

THORNBURY TOWN COUNCIL

Minutes of the Town Council Meeting held on Tuesday 5th November 2019 in the Council Chamber

Present: Cllrs Angela Symonds (Chairman and Mayor)
Jayne Stansfield (Vice Chairman and Deputy Mayor)
Chris Davies
Benj Emmerson
Clare Fardell
Helen Harrison
Clive Parkinson
Guy Rawlinson
Pam Shipp
Bob Griffin
Maggie Tyrrell
Shirley Holloway

Louise Powell (Town Clerk)
Hannah Cornford (Minutes)

(Cllr Ashley Bijster – absent)
(Cllr Martin Trueman – absent)

1. To receive any apologies for absence

Cllr Matt Stringer (work commitment)
Cllr Eva Fielding (indisposed)

2. To receive any members' declarations of interest

301/19 None declared

3. To receive any Chairman's announcements

302/19 Cllr Symonds reported she had been invited to attend TMTG's performance of Barnum which had been hugely enjoyable and one their best performances so far. She had also attended the CATS launch event on Saturday which had been well attended and interesting.

303/19 Grace Care Centre had recently held a "Grace British Bake Off" competition which Cllr Symonds had been invited to judge. Photos from the event were shown on the projector and it was illustrated that the baking was of a high standard. Prize winners were shown, and it had clearly been an enjoyable event.

4. To receive any representations from the public

304/19 Donald Knaack, known as 'The Junkman', introduced himself to the council as a classically trained percussionist and composer who had recently moved to Thornbury. He aspires to launch regular sessions for all ages to learn about

environmental issues through music. He uses recycled and discarded materials to build instruments and currently runs workshops for children. He played video clips showing his work and news coverage of his previous events. He asked Council to help support his initiative and invited Councillors to attend a workshop for them to see in more detail what he does. This was positively received by Council and it was agreed that the Clerk would communicate with him to arrange a time and place.

5. **To consider and approve the minutes of the Meeting of Thornbury Town Council on 01.10.19 and the minutes of the Town Council (estimates) on 17.10.19 and any matters arising from them**

305/19 The minutes were agreed as a true record of the meetings and signed by the Chairman. Cllr Emmerson confirmed that the finance subcommittee had now met.

6. **To receive reports from the following Committees and any matters arising from them**

(a) Environment Committee on 08.10.19

306/19 The report was presented by Cllr Rawlinson who highlighted planting, the community toilet scheme and the composting site. Cllr Parkinson requested that the Clerk write to South Gloucestershire Council to state that Council wish the site to stay where it is. He also wanted Councillors to think about encouraging the public to take ownership of the new trees to be planted to ensure their future success. Cllr Rawlinson proposed the report for adoption, which was seconded by Cllr Fardell with all in favour.

(b) Playing Fields & Cemetery Committee on 08.10.19

307/19 Cllr Parkinson presented the report, expressing Committee's surprise that the football club had submitted a planning application that wasn't in accordance with the requirements they had been given. The Clerk and some Councillors had since spoken with the Football Club, re-iterating their position. The Club were considering how to proceed.

308/19 The work at Osprey Park was due to start the following week and should be ready for Christmas. Cllr Parkinson proposed the report be adopted, seconded by Cllr Stansfield and all were in favour.

(c) Town Development Committee on 22.10.19

309/19 The report was presented by Cllr Tyrrell who explained they'd had a visit from the developers of Buckover Garden Village, following the rejection of the Joint Spatial Plan. An engineer from South Glos Council had also been in attendance with plans to show the Committee. Cllr Tyrrell reported it was good to be able to speak with him directly and have input on the issues he spoke on. The report was proposed for adoption by Cllr Tyrrell, seconded by Cllr Fardell and all were in favour.

(d) Finance & Policy Committee on 24.10.19

310/19 Cllr Stansfield presented the report, which included a very interesting visit from the police and an account of a recent drugs bust. They had also had a report from

Krunch on the service level agreement with the Council, young people had attended, and it was great to hear how they were being supported. The Committee would be looking at writing a Climate Change Policy. She proposed the report for adoption, with Cllr Emmerson seconding and all in favour.

(e) Staffing Committee on 24.10.19

311/19 The Staffing Committee Report was presented by Cllr Rawlinson. It had been agreed that agencies could be used to help recruit and this had meant the successful appointment to a vacant position. He had received feedback from each committee chair in preparation for the Clerk's appraisal next week. Cllr Rawlinson proposed the report for adoption, seconded by Cllr Holloway and all were in favour.

7. To consider the following matters related to Council finance

(a) To approve the Accounts for Payment

312/19 Cllr Emmerson wanted to clarify that the license paid for was for staff radios. Cllr Rawlinson queried which mower had needed repair and was informed it was the new one. Cllr Parkinson checked that the rates paid were 1/10th of the annual bill. The accounts were proposed for payment by Cllr Rawlinson, seconded by Cllr Parkinson and unanimously agreed.

