

**THORNBURY**  
**TOWN COUNCIL**

**Minutes of the Town Council Meeting**  
**held on Tuesday 10<sup>th</sup> January 2017 in the Council Chamber**

**Present:** Cllr: Helen Harrison (Chairman and Town Mayor)

Cllrs: Bob Griffin  
Lesley Tuck  
Vincent Costello  
Maggie Tyrrell  
Pam Shipp  
Clare Fardell  
Shirley Holloway  
Gail Whitehead  
Clive Parkinson  
Angela Symonds  
Matthew Stringer  
Benj Emmerson  
Martin Trueman

Clare Nelmes (Town Clerk)  
Sandra Richardson (Deputy Clerk)  
Mary Sealey (Administrator)

**Apologies:** Cllrs: Guy Rawlinson (Out of Thornbury)

**MEMBERS'**  
**DECLARATIONS**  
**OF INTEREST**

None.

**CHAIRMAN'S**  
**REMARKS**

1/17. Cllr Helen Harrison gave details of the following forthcoming events:-

- (a) All members and staff are invited to an afternoon reception to be held in the Cossham Hall to celebrate the achievements of Thornbury in the 2016 Britain in Bloom competition and launch the 2017 campaign. This will take place on Friday 20<sup>th</sup> January at 3.00pm.
- (b) Cllr Helen Harrison reminded members of the Youth Award, details of which are on the Town Council website and is open for nominations until 31<sup>st</sup> March 2017.
- (c) There will be a meeting of the Town Centre Partnership on 18<sup>th</sup> January at 2.00 pm in the Council Chamber and all Councillors are welcome to attend.

Cllr Helen Harrison concluded by thanking her deputy, Cllr Bob Griffin for attending a number of Mayoral engagements in her absence before Christmas.

**PUBLIC**  
**PARTICIPATION**

None.

**PRESENTATION**  
**FROM THE**  
**CARNIVAL**  
**COMMITTEE**

Mr David Goldring presented a painting to Council of the Thornbury Locomotive commissioned by the Carnival Committee. Mr. Goldring explained that the locomotive never came to Thornbury as it was a main line engine and not a branch line. However, when it undergoes restoration he would like to see if it could call at Thornbury en-route. The Chairman thanked Mr. Goldring for the kind donation.

**CO-OPTION OF  
COUNCILLOR  
FOR NORTH EAST  
WARD**

2/17. Three applications had been received for the councillor vacancy in North East Ward and details of the applicants had been circulated to members. The three applicants, Jayne Stansfield, Martin Brooks and Iain Hamilton each gave a short presentation on why they would like to stand for Council.

3/17. It was proposed by the Chairman that a paper ballot be used to select a Councillor. The Clerk distributed voting slips to each of the Councillors, Jayne Stansfield was elected by a clear majority and signed the declaration of acceptance of office and joined members at the table. The Chairman thanked the other two candidates for their interest and suggested they may like to stand at the next election.

**MINUTES OF  
COUNCIL  
MEETING**

4/17. The minutes of the Town Council meeting held on 15<sup>th</sup> November 2016 were proposed as a correct record by Cllr Matthew Stringer, seconded by Cllr Shirley Holloway and signed by the Chairman.

**MATTERS  
ARISING**

None.

**MINUTES OF  
COUNCIL GRANTS  
MEETING**

5/17. The minutes of the Town Council Grants meeting held on 8<sup>th</sup> December 2016 were proposed as a correct record by Cllr Matthew Stringer, seconded by Cllr Pam Shipp and signed by the Chairman.

**MATTERS  
ARISING**

None.

**COMMITTEE  
REPORTS**

(a) **Playing Fields & Cemetery Committee**

6/17. The report of the Playing Fields & Cemetery Committee meeting held on 24<sup>th</sup> November 2016 was presented by the Chairman, Cllr Clive Parkinson.

**Matters Arising:-**

(i) **Event Licensing at Mundy Playing Fields**

7/17. Cllr Clive Parkinson reported that the Clerk had a meeting earlier in the day with representatives of the Carnival and South Gloucestershire Council officers and a solution has been agreed that would mean the carnival committee applying to close the PROW across the Mundy Playing Fields on the day of the Carnival.

