Play area is also undergoing a major refurbishment to replace rotting wood and potentially unsafe equipment.

As a council we must maintain a steady level of reserves and these include investment accounts which are monitored by our Responsible Finance Officer, Rachel Pullen, who provides advice to the Finance Committee throughout the year. I would like to thank Rachel for her dedication over the past 27 years and particularly over the past 12 months advising the committee on various financial matters. I would also like to thank the Finance Officers, Pat Louca and Nikki Rich for all their support. Finally, I would like to thank the councillors on the committee for their attendance and input into the meetings.

At a Strategic Planning meeting on 9th October 2024 councillors suggested ideas to improve facilities in the town and to make Bradley Stoke look more attractive. One idea is to increase planting throughout the town included creating a Community Orchard adjacent to the Brook Way Activity Centre where works started in February. Other suggestions included the installation of solar panels on our community buildings, more benches and picnic tables around the town, continuing our annual give away of trees and seeds and upgrading our computer system to include an on-line booking system for our buildings. Some of these projects will be part-funded by Community Infrastructure Levy funding and some by grants from South Gloucestershire Council and the government, others will be funded through the annual precept.

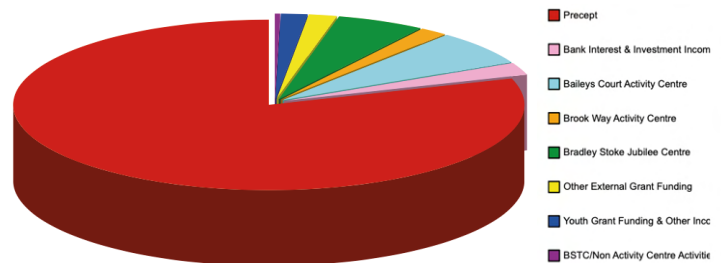
Maintaining current services and fulfilling these new projects means that the council will need to raise the precept again this year, and at the Full Council meeting on 15th January 2025, a

rise of £6.14 per year for a Band D property, that's less than 52p each month, was agreed.

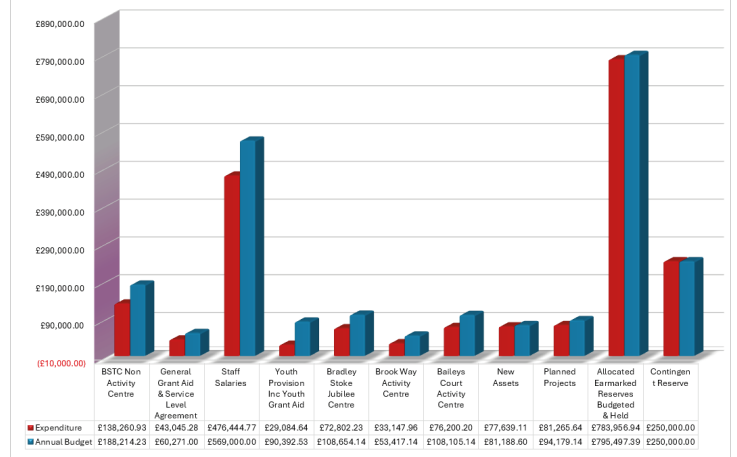
The day-to-day expenditure on our sites can be seen within the graphs below. We are always looking for opportunities to make better use of our buildings and our letting rates are competitive. The council office is always happy to try and help people find the right space for their planned activity so please feel free to make contact.

The Council runs a 5-Year Forward Budget Plan which is constantly updated and allows us to plan ahead whilst reserving funds to support and protect the future services for the local community. Through strong financial planning Council has been able to protect the public purse whilst also continuing to fund a variety of good causes and local community groups. More information about the Council's funding and accounts can be viewed on our website at [www.bradleystoke.gov.uk](http://www.bradleystoke.gov.uk).

2024/25 INCOME PIE CHART - 11/2/25



2024/25 Comparison of Actual Expenditures Against Budgets 11/2/25



The above charts show a snap shot of the 2024/25 accounts based upon provisional pre-audit and pre-year end figures which were correct as at 11th February 2025. The graphs exclude March and other final year end figures such as some accruals/pre-receipts and other year end adjustments. Finalised figures will be available in a graph format after the audit has been signed off and will be placed onto the website in September 2025. The graphs for the audited figures for 2023/24 are already on within the audit section.



**Councillor Jon Williams**  
Chair of Finance Committee

# Planning & Environment Committee Report 2024/25

Chairing the Planning and Environment Committee has been a challenging but very rewarding experience as a (relatively) new councillor.

