

**THORNBURY TOWN COUNCIL**

**Minutes of the Town Council Meeting (Grants)  
held on Thursday 5 December 2019 in the Council Chamber**

Present: Cllrs Angela Symonds (Chairman and Mayor)  
Jayne Stansfield (Vice Chairman and Deputy Mayor)

Chris Davies  
Clare Fardell  
Bob Griffin  
Helen Harrison  
Shirley Holloway  
Clive Parkinson  
Guy Rawlinson  
Pam Shipp  
Matthew Stringer  
Maggie Tyrrell

Louise Powell (Town Clerk)

(Cllr Ashley Bijster- absent)  
(Cllr Eva Fielding- absent)  
(Cllr Martin Trueman – absent)

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

Cllr Benj Emmerson (another commitment)

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

318/19. Cllr Clare Fardell declared an interest in matters relating to Thornbury Volunteer Link  
and the Over 60's Tea Room. Cllr Benj Emmerson declared an interest in matters relating to  
Stringer Jigsaw Thornbury and Thornbury Christmas Lights Association. Cllr Matt  
Stringer declared an interest in Thornbury Tennis Club  
(*Cllr Helen Harrison on her arrival, declared an interest in Jigsaw Thornbury, Phase  
and Thornbury Welcomes.*)

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

319/19. The Chairman reported on a number of recent events that she had attended and enjoyed  
as Mayor. These included the Remembrance Day parade, unveiling of artwork, a lunch  
to meet the candidates for the new Vicar for St Mary's Church, the Christmas lights  
switch on and a Christmas meal for Volunteers. She expressed her gratitude to the groups  
and the efforts that went in to organising all these events.

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

320.19. There were representatives present from some of the organisations that had submitted  
grant applications to Council. They were welcomed to the meeting and invited to  
address Council at the point at which their application was being considered.

(*Cllrs Helen Harrison and Maggie Tyrrell arrived*)

5. **To consider and approve the minutes of the meeting of Thornbury Town Council on 5 November  
2019 and any matters arising from them**

321/19. The minutes of the meeting of Thornbury Town Council held on 5 November 2019 had been circulated and were approved as a true record and signed by the Chairman. Cllr Parkinson asked if we had managed to get quotes yet for the works to the Town Hall.

The Clerk reported that unfortunately we were struggling so had not yet managed this. Cllr Stringer asked if we had written to South Glos Council about the Composting site. The Clerk reported that she had written twice, once about the woods and the other specifically about the Composting site. We had received a response about the site from the Cabinet member to say they would be considering the site again in the new year after the election.

6. **To consider and approve small grant applications for 2019/20**

322/19. Small grant applications for 2019/20 were considered in detail by Council. Grants were approved for payment as follows: -

<i>Name of Organisation</i>	<i>Amount Awarded</i>
Northavon Youth Theatre Company	£400.00
Recycled Teenagers (Tuesday Lunch Club)	£250.00
Thornbury Duke of Edinburgh Award Centre	£400.00
Thornbury Chamber of Commerce	£600.00
Thornbury Welcomes	£520.00
Thornbury Rugby Club	£890.00
Thornbury Pickleball Club	£520.00
Four Towns and Vale Link Community Transport	£1000.00
Thornbury Lipreaders	£500.00
Thornbury Sea Cadets	£500.00
Thornbury Christmas Lights Association	£420.00
<b>Total</b>	<b>£6,000.00</b>

323/19. It was agreed that if groups were not able to proceed with their plans due to a lack of funding from other sources, then they should be asked to notify Council so that the allocation could be reconsidered. It was noted that all recipients should have sent in the correct paperwork before receiving the grant.

7. **To consider and approve revenue grant applications for 2020/21**

324/19. Revenue grant applications for 2020/21 were considered in detail by Council. The following grants were given provisional approval for payment in 2020/21, dependent on budget setting to be approved by Council in January 2020: -

<i>Name of Organisation</i>	<i>Amount Awarded</i>
Thornbury and District Heritage Trust	£3,450.00
Thornbury and District Volunteer Link	£3,340.00
Jigsaw Thornbury	£3,120.00
Thornbury Arts Festival Trust	£1,250.00
Thornbury in Bloom	£1,500.00
Thornbury and District Community Association	£4,100.00
Over 60's Tea Room	£4,640.00
Citizens Advice South Gloucestershire	£6,348.00
Thornbury Carnival CIC	£1,000.00
Phase	£3,360.00
Thornbury Community Composting	£1000.00
<b>Total</b>	<b>£33,108.00</b>

325/19. It was noted that this year Volunteer Link were being asked to contribute to rent costs. The Clerk was asked to write in their letter that, should they run into any difficulties with funding during the year, the Council would welcome early discussions with them to see if they can offer any support.

8. **To consider the following general matters related to Council finance**

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

326/19. The following accounts now due for payment were proposed by Cllr Matt Stringer, seconded by Cllr Guy Rawlinson, and unanimously agreed for payment to be approved: -

**ACCOUNTS PAID OUT OF MEETING**

South Glos Council	Rates (Nov) – Town Hall	1289.00
South Glos Council	Rates (Nov) – Cemetery	329.00
Cllr M Stringer	Tea/Cakes for Remembrance Parade	24.45
*Amazon UK	Rug Doctor Carpet Cleaner	290.07
*Amazon UK	Catering Urn	77.99
*Screwfix	Wireless Smoke Alarm	209.93

**ACCOUNTS NOW DUE FOR PAYMENT**

**Central Services**

Consortium	Stationery	2.99
Consortium	Stationery	107.51
MCL	Copy Charges	99.66
ALCA	LCA Course for 2	80.00
EDF Energy	Electricity Bill – Chapel	62.64
Pitney Bowes	Franking	214.00
Biffa	Dry Mixed Recycling - Town Hall	58.03
Biffa	General Waste Collection – Town Hall	229.32
Horders	Printed Christmas Cards	197.00
Hawkins of Thornbury	Ext Leads + Expansion Bolt	31.61
MSP Group Ltd	IT Services	294.00
Nina Flint	Locum RFO Services	958.40
EDF Energy	Electricity Bill	486.64

**Playing Fields & Cemetery**

Alexandra	Jackets for TB (will be reimbursed)	56.16
Almondsbury Garden Centre	Wallflowers	399.60
Raycox Turf Ltd	Rolawn Medallion	14.64
Bowcom	Grass Seed	318.00
Brass Founders	Brass Plaque	175.90
Brass Founders	Brass Plaque	128.09
EDF Energy	MPF Electricity	13.51
Biffa	General Waste Collection MPF	425.46
Biffa	General Waste Collection Cemetery	93.48
Raycox Turf Ltd	Rolawn Grass Seed	18.30
GAP Supplies Ltd	Waxed Bags + Sundries	9.38

**Land & Property**

Corona Energy	Gas Bill	102.10
Clutton Cox	Flat 67a High Street	390.00

**Grants & Contingencies**

**Steamers	Community Toilet Scheme	150.00
**The Swan	Community Toilet Scheme	250.00
**Armstrong hall	Community Toilet Scheme	250.00
**Papilio	Community Toilet Scheme	250.00
**The Malt House	Community Toilet Scheme	150.00

### Environment

Thornbury Motors	Fuel	39.58
Thornbury Motors	Fuel	39.57
T & J Owen	Planting	534.60
Travis Perkins	Cement and Ballast	26.17
Thornbury Motors	Fuel	23.37
Thornbury Motors	Fuel	37.74
Thornbury Motors	Fuel	41.01
Thornbury Motors	Fuel	81.00
South Glos Council	Dog Bins, Grass Cutting etc	9592.67

- (b) To consider a draft council budget for 2020/21  
(c) To consider the current and future CIL programme

327/19. The Clerk circulated the latest draft of the budget for 2020/21. There were a number of amendments still to be made and further information to be provided, and therefore it was agreed that a working group meeting would be called to address these points ahead of the next Finance and Policy Committee and well in advance of the Council meeting on 7 January 2020. It was also noted that the CIL programme would also be considered by the working group and at the Finance and Policy Committee meeting on 19 December 2019.

*(Cllrs Harrison and Griffin left the meeting)*

9. **To consider Council's response to revisions to application P19/13853/F Mundy Playing Fields Pavilion**

328/19. Council considered the revised design. They welcomed a pitched roof but remain concerned about the loss of light and impact on residential amenities. They are not sure why the internal columns are unacceptable as suggested by the architect.

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

329/19 The Clerk reported that due to severe staff shortages on the green out-sites team the Clerk had agreed with the Chair of Playing Fields a price to pay for an external gravedigger to dig two graves. Council approved this course of action and requested we consider these costs in any revisions of fees and charges.

11. **To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

330/19 *It was resolved under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

331/19 The Clerk presented quotes for a new phone system for the Town Hall and Armstrong Hall. The savings with the new service will be considerable. It was agreed to go with the lowest quote.

332/19

The Clerk presented a number of issues in relation to leases. These were considered and it was decided that the Clerk would request further information in relation to one matter and wait for further designs in another matter.