8/17. It was proposed by Cllr Clive Parkinson, seconded by Cllr Bob Griffin and unanimously agreed that the report is adopted.

(b) **Environment Committee**

9/17. The report of the Environment Committee meeting held on 29<sup>th</sup> November 2016 was presented by the Chairman, Cllr Matthew Stringer.

10/17. It was proposed by Cllr Matthew Stringer, seconded by Cllr Benj Emmerson and unanimously agreed that the report is adopted.

(c) **Town Development Committee**

11/17. The report of the Special Town Development Committee meeting held on 24<sup>th</sup> November 2016 to consider revisions to planning application No. PT16/3565/O Cleve Park, land at junction of Morton Way and Grovesend Road was presented by the Chairman Cllr Maggie Tyrrell.

Matters Arising:

(i) Cleve Park – Car Parking Survey

12/17. Cllr Clive Parkinson commented that concern had been raised at the meeting on the accuracy, interpretation and presentation of the data within the parking survey which had been undertaken in August and when Cllr Parkinson carried out his own survey in November the car parks had been 99% full and stressed that South Gloucestershire Council must be requested to resurvey.

13/17. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Clare Fardell and unanimously agreed that the report of 24<sup>th</sup> November 2016 is adopted.

14/17. The report of the Town Development Committee meeting held on 6<sup>th</sup> December 2016 was presented by Cllr Maggie Tyrrell.

Matters Arising:

(i) Joint Spatial Plan

15/17. Cllr Clive Parkinson commented that we now know that the Buckover Garden Village proposal has not been included in the first list announced by the Government to be supported. However, as South Gloucestershire Council are still in support, it was proposed by Cllr Clive Parkinson that the Clerk is asked to write to South Gloucestershire Council asking them to reverse their decision to support the Buckover Garden Village in line with the views of Town Council and that of TRAPP'D (Thornbury Residents Against Poorly Planned Development), this was seconded by Cllr Maggie Tyrrell and unanimously agreed.

16/17. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Clare Fardell and unanimously agreed that the report of 6<sup>th</sup> December 2016 is adopted.

(d) Finance and Policy Committee

17/17. The report of the Finance and Policy Committee meeting held on 15<sup>th</sup> December 2016 was presented by the Chairman Cllr Bob Griffin.

Matters Arising:

18/17. Cllr Clive Parkinson pointed out that members are concerned that the 20 MPH speed limits in the town are not being enforced by the Police and asked the Clerk to write to South Gloucestershire Council requesting their enforcement.

19/17. It was proposed by Cllr Bob Griffin, seconded by Cllr Matthew Stringer and unanimously agreed that the report is adopted.

(e) Staffing Committee

20/17. The report of the Staffing Committee meeting held on 5<sup>th</sup> January 2017 was presented by the Vice Chairman, Cllr Matthew Stringer.

21/17. It was proposed by Cllr Matthew Stringer, seconded by Cllr Maggie Tyrrell and unanimously agreed that the report is adopted.

**FINANCIAL  
MATTERS**

(a) Accounts for Payment

22/17. The following accounts now due for payment were proposed by Cllr Clive Parkinson and seconded by Cllr Matthew Stringer for payment to be approved:-

**Central Services**

Petty Cash		100.00
Alexandra Workwear	Workwear – polo shirts	313.92
Big Interactive	Provide & install new PC	680.00
Corona Energy	Gas bill – Town Hall	282.25
Danwood Group Ltd	Paper	55.91
British Telecommunications plc	Telephone bill – Town Hall	400.08
EDF Energy	Electricity bill – Town Hall	507.36
Pitney Bowes Ltd	Reset of Meter	10.80
Siemens Financial Services Ltd	Lease rental for photocopier	369.44