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ACCOUNTS PAID OUT OF MEETING

South Gos Council	Rates (Oct) – Town Hall	1289.00
South Gos Council	Rates (Oct) – Cemetery	329.00
EDF Energy Ltd	Electricity – Cemetery	16.62
EDF Energy Ltd	Electricity – Pavilion	133.39
EDF Energy Ltd	Electricity – Town Hall	345.90
Clutton Cox Ltd	Revision of Leases	600.00
Sage UK	Accounts Support (Oct DD)	180.00
Sage UK	Accounts Support (Nov DD)	180.00

ACCOUNTS NOW DUE FOR PAYMENT – 5TH NOVEMBER 2019

Central Services

Cash	Petty Cash	200.00
EDF Energy	Electricity Bill	481.70
Consortium	Magnetic White Board	29.99
Consortium	Magnetic White Board A3	32.79
Acorn	Recruitment Fees	2706.48
ALCA	LCA 1 Course	80.00
MCL	Photocopier Charges	149.71
EDF	Electricity Bill	100.83
MSP Group Ltd	IT Support	294.00
Nina Flint	Accounts Assistance	1133.00
British Telecom (split)	Phone Bill	566.58

Ofcom Radio Licence	Business Radio Annual Licence	150.00
<u>Playing Fields & Cemetery</u>		
EDF Energy	Electricity Bill – Cemetery	22.98
MOLE Country Stores	Chainsaw Parts	23.18
Biffa Waste Services	Waste Disposal	74.78
Biffa Waste Services	Waste Disposal	340.37
T H White	PRY Bar	72.95
Alexandra	Work Wear	34.02
KSS CRC Ltd	Community Placements	72.00
British Telecom (split)	Phone Bill	53.79
Thorn Tyre Services	Tractor Repair	24.00
Matrix BES Ltd	Faulty Bulkhead Light	117.60
TH White	Repairs To Rotary Mower	279.66
<u>Land & Property</u>		
Hawkins Of Thornbury	Repair Materials	90.19
<u>Environment</u>		
Thornbury Motors	Fuel	38.28
<u>Grants & Contingencies</u>		
xxx	xxx	xx.xx

(b) To receive the financial report for month 7 (October) and an update on accounting matters

313/19 The Clerk reported that there was nothing unexpected in the report, although there was a matter that had been brought to her attention that would require future spend. Two of the external walls in the Council Chamber were suffering with damp, which had been discovered after one of the picture frames had fallen off and smashed. Staff had inspected the condition of the wall and felt it went beyond what they could do, requiring significant work including scaffolding, replastering and redecorating. It was queried whether the work could wait until the next financial year and the Clerk responded that it was likely; the water had been getting in over a long period rather than being a recent leak. The report was proposed for adoption by Cllr Parkinson, seconded by Cllr Rawlinson and unanimously agreed.

8. **To consider planning and licensing applications**

314/19 Council considered planning and licensing applications and agreed comments for submission to South Gloucestershire Council as per the attached schedule.

9. **To consider a request from the Rural Services Network**

315/19 Cllr Parkinson observed that the scheme looked like a relaunch of the Market Town Association which had been an interesting organisation. The annual subscription cost was £150, payable in the next financial year and with no obligation to commit to more than one year. Cllr Tyrrell proposed to go ahead and join, seconded by Cllr Rawlinson and unanimously agreed.

10. **To consider a letter regarding VE Day**

316/19 Cllr Fardell felt that these would be well supported, popular events. It was queried whether all organisations had signed up to support this particular organiser, or whether they would all be doing their own thing. It was agreed that Council should in principle support VE Day events, but that interested local parties including the Churches and Royal British Legion would be contacted to see what they would like to happen on the day.

11. **To consider any matters on the grounds of urgency**

317/19 Cllr Emmerson suggested that the upcoming Finance & Policy and Staffing Meetings on 12.12.19 may not be quorate, due to Councillor's commitments with the general election. It was suggested that the Clerk would circulate a new date of 19.12.19 and see if this date would be possible.

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PLANNING APPLICATIONS to be considered on 05.11.19

DATE	REF NO	LOCATION	PROPOSAL	COMMENT	PLANNING DECISION
29.10.19	P19/15651/RVC	The Chalet Thornbury Hill Alveston Bristol South Gloucestershire	Variation of condition 2 attached to planning permission P19/1925/F amended by application P19/12577/NMA to substitute plans 04, 05, 06, 07, and 08 to facilitate an extension to the proposed terrace. Erection of single storey side extension and alterations to roofline to facilitate conversion of outbuilding to form 1 No. dwelling with associated works.	Object: inappropriate development in location which is a green belt area. Council is concerned about extra traffic and difficult access.	
<u>APPLICATIONS RECEIVED AFTER PAPERS SENT OUT</u>					
01.11.19	LA03	Thornbury Tennis Club, Mundy Playing Fields, Thornbury, Bristol BS35	New premises licence under the Licensing Act 2003	No objection	