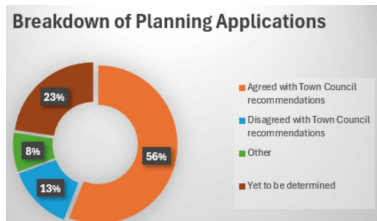
The Planning and Environment Committee's remit covers a variety of areas ranging from planning applications to health and safety to our local nature action plan. We meet monthly to consider these issues.

Over the past year we have responded to 75 planning applications (as of 6th March 2025) and of those, South Gloucestershire Council agreed with the Town Council's recommendations on 42 applications as to whether permission should be granted or refused. They disagreed with 10 Town Council recommendations. In addition to these figures, 6 applications did not fit into either category and 17 are yet to be decided by South Gloucestershire Council. One notable example was the proposal for apartments on one side of Bradley

Stoke Way opposite The Worthys. The council objected to this development, but it was approved, and this will be a disappointment for residents who attended

our meetings on the 28th of February and the 22nd of May to voice their concerns.

On much larger development issues, we have seen significant progress of the new local development plan from South Gloucestershire Council. This is the plan that details where new homes, jobs and growth will all go in our area over the next 15 years or so. This year the developments have included South Gloucestershire Council concluding it cannot accept any unmet housing need from Bristol. But also, we have seen the Woodlands Golf Course development proposal remaining in the proposed plan.

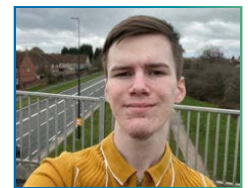


Furthermore, we have seen an increase in the national housing target for South Gloucestershire by around 6,000. But this has come alongside a proposed 50% affordability requirement on Greenbelt sites in the Government's proposed "golden rules". This is very much a mixed situation of opportunities, challenges, concerns and welcome news. Nevertheless, I can assure you that no matter what happens this committee will advocate for this town on every planning development to make sure Bradley Stoke's voice is heard.

On climate and nature related issues, the Council has worked alongside a variety of groups on various projects to achieve the goals set out in our own Local Nature Action Plan. One scheme Bradley Stoke is part of is a national pilot scheme called "Greenprint Live Labs 2 Project" where grass is left to grow long and then cut to be turned into biofuel. This is a great scheme; I am especially grateful for South Gloucestershire Council listening to our feedback and removing two grass areas from the scheme when we fed back that they were used by residents for recreation.

The Three Brooks Parkrun started this year in the local nature reserve. Despite huge numbers of runners to begin with, the number of runners has begun to stabilise at a lower number with it generally being well received by residents as well as visitors from elsewhere.

Finally, it is a privilege to serve as Chair of this committee and a privilege to serve the people of Bradley Stoke. I would like to pay tribute to my fellow committee members, our Town Council staff, local volunteers and the public at large for their role in helping make the town a greener place for all to live in.



Councillor James Nelson  
Chair of Planning & Environment Committee

## Staffing Committee Report 2024/25

The Staffing Committee meets at least two times per year. Over the last year, it has met four times with a further meeting convened for April 2025.

The scope of the Committee includes:

- Overseeing staffing matters of the Council and the overall performance of the staff, including ensuring that annual appraisals for all staff are carried out. Day-to-day line management of all staff is delegated to the Town Clerk. The committee deals with matters relating to staff conduct and deals with complaints against staff.
- Reviewing and implementing all employment policies in consultation with members of staff as well as reviewing job descriptions, person specifications, staff establishment (including promotion, re-grading, redundancies and fixed term contracts) and to approve contracts of employment.
- Maintaining the staffing levels necessary to efficiently discharge the work required by the Council and to review the workloads periodically and report any recommendations to the full Council. Linked to this, the committee oversees the recruitment process of all staff. The committee is also responsible for undertaking the recruitment of the Town Clerk and Responsible Financial Officer with any associated expenditure and making the appointment, when such situation arises.

It has been a busy year again, with the following being achieved:

- Recruitment of Projects & Events Officer
- Recruitment of Sites Supervisor
- Recruitment of additional Youth Support Workers
- Completion of the annual staff appraisals
- Review, amendment and adoption of all current staffing policies

The Committee strives to bring in best practice to the workplace. South Gloucestershire Council Human Resources team are an external provider that advises on matters, and this ensures the work of the committee is efficient, fair and in line with the most recent legislation.

The minutes of the Staffing Committee are available on the Town Council website, however, when the nature of the discussion is deemed confidential, under Section (2) of the Public Bodies (Admission to Meetings) Act 1960, the meeting will be closed to the public and not recorded.

I would like to thank all councillors and staff who have supported the work of the Committee.



Councillor Dayley Lawrence  
Chair of Staffing Committee  
Deputy Mayor/Vice-chair of Council

# Leisure, Youth & Amenities Committee Report 2024/25

This is my second year of chairing the Leisure, Youth & Amenities (LYA) Committee which meets approximately six times a year and is responsible for, and promotes the Town Council policy on sports, leisure and recreational activities within or affecting the Town. It has been a busy year with the Committee delivering all and more of its workplan to deliver events and activities for the people of Bradley Stoke.

The LYA committee is perhaps, due to its remit, is the committee that works closest with local community groups and organisations. It has been a pleasure to work with and meet representatives from those various groups, clubs and organisations when they attend our committee meetings to hear more about their work and speak in support of their grant funding applications. I would also like to express my thanks to all the Councillors who work on the Committee and staff.

Bradley Stoke is fortunate to be well represented by a large number of volunteers who work hard to run their organisations, groups and clubs, representing many areas of interest and a vast range of activities in our town, such as groups from diverse cultures, conservation and the environment, older members of the community and of course with young people within our town.

The Town Council has its own in-house youth provision run by our youth work team. A report on our youth provision is included separately in the annual report.

## Leisure Equipment and Beacon Play Area

The official opening ceremony of the leisure equipment took place on the 8th January and in addition I am very pleased to say that the refurbished play area (includes new swings, a roundabout and more benches) has been completed at the Beacon Play area.

## Community Orchard and Free Tree Giveaway

The Free Tree Giveaway on the 11th January at the Jubilee Centre was really well attended with over 100 trees and wildflower packs being given to local residents. The planting of the new orchard next to Brookway Community Centre happened on 21st February. Thank you to all who have volunteered so far and we would love to hear from anyone else who would like to be involved with the orchard going forward.

## Bradley Stoke Festival 2024/25

I was delighted that a full Bradley Stoke Community Festival took place again on Saturday 8th and Sunday 9th June 2024.

On June 8th 2024 at the Jubilee Centre, Bradley Stoke Youth FC (BSYFC) celebrated their football festival with over several hundred children

participating in the event. It was a privilege as the Mayor of Bradley Stoke with Deputy Mayor of Bradley Stoke, Dayley Lawrence to hand out the medals.

On Sunday 9th June, Sole Sisters hosted their 19th Bradley Stoke



10K. This year it was ideal running conditions and we saw 480 runners cross the finish line. We are grateful to all the volunteers and volunteer marshals for making these an events such a success.

The Brightwell Charity Colour Run also took place on Sunday 9th June raising over £4,000. The Brightwell is a charity supporting those with neurological conditions by providing therapies such as neuro-physio and oxygen therapy. It was a fun filled afternoon of smiles, laughter and clouds of colour for all ages and abilities.

## Festival 2025

I am delighted that planning started back in January 2025 for the full festival which will take place on Saturday 7th and Sunday 8th June 2025.

## Scarecrow Trail

Bradley Stoke Town Council organised its fifth charity Scarecrow Trail this year which took place over the October half-term holidays with the theme being 'Scarecrows at Work'.

The scarecrows were distributed throughout Bradley Stoke for people to find using trail maps (£2 each). All the money raised, (£554.14) went to the Mayor's charities which are Mamas, the Brightwell Centre and Diabetes UK.

The Council received many positive comments that the scarecrow trail was great fun for families with children, although anyone can do it. It was wonderful as well that the people/organisations who have made the scarecrows made them out of recycled materials. Thanks goes to all those who helped make the event a success either by taking part, providing prizes or sponsorship such as the Willow Brook Centre, the Black Sheep pub, and the Brightwell Centre.

The award ceremony for the best scarecrow and the Mayor's favourite scarecrow on Wednesday

20th November 2024.



## International Women's Day

To celebrate International Women's Day, BSTC organised a programme of events between 1–13 March 2025 which were open to all. These included: Copa 71 Film Screening on the first women's World Cup, Skatepark Event encouraging girls' participation which included art projects, an heritage walk exploring women's local history with Jane Duffas' book signing, Filton Mothers' Union talk: Women of Faith (Harmony Event), Red Dress in Popular Culture Talk at Little Stoke & District Ladies Group, Red Dress Project showcasing community embroidery in Bradley Stoke, Police Walk & Talk Events.