**Playing Fields & Cemetery**

Alexandra Workwear	Workwear – polo shirts & fleece jackets	298.20
Alexandra Workwear	Workwear – fleece jackets	120.30
Alexandra Workwear	Workwear – parka jackets	173.10
Alexandra Workwear	Baseball caps	70.80
Brass Founders	Brass plaque	122.98
Corona Energy	Gas Bill	165.46
Countrywide Farmers plc	Sand	576.00
British Telecommunications plc	Telephone bill – PFC	44.73
EDF Energy	Electricity Bill – PFC	144.07
EDF Energy	Electricity Bill – Cemetery	23.08
Raycox Turf Ltd	Turf	11.95
Screwfix (Clare Nelmes)	Angle Grinder	99.99
Thornbury Tyre Services	Tractor tyre repair	36.00
Thornbury Motors Ltd	Petrol	404.12

**Environment**

Alexandra Workwear	Baseball caps	70.80
South Gloucestershire Council	Localism charge – Oct, Nov & Dec 2016	10172.45

**Grants & Contingencies**

Thornbury Rugby Club	Grant	1000.00
Thornbury Musical Theatre Group	Grant	500.00
Northavon Theatre Group	Grant	339.94
Jigsaw	Grant	500.00
Rainbow Teddies	Grant	399.92
The Alzheimer's Society	Grant	100.00
Thornbury & District Heritage Trust	Grant	500.00
Sustainable Thornbury	Grant	499.00
Corona Energy	Gas Bill – Museum	87.34
The Chantry	Hire charge for Remembrance Reception	65.80

(b) Purchase of Council's Leased Vehicle

23/17. A quotation for the purchase of the truck currently on lease had been circulated to members and the cost agreed to be shared between the Playing Fields & Cemetery Committee and Environment Committee. It was proposed by Cllr Clive Parkinson, seconded by Cllr Matthew Stringer and unanimously agreed that the Clerk is authorised to proceed with the purchase.

(c) Quotations for External Repairs and Redecoration of the Town Hall

24/17. The Clerk informed members that she has received the following quotations for the complete redecoration of the Town Hall:-

£30,822 + VAT

£29,988 + VAT

£22,698 + VAT (this does not include a price for repair works at high level if required)

This information was noted for the budget setting process.

**GRANT  
APPLICATIONS**

25/17. At the Council Grants Meeting held on 8<sup>th</sup> December 2016 the Clerk had been asked to request further information on four grant applications. The additional information had been circulated to members and grants were agreed as follows:-

*(Cllr Helen Harrison declared a disclosable pecuniary interest as a trustee of Jigsaw Thornbury and left the room for this item)*

Thornbury Community Association	£3,950.00
South Gloucestershire Citizens Advice Bureau*	£5,850.00
Jigsaw Thornbury**	£3,120.00
Thornbury Area Youth Music	£1,260.00

\* It was agreed to grant aid the rent for CAB plus £2,000 (included in the figure above) and suggest the Bureau approaches other organisations for financial support as Council is not able to meet their requested sum.

\*\* It was agreed to grant aid the rent for the Bakery Annexe to be used as a toy library for Jigsaw and postpone a decision on grant aiding their activities until the outcome of applications to other organisations the group has made are known.

**BUDGET  
SETTING**

26/17. The Clerk reported that Graham Smith the RFO is on holiday at the moment but as soon as he returns to the office he will check the amended budgets and circulate in readiness for approval at a special meeting of Council to be held on Thursday 26<sup>th</sup> January 2017 to set the precept for 2017/18.

**POWER  
STATION  
DESIGNS**

27/17. The Clerk informed members that an invitation has been received to a briefing by the Environment Agency on the Generic Design Assessment (GDA) of Hitachi-GE's UK Advanced Boiling Water Reactor. There is a stakeholder event on 7<sup>th</sup> February and a drop in session on 8<sup>th</sup> February at Turnberries.

**PLANNING**  
**APPLICATIONS**

28/17. Council considered the following planning applications and agreed the following comments for submission to South Gloucestershire Council:-

[PT16/6548/F](#)

The Chalet, Thornbury Hill. *Demolition of 2 no. storage buildings and erection of 1 no. replacement storage building.*

OBJECT to this application and echo the concerns raised by the landscape Officer

[PT16/6641/F](#)

13 St. David's Road. *Installation of air source heat pump and repositioning of velux window (Retrospective).*

No objection, subject to neighbouring properties amenities not being adversely affected.

