

## **THORNBURY TOWN COUNCIL**

**MINUTES** of the Annual Town Meeting held on  
Tuesday 28 May 2019 in the Council Chamber, Town Hall

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**PRESENT:** Cllr Shirley Holloway (Chairman and Mayor)  
Cllr Angela Symonds (Vice Chairman and Deputy Mayor)  
Cllr Christopher Davies  
Cllr Clare Fardell  
Cllr Bob Griffin  
Cllr Helen Harrison  
Cllr Clive Parkinson  
Cllr Guy Rawlinson  
Cllr Pam Shipp  
Cllr Jayne Stansfield  
Cllr Matthew Stringer  
Cllr Martin Trueman  
Cllr Maggie Tyrrell  
Louise Powell (Town Clerk)  
Wendy Sydenham (Deputy Town Clerk)

**APOLOGIES:** Cllr Ashley Bijster, Cllr Benj Emmerson

(The Chairman began by explaining that she was in the chair for this meeting and not the current Mayor, Cllr Angela Symonds. The election process had delayed the date of the annual town meeting and therefore a Chairman and Mayor had already been elected for 2019/2020. However, as the annual town meeting is a report on the 2018/2019 period, it had been felt that the Chairman and Mayor during that period should chair this meeting, and the Chairmen of the Committees during that period should present the Committee reports.)

**OPENING  
REMARKS:** The Chairman and Mayor for 2018/2019, Cllr Shirley Holloway,  
welcomed all present and made the following remarks:-

“It is my pleasure to welcome you here tonight. I hope you will be impressed by the quality and variety of work that was done by the previous Council and what was achieved.

Looking back on the last year, there are many highlights. Members of the Town Council have joined with some highly competent members of the public to produce a Neighbourhood Plan for Thornbury. It is very close to the completion of the draft stage and will go out to the town for consultation very soon.

The Armstrong Hall redevelopment has also reached an important stage. Draft plans have been sent to South Gloucestershire Planning Department

for preliminary agreement and we are looking to appoint a Hall Project Manager who will oversee the work and the all important fundraising.

Thornbury in Bloom have had a very successful year winning gold medals in South West in Bloom and also in the national competition. We wish them all the best in this year's events when they will be competing for awards in the South West, Champion of Champions Competition.

Many new houses have sprung up in Thornbury in the last year and the new families that have come to live here are finding this to be a very welcoming and thriving town. We all know that clubs and societies abound, as well as many organisations that thrive on excellent volunteer support. It is a good place to live.

The Town Council were sad to bid farewell to our Deputy Clerk of nearly 30 years – Sandra Richardson – a few weeks ago. She had been a dedicated and helpful member of staff and we wish her well in her retirement. Wendy Sydenham has been appointed to take on the role of Deputy Clerk and her position will be taken by Hannah Cornford. We wish them well in their new roles.

My thanks go to all the Council staff under the leadership of Louise Powell. They work tirelessly for the Council and are exceedingly flexible in their work, particularly as this year there have been several unavoidable staff absences.

Finally, I would like to give my thanks to all the Councillors. You give such wonderful service to our town and have been a great support to me at all times. My thanks to you all.”

**MINUTES OF  
THE LAST  
ANNUAL TOWN  
MEETING:**

The Minutes of the Annual Town Meeting of 24 April 2018 were read by the Chairman, approved by those present and signed by the Chairman as a true and accurate record.

**MATTERS  
ARISING:**

There were no matters arising from the Minutes of the previous meeting.

**COMMITTEE  
REPORTS:**

The Chairman called in turn on Committee Chairmen to present their reports.

**TOWN  
DEVELOPMENT  
COMMITTEE:**

The report of the Town Development Committee was presented by its Chairman, Cllr Maggie Tyrrell. She concluded her report by thanking the dedicated and very competent members of the public who had led the Neighbourhood Plan process, Council staff who have supported the Committee's work during a very busy year, in particular Louise Powell, the Town Clerk, and also thanked all members of the Committee including Adrian Savery, representing the Chamber of Commerce, for the time he has given.

The report is appended hereto (Appendix A).

**ENVIRONMENT  
COMMITTEE:**

The report of the Environment Committee was presented by its Chairman, Cllr Matthew Stringer. He concluded his report by thanking the numerous volunteer groups in the town, many of whom provide reports to the Committee. He also thanked Council staff who support the Committee's work, in particular Sandra Richardson, now-retired Deputy Town Clerk and Clerk to the Committee, and welcomed Wendy Sydenham, newly appointed Deputy Clerk and Clerk to the Committee, and thanked his fellow Committee members and Vice Chairman.

The report is appended hereto (Appendix B).

**PLAYING FIELDS  
AND CEMETERY  
COMMITTEE:**

The report of the Playing Fields and Cemetery Committee was presented by its Chairman, Cllr Clive Parkinson. He concluded his report by thanking the outside staff, in particular Chris Davey and Paul Le Riche, for their dedication and hard work and reported how proud he felt of their efforts when he received very positive comments from residents and visitors to the town. He thanked the Clerk and Council staff for pushing forward various projects throughout the year. He took the opportunity to highlight that he had chaired the Committee for eight of the last twelve years during which a significant number of changes, improvements and projects had taken place and was honoured to have been part of the process. He thanked members of all previous Playing Fields and Cemetery Committees, including Mr Jack Hainsworth who has represented St Mary's Church, and wished the new Chairman (Cllr Helen Harrison) well.

The report is appended hereto (Appendix C).

A member of public addressed the meeting and thanked Cllr Clive Parkinson and the Playing Fields and Cemetery Committee for the excellent play equipment in the Mundy Playing Fields which she felt was a big improvement and a job very well done. Cllr Helen Harrison asked for it to be noted that it was felt within the local running community that the Thornbury Park Run was one of the friendliest courses to take part in, due to the outdoor staff who help with the event each week.

**FINANCE AND  
POLICY  
COMMITTEE:**

The report of the Finance and Policy Committee was presented by its Chairman, Cllr Angela Symonds. She concluded her report by thanking the Council staff and her fellow Committee members for all their work and support during the year.

The report is appended hereto (Appendix D).

**STAFFING  
COMMITTEE:**

The report of the Staffing Committee was presented by its Chairman, Cllr Guy Rawlinson. He concluded his report by thanking all Council staff for their hard work and commitment, and his fellow Committee members.

The report is appended hereto (Appendix E).

It was agreed that the Clerk would circulate copies of the new Staff Handbook to Councillors for their information.

**ANY MATTERS  
RAISED BY  
ELECTORS:**

A member of the public addressed the meeting and, on behalf of the town, thanked Councillors for their hard work during 2018/2019, especially Cllr Shirley Holloway in the role of Chairman and Mayor, and reported that local residents loved to see her at various events in the town.

**CLOSURE:**

The Chairman declared the meeting closed.