

THORNBURY TOWN COUNCIL

**Minutes of the Town Council Meeting
held on Tuesday 13 February 2018 in the Council Chamber**

Present: Cllrs Helen Harrison (Chairman and Mayor)
Pam Shipp (Vice Chairman and Deputy Mayor)
Vincent Costello
Benj Emmerson
Clare Fardell
Bob Griffin
Shirley Holloway
Clive Parkinson
Guy Rawlinson
Jayne Stansfield
Matthew Stringer
Angela Symonds
Martin Trueman
Gail Whitehead

Clare Nelmes (Town Clerk)
Wendy Sydenham (Administrator)

(Cllr Lesley Tuck – absent)

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

Louise Powell (out of Thornbury)
Cllr Maggie Tyrrell (indisposed)

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

Cllr Martin Trueman declared an interest in matters relating to Thornbury Football Club as a club member.

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

31/18. The Chairman reported on a recent event at the Baptist Church to thank staff from Castle and Marlwood Schools which had been successful and very enjoyable. The Chairman also gave details on two upcoming events. On 3 March 2018 Syrian refugee families would be visiting Thornbury for the day, including lunch at the Baptist Church. On 6 March 2018 Palestinian fair trade farmers would be visiting Thornbury, including a visit to the Baptist Church.

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

None.

5. **To consider and approve the Minutes of full Council on 09.01.2018 and any matters arising from them**

32/18. The Minutes of the Council meeting held on 09.01.2018 were proposed as a true record by Cllr Matthew Stringer, seconded by Cllr Benj Emmerson and signed by the Chairman.

33/18. The Clerk reported that Thornbury had been successful in obtaining funding for a Wallace and Gromit statue.

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

(a) Environment Committee

34/18. The report of the Environment Committee meeting held on 16 January 2018 was presented by the Committee Chairman, Cllr Matthew Stringer.

35/18. Cllr Matthew Stringer highlighted a number of items in the report. The Fairtrade Fortnight would start on 26 February 2018. Paul Le Riche would be attending a future meeting to discuss Greener Issues. Sally Pattison would be speaking at the Volunteer Evening on 26 February 2018 and a presentation would also be made that evening to Alan Burberry. Cllr Stringer asked that as many Councillors as possible attend. 8 September 2018 had been agreed as the date for Open Doors.

36/18. It was proposed by Cllr Matthew Stringer, seconded by Cllr Guy Rawlinson and unanimously agreed that the report is adopted.

(b) Playing Fields and Cemetery Committee

37/18. The report of the Playing Fields and Cemetery Committee meeting held on 18 January 2018 was presented by the Committee Chairman, Cllr Clive Parkinson.

38/18. Cllr Clive Parkinson highlighted a number of items in the report. With regard to the consultation regarding Oakleaze Green, it had been agreed that the planting of trees and the path would go ahead, but not the petanque court. The Clerk is liaising with South Gloucestershire Council regarding the s106 funds, to see whether the criteria for these funds could be more flexible. With regard to the football facilities at the Mundy Playing Fields, the discovery of a gas main running through the development area has meant that the football club needed to revise its plans and it may prove difficult to make sufficient progress to allow the football club to be promoted. Following the consultation on cricket facilities at the Chantry Field which had been broadly in favour, it had been agreed to move this forward. Cllr Parkinson had met with the Tennis Club and a representative from the LTA to discuss plans to improve the facilities.

39/18. The Clerk provided an update on matters relating to play areas. Quotes were expected by the end of the week for the Mundy Playing Fields play area and these would need to be considered at the next Playing Fields and Cemetery Committee meeting on 22 February 2018. The Clerk asked that members of the Committee come to the Town Hall in advance of the meeting to look at the quotes as these documents were quite large. The contract would shortly be signed for the s106 funds for the Streamleaze play area after which the order could be placed with an eight week lead time for delivery and fitting.