[PT16/6636/F](#)

Thornbury Town Football Club, Mundy Playing Fields. *Demolition of existing dugout shelters and erection of replacement dugout shelters, spectator stand and 2m high perimeter fencing. Installation of 6 no. floodlights and associated works.*

The Town Council noted this application and referred to the letter outlining council's position which was submitted with the application

[PT16/6661/F](#)

The Winnocks, Thornbury Hill, Alveston. *Erection of a single storey side and first floor extension to include a roof terrace to form additional living accommodation.*

No objection.

[PT16/6723/F](#)

Rose Cottage, 6 The Slad, Grovesend. *Erection of 1 no. detached dwelling with access and associated works.*

OBJECT on the grounds that it is outside the development boundary and highway access concerns

[PT16/6793/F](#)

Redhill Cottage, Lower Moreton. *Erection of two storey front extension to form additional living accommodation. (Re-submission of PT16/6793/F)*

No objection.

[PT16/6480/TCA](#)

10 Castle Street. *Works to crown reduce 1 no. Ash (T1) by 1.2m, fell 1 no. Ash (T2) and coppice 1 no. Hazel (T3). Trees situated in the Thornbury Conservation Area.*

No objection, subject to approval by the South Gloucestershire Tree Officer.

[PT16/6725/F](#)

The Slad, Grovesend. *Erection of 3 no. detached dwellings and associated works.*

OBJECT on the grounds that it is outside the development boundary and highway access concerns

[PT16/6773/FDI](#)

Land at Post Farm, Butt Lane. *Diversion of footpath OTH/67 and OTH/68.*

No objection.

- [PT16/6846/PDR](#) 8 Lavender Close. *Erection of a single storey rear extension to form additional living accommodation.*
- No objection.
- [PT16/6724/F](#) 8 The Slad. *Erection of 1 no. detached dwelling, access and associated works.*
- OBJECT on the grounds that it is outside the development boundary and highway access concerns
- [PT16/6789/F](#) 23 High Street. *Replacement and repositioning of external ATM and associated works.*
- No objection.
- [PT16/6790/ADV](#) 23 High Street. *Display of 1 no. non- illuminated sign.*
- No objection.
- [PT16/6916/F](#) 10 Tilting Road. *Erection of single storey front and rear extension and alteration to roofline of existing side extension.*
- No objection.
- [PT16/6866/F](#) 23 Millfield. *Erection of a single storey side and rear extension to form garage and additional living accommodation, replacement hip roof over existing flat roof rear extension, and installation of 1 no. rear dormer window to facilitate loft conversion.*
- OBJECT due to poor design and it being out of keeping with surrounding area
- [PT16/6937/F](#) 8 Nightingale Close. *Demolition of existing conservatory. Erection of a two storey front, two storey rear and single storey side and rear extensions to provide additional living accommodation.*
- No objection.

**CORRESPONDENCE  
& MATTERS OF  
URGENCY**

- (a) Safer and Stronger South Gloucestershire Plan – Consultation Document
- This South Gloucestershire Council consultation on the general approach to making South Gloucestershire safer and stronger is open until 25 February 2017.
- (b) ALCA – Consultation on Video Conferencing
- Notification has been received from ALCA of a consultation that proposes to allow joint committees and combined authorities to hold their meetings by video conferencing.
- (c) South Gloucestershire Community Engagement Forum
- Notification has been received that the Community Engagement Forum meeting for the Thornbury, Alveston and Severn Group will be held on Wednesday 8<sup>th</sup> March 7.30 – 9.30 pm in Olveston Parish Hall.

(d) ALCA – Training for Councillors

The Clerk informed members of two training events for Councillors to be held on 21<sup>st</sup> January and 28<sup>th</sup> January 2017.

(e) Parking Issues around Castle Court

A letter has been received from a resident that is concerned about the number of cars parked on the double yellow lines by Castle Court. The Clerk will forward this letter to South Gloucestershire Council for their response.

(f) South Gloucestershire Council – Environmental Protection

The Environmental Protection Officer for South Gloucestershire Council has been in correspondence with Town Council regarding a piece of woodland known as Kington Grove that is within the parish but does not appear to be registered. The Clerk was asked to investigate this matter further.