

**THORNBURY TOWN COUNCIL**

**Minutes of the Town Council Meeting  
held on Tuesday 28 August 2018 in the Council Chamber**

Present: Cllrs Shirley Holloway (Chairman and Mayor)  
Angela Symonds (Vice Chairman and Deputy Mayor)  
Vincent Costello  
Benj Emmerson  
Clare Fardell  
Bob Griffin  
Guy Rawlinson  
Pam Shipp  
Jayne Stansfield  
Matthew Stringer  
Martin Trueman  
Maggie Tyrrell (*arrived late*)  
Gail Whitehead

Sandra Richardson (Deputy Town Clerk)  
Belinda Morley (Administrator)

(Cllr Lesley Tuck – absent)

**1. To receive any apologies for absence**

Louise Powell, Town Clerk (out of Thornbury)  
Helen Harrison (out of Thornbury)

**2. To receive any members' declarations of interest**

Cllr Matthew Stringer declared an interest in matters relating to the planning application for 6 Chantry Road as a congregant of the Methodist Church. Cllr Guy Rawlinson declared an interest in matters relating to the planning application for 4 Castle Street as a resident of Castle Street. Cllr Jayne Stansfield declared an interest in matters relating to the planning application for land at Crossways as a resident of Knapp Road.

**3. To receive any retiring Chairman's announcements**

188/18. The Chairman welcomed Councillors back following the Summer recess.

**4. To receive any representations from the public**

Members of the public were welcomed to the meeting.

**5. To consider and approve the minutes of the meeting of Thornbury Town Council held on 31 July 2018**

189/18. The minutes of the meeting of Thornbury Town Council held on 31 July 2018 had been circulated and were proposed as a true record by the Chairman, seconded by Cllr Matthew Stringer and signed by the Chairman.

**Matters Arising**

190/18. Cllr Clare Fardell asked if the Clerk had received any information from South Gloucestershire regarding the changes to where and how planning applications are heard.

The Deputy Clerk reported that no information had yet been received but that she would ask the Clerk to contact South Gloucestershire Council again.

191/18. It was reported that slot left open for Open Doors on 8 September 2018 will be filled by Cllr Pam Shipp.

192/18. Cllr Benj Emmerson reported that “SLOW” had now been marked on Gloucester Road. The Deputy Clerk read out a letter from an interested member of the public who expressed concern with the large “Keep Clear” signage erected next to a concealed entrance and car park near the markings. Cllr Parkinson proposed that the contents of the letter be referred to the next Town Development meeting.

6. **To consider the following matters related to council finance**

(a) **To approve the Accounts for Payment**

193/18. The following accounts now due for payment were proposed by Cllr Matthew Stringer and seconded by Cllr Shirley Holloway for payment to be approved.

**ACCOUNTS PAID OUT OF MEETING**

South Gloucestershire Council	Rates (August) - Town Hall	1260.00
South Gloucestershire Council	Rates (August) – Cemetery	322.00
British Telecom	Telephone Bill	558.31
EDF Energy	Electricity Bill	287.88
EDF Energy	Electricity Bill	70.82
Thomas Silvey Ltd	Gas Oil	504.00
Gap Supplies Ltd	Maintenance Materials	84.17
Thornbury Motors Ltd	Diesel	449.42
Hawkins of Thornbury	Door Chime Kit	67.86
Bowcom	Grass Seed	687.46

**ACCOUNTS NOW DUE FOR PAYMENT – 28<sup>th</sup> August 2018**

**Central Services**

The Consortium	Cleaning Materials	157.35
Corona Energy	Gas Bill (March)	294.86
Corona Energy	Gas Bill (April)	239.16
Corona Energy	Gas Bill (May)	150.49
Corona Energy	Gas Bill (June)	791.79
Corona Energy	Gas Bill (July)	103.07
SUEZ	Waste Disposal	271.73
Pitney Bowes	Franking Charges	107.45
T Hopkins	Repair to Town Council Roof	150.00
MCL House	Photocopying	53.17
Water 2 Business	Water Bill – TH	222.80
ALCA	CiLCA Training	60.00
Cash	Petty Cash	200.00

**Playing Fields & Cemetery**

Tony’s Skip Hire	Disposal of Tyres	120.00
Corona Energy	Gas Bill (March)	126.05
Corona Energy	Gas Bill (April)	108.24
Corona Energy	Gas Bill (May)	86.49
Corona Energy	Gas Bill (June)	70.81
Brass Founders	Brass Plaque	174.22

Brass Founders	Brass Plaque	128.09
Brass Founders	Brass Plaque	126.41
Brass Founders	Brass Plaque	126.41
Veolia	Waste Disposal	273.89
Veolia	Waste Disposal	145.02
Yate Disposables Ltd	Black Sacks	104.22
Greenline Tanks Ltd	Supply & Remove Oil Tank	1788.00
Gaps Supplies Ltd	Maintenance Materials	77.39
Corona Energy	Gas Bill (July)	69.17
Glasdon UK Ltd	Metal Liner	132.33
AED Locator Ltd	Defib Annual Monitoring Charge	378.00
Water 2 Business	Water Bill – MPF	1220.83

#### **Land & Property**

Water 2 Business	Water Bill	119.60
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#### **Grants & Contingencies**

BGSW CRC Ltd	Contribution to Community Payback	72.00
Corona Energy	Gas Bill (March)	88.46
Corona Energy	Gas Bill (April)	82.01
Corona Energy	Gas Bill (May)	71.56
Corona Energy	Gas Bill (June)	62.57
Corona Energy	Gas Bill (July)	62.53
Water 2 Business	Water Bill	358.80

#### **Environment**

Gaps Supplies Ltd	Maintenance Materials	17.09
Thornbury Garden Shop	Hanging Basket Brackets etc	140.58
Glasdon UK Ltd	Rubbish Bins	413.04
Water 2 Business	Water Bill	18.74
Thornbury Heritage Trust	Heritage Trail Guide	45.00

Cllrs Shirley Holloway and Matthew Stringer agreed to authorise on online bank payment to Tony's Skips.

*(Cllr Maggie Tyrell arrived at the meeting.)*

(b) The Financial Statement for July 2018 was tabled and noted.

#### **7. To consider planning and licensing applications as per the attached table**

194/18 Council considered planning and licensing applications and agreed comments for submissions to South Gloucestershire Council as per the attached schedule.

#### **8. To receive notice of planning appeal for PT17/2006/O**

195/18 The appeal information was noted and Chair of Town Development, Cllr Maggie Tyrell will represent Council at the appeal.

#### **9. To receive an update on the Town Clock**

196/18 The Deputy Clerk reported on the progress of repairing the Town Clock. Progress has been made and the landlord of Prezzo, his electrician, the Deputy Clerk and our electrician will meet soon to discuss the installation of an electric supply necessary for the new mechanics

of the clock.

**10. To consider CIL money approve completed CIL report for funds collected in 2016/17**

197/18            The CIL Statement 2016/17 had been circulated, was discussed and unanimously agreed that monies received had been used for play equipment. Cllr Clive Parkinson acknowledged that there needs to be a discussion about future CIL money and asked that the Clerk give a paper to Finance & Policy and that these discussions are started there.

**11. To consider Council's response to the following consultation:**

a) South Gloucestershire Council is holding a consultation on updating its Equalities Plan for 2019 -2022

198/18.        Cllr Maggie Tyrell agreed to pass this issue on to Finance & Policy for a delegated decision.

**12. To receive any correspondence and notices not referred to specific Committees or to be dealt with on grounds of urgency**

None.