International Women's Day aims to forge a gender equal world. The events were very much about celebrating women's achievements and increasing visibility.



If you would like more information on any of the events, please visit the Town Council website [www.bradleystoke.gov.uk](http://www.bradleystoke.gov.uk), and we would love to hear from you if you would like to get involved.

Finally, I would like to thank all the community groups, organisations, volunteers, staff and Councillors who have supported the work of the Committee and delivered such a wide range of activities for people living in Bradley Stoke.



Councillor Natalie Field  
Chair of Leisure  
Youth & Amenities Committee

# Bradley Stoke Town Council Youth Work Report 2024-25

**Overview:** It has been another successful year with our varied youth work strands continuing to have a positive impact. We have worked with over 500 young people in the past year, with many on a regular basis. We have consistently delivered core sessions throughout the year, including most of the school holidays. We have provided youth work sessions at the skatepark (from our converted shipping containers), our weekly Girls & Young Women's Group and our Jubilee Hardcourt sessions (informal sports focus). All our core sessions strive to provide a safe, supportive, social environment offering activities, discussion, challenge, supportive signposting, advocacy and fun. Our full youth work offer includes the following:

- **Skatepark sessions;** regular and ad hoc sessions.
- **Jubilee Hardcourts:** informal sports focus.
- **Girls & Young Women's Project:** weekly girls only sessions.
- **Detached and Outreach sessions:** planned and ad hoc.
- **Project work:** e.g., Street Art projects/workshops; First Aid courses.
- **Events and competitions:** e.g. 2 days of activities at our Community Festival.
- **Offsite** trips and residential.
- **One to one** and small group support.
- **Volunteering** - school/college work experience placements.
- **Golden thread:** young people having a voice, being listened to, respected and valued.
- **Work with other partners, agencies and groups.** e.g., funding, training, support.
- **Presence** in the community.

**Additional youth work activities:** Our annual community festival was once more a weekend of celebration, with two full days of youth work activities at Jubilee Green and the Skatepark. Local young people contributed to the delivery of our usual popular package of art workshops, skatepark competition and rider demos. Top UK Scooter riders competed at the event. During the year we also delivered extra and/ or extended youth work sessions in most of the school holidays and throughout the year we often held sessions with outside artists or specialist agencies such as the Young People's Drug and Alcohol Service, as well as various trips and 1 to 1 and small group support. As part of International Women's Day, we just collaboratively held a successful Skatepark and Art event, at Campus Skatepark, to promote and encourage Girls and Women's participation.

**Partnerships and funding:** The Town Council continues to support the delivery of our youth work, including a full-time professional Youth Worker. This has been important in the development and maintenance of our youth work and in helping to attract significant additional external funding for both broadening our youth work offer, and for infrastructure developments (e.g. in recent years £200K of external funding for the Skatepark). We have also built closer links with other organisations, including active membership of the SG Youth Work Partnership. This has enabled us to secure further significant external revenue funding (£14K per year for 5 years from April '24) and more recently (£14K per year for 3 years) from the National Lottery. We have also continued to forge links with many other organisations and enhance and/or develop partnership approaches.

**Youth Work staffing:** We are currently recruiting part time youth support worker vacancies and will then be able to deliver additional youth work sessions, including at the skatepark building, as well as regular Detached/Street youth work sessions across the Town.

**Youth Voice:** We believe our youth work should include and/or work towards having a strong 'youth voice' and therefore enable young people to have a say in decision making and in the shaping of youth provision and other local services. We continue to aim to make young people feel valued, have a sense of ownership and become more active citizens. As previously highlighted, the building of our skatepark, the introduction and equipping of the youth buildings there and various other projects, including the recently completed Jubilee Green Fitness area, have all helped create 'ownership', through the involvement of young people, and are good examples of the benefits of young people being active citizens and of BSTC adopting the principal outlined in the national document 'Positive for Youth' (2011):

*"Involving young people does not only lead to better decisions and a greater sense of ownership by young people... It also sends a clear message about the valued and positive place of young people in their community".*

*Our vision moving forward is therefore to maintain and develop a range of youth projects and programmes, with a particular emphasis on young people's needs and involvement and having their voices heard.*

**Graham Baker**  
**Youth Development & Participation Worker**

## Councillors Attendance 2024-2025 (as of 14th March 2025)

		Committee allocation		Council												Finance						Planning & Environment						Leisure, Youth & Amenities						Staffing																		
		Political party	Finance	Leisure, Youth & Amenities	Planning & Environment	Staffing	C May	C June	C July	C Sept	C Oct	C Nov	C Jan	C Feb	C Mar	F May	F Jun	F Jul	F Sept	F Oct	F Nov	F Dec	F Jan	F Mar	P May	P Jun	P Jul	P Aug	P Sept	P Oct	P Nov	P Dec	P Jan	P Mar	L Jun	L Aug	L Oct	L Dec	L Feb	S Jun	S Aug	S Nov	S Jan									
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Bradbury^^	John	L	L	P		✓	✓	✓	✓	✓	✓	✓	o	✓										✓	✓	o	✓	✓	✓	✓	✓	✓	✓	✓	o	o	o												✓			
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Cullen^^	Terri	C				o	✓	✓	o	✓	✓	✓	o	✓																																						
Field	Natalie	L	F	L	P	✓	✓	✓	✓	✓	✓	✓	✓	✓	o	✓	✓	o	✓	✓	✓	✓	✓	o	✓	✓	o	✓	✓	✓	✓	✓	✓	✓	✓	o	✓	✓	✓	✓	✓											
James	Jenny	L	F	L	P	S	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	o	✓	✓	✓	✓									
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Williams	Jon	LD	F	L	P	S	✓	✓	✓	o	✓	✓	✓	✓	✓	✓	✓	o	✓	✓	✓	✓	✓	✓	✓	✓	o	✓	✓	✓	✓	✓	✓	✓	o	o	o	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

^^ = South Glos Councillor (may be absent from Town Council meetings if otherwise engaged on SGC business)

o = apology submitted

Grey shaded areas = councillors not on those committees. However, on occasions, councillors may substitute for other councillors on committees

C = Conservative, G = Green, L = Labour, LD = Liberal Democrat

Chair of Council - Natalie Field

Vice-chair of Council - Dayley Lawrence

Chair of Planning & Environment - James Nelson

Chair of Finance - Jon Williams

Chair of Leisure, Youth & Amenities - Natalie Field

Chair of Staffing - Dayley Lawrence

Vice-chair of Staffing - Jon Williams

Councillor Brian Mead resigned 24.05.24

Councillor Sue Bandcroft elected 18.07.24

Councillor Aleena Aditya ceased to be a councillor as of 11.01.25

## Grant Funding.

The Town Council, through the Leisure, Youth & Amenities committee, are able to offer funding to various community groups and organisations through a grant funding programme and we have been able to support quite a few through this programme over the last twelve months (see details in the tables below – correct as of 26th February 2025).

In addition to this, we have funded Bradley Stoke in Bloom (£500.00) and the Bradley Stoke branch of Citizens Advice Bureau (£17,416).

### Community Development Grant Aid

Bradley Stoke Radio	£4,000.00
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### Grant Aid

2nd Stoke Lodge Brownies	£500.00
Bradley Stoke Youth Football Club	£500.00
Sole Sisters Running Club	£500.00
Patchway Men's Shed	£200.00
Little Stoke Ladies Club	£300.00
Bradley Stoke Bowls Club	£500.00
Southern Brooks Community Partnership	£500.00
St Peter's Hospice	£500.00
Bradley Stoke Community Singers	£500.00
<b>TOTAL</b>	<b>£4,000.00</b>

### Larger Grant Aid

Turtle CYP (formerly South Gloucestershire Playscheme) for 2024 Summer Playscheme	£5,000.00
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### Service Level Agreements

Bradley Stoke & Almondsbury Youth Cricket Club	£3,500.00
Bradley Stoke Youth Football Club	£2,300.00
Christ the King Youth Group	£2,350.00
Four Towns & Vale Link Community Transport	£2,404.24
SG Chinese Association	£1,800.00
<b>TOTAL</b>	<b>£12,354.24</b>

Should your local organisation be interested in applying for grant funding, then please do get in touch with the Town Council office for more information on our grant funding programme.

## Invitation to Annual Town Meeting

Bradley Stoke Town Council  
Annual Town Meeting

Wednesday 7th May 2025 at 7.00pm

Oak Hall  
The Jubilee Centre  
Savages Wood Road  
Bradley Stoke  
BS32 8HL

## Bradley Stoke Town Council Community Festival

**Saturday 7th & Sunday 8th June 2025**