40/18. The Clerk reported that she was in discussion with South Gloucestershire Council as they wanted to reduce the area of land covered by the Vilner Lane lease. The reduced area would still allow the Skatepark Hub to go ahead and it had been confirmed that planning permission was not necessary for this, just owner's consent which would be covered by the lease.

41/18. It was proposed by Cllr Clive Parkinson, seconded by Cllr Jayne Stansfield and unanimously agreed that the report is adopted.

(c) Town Development Committee

42/18. The report of the Town Development Committee meeting held on 23 January 2018 was presented by the Committee Vice Chairman, Cllr Clive Parkinson.

43/18. Cllr Clive Parkinson highlighted a number of items in the report. Members of the public had attended to raise concerns regarding the planning application for the erection of a convenience store on Morton Way/Badger road. Council has objected to the application and included the concerns of the members of public in our objection. The Clerk confirmed that the Bovis development appeal was due to be heard in September with a deadline for comments in March. The Clerk also confirmed that the Neighbourhood Development Plan survey had gone live.

44/18. It was proposed by Cllr Clive Parkinson, seconded by Cllr Shirley Holloway and unanimously agreed that the report is adopted.

(d) Finance and Policy Committee

45/18. The report of the Finance and Policy Committee meeting held on 25 January 2018 was presented by the Committee Chairman, Cllr Pam Shipp.

46/18. The Clerk confirmed she was still in the process of trying to sort out a date for a meeting between South Gloucestershire Council and Prezzo to discuss the town clock.

47/18. It was proposed by Cllr Pam Shipp, seconded by Cllr Matthew Stringer and unanimously agreed that the report is adopted.

(d) Staffing Committee

48/18. The report of the Staffing Committee meeting held on 6 February 2018 was presented by the Committee Chairman, Cllr Matthew Stringer.

49/18. It was proposed by Cllr Matthew Stringer, seconded by Cllr Vincent Costello and unanimously agreed that the report is adopted.

7. To consider the following matters related to Council finance

(a) To approve the Accounts for Payment

50/18. The following accounts now due for payment were proposed by Cllr Helen Harrison and seconded by Cllr Guy Rawlinson for payment to be approved:-

ACCOUNTS NOW DUE FOR PAYMENT

Central Services

EDF Energy	Electricity Bill	350.28
Lemon Gazelle CIC	Neighbourhood Plan Work	1300.00
Clare Nelmes	Health & Safety Law Book	36.00
Louise Powell	Basic Disclosure – Licensee	25.00
SLCC	Annual Membership	258.00
British Telecom	Phone Bill	466.42
Rexel	Lighting	19.20
Siemens	Photocopier Rental	331.20
Consortium	Stationery	139.90

Playing Fields & Cemetery

Abbey Loos	Portable Toilet Hire	110.40
Consortium	Cleaning materials	103.27
Consortium	Cleaning Materials	62.37
EDF Energy	Electricity Bill	18.80
EDF Energy	Electricity Bill	56.97
HAGS	Swingseat	79.20
Advance Grass Solutions	Grass Feed	720.00
Alexandra	Navy Fleece	20.34
British Telecom	Phone Bill	40.24
DVLC	Vehicle Tax	240.00
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Hardtrac Ltd	Vehicle Repairs	1195.49
Clare Nelmes	Screw Fix Order – Tools & Equipment	69.99
Sullivans	x2 Belts	57.48
Thornbury Motors Ltd	Petrol	139.05
Veolia	Waste Collection	145.02
Veolia	Waste Collection	273.89

Environment

GAP Supplies Ltd	Brass Screws Etc	98.93
Mount Pleasant Trees	Trees For Planting	51.84
Hawkins of Thornbury	Flat Repair Washers	27.75

Grants & Contingencies

Turnberries Centre	Room Hire – Youth Area	2750.00
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(b) To consider the financial statement for January 2018

51/18. The financial statement for January 2018 was tabled and noted.

(c) To approve the recommendation of the Staffing Committee to employ Health & Safety support and the appropriate budget

52/18. The Clerk confirmed that the Staffing Committee had discussed quotes provided for professional health and safety advice and support to allow Council to meet its legal requirements, including risk assessments and training. The lowest quote that would meet all of our requirements was for £2075 per year. As the Staffing Committee does not have a spending budget, the Clerk asked for Council's approval to employ the professional support and recommended that reserves be used to meet the costs. Cllr Guy Rawlinson proposed that the recommendation be approved. The proposal was seconded by Cllr Clive Parkinson and unanimously agreed.

8. To consider the following planning and licensing applications

53/18. Council considered the following planning and licensing applications and agreed the following comments for submission to South Gloucestershire Council:-

(a) PT18/0273 Hemsley House, Crossways Lane, Thornbury
Change of use of land from agricultural to equestrian use. Erection of 2 no. buildings to provide stables and hay store. Construction of all weather riding arena. (Amended to previously approved scheme PT17/4268/F – previous comment “no objection”.)

It was agreed that Council wished to look in more detail at the amendments to the previous application before commenting. Shirley Holloway agreed to look into this and report back.

(b) PT17/5202/LB First and Second Floor, 14 High Street, Thornbury
Change of use from first/second floor ancillary office and storage to 3 no. self-contained apartments (Class C3) with associated works, as defined in Town and Country (Use Classes) Order 1987 (as amended). (Revised proposals – previous comment “OBJECT, due to loss of employment premises”.)
Council reiterates its previous comments – OBJECT, due to loss of employment premises.

(c) PT18/0140/PDR 9 Dovedale, Thornbury, BS35 2DU
Demolition of existing garage. Erection of single storey rear extension to form additional living accommodation. Construction of rear access ramp and formation of parking area.
No objection.

(d) PT17/5085/F 48 Ellesmere, Thornbury, BS35 2ES
Conversion of existing garage to include raising roofline for additional living accommodation.
No objection, subject to meeting residential parking standards.

(e) PT18/0482/TCA The Priory, 17 Castle Street, Thornbury
Works to fell 2 no. Leylandii trees (T8 and T9) situated in the Thornbury Conservation Area.
No objection, subject to the Tree Officer’s approval.

(f) PT18/0449/TCA The Malthouse, High Street, Thornbury
Works to fell 1 no. Cherry tree situated in the Thornbury Conservation Area.
No objection, subject to the Tree Officer’s approval.

(g) PT18/0403/TRE Warren Lodge, Kington, Thornbury, BS35 1PG
Works to fell 1 no. Larch tree. Covered by SGTRO 30/08 dated 3rd October 2008.
No objection, subject to the Tree Officer’s approval.

(h) PT18/0454/PNH 4 Park View Avenue, Thornbury, BS35 1DT
The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.2 metres, for which the maximum height would be 3.7 metres, and for which the height of the eaves would be 3.5 metres.
No objection, subject to protection of neighbours’ residential amenities.

(i) PT18/0318/F Orchard View, Lower Morton, Thornbury, BS35 1LD
Conversion of existing buildings to include single and two storey extension to form 1 no. dwelling. Erection of single garage and new vehicular access with associated works.
OBJECT, as application is outside the development boundary.

9. To consider the Council’s response to the following consultations

(a) South Gloucestershire Council – New Local Plan Consultation

54/18. The Clerk briefly outlined this consultation which will take place over the next twelve weeks. South Gloucestershire Council are running three sessions and the Clerk asked Councillors to let her know whether they would like to attend one of the sessions:-

19 February 2018 – Kingswood Civic Centre – 6.00-7.30pm
21 and 22 February 2018 – Badminton Road, Yate – 6.00-7.30pm

The Clerk confirmed that these sessions relate to non-strategic areas for growth, and there will be separate sessions for strategic areas of growth.

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

55/18. The Clerk reported that she had received an email from the Rights of Way Officer regarding an amendment to a footpath diversion. The Footpath Warden, Cllr Guy Rawlinson, confirmed that the amendment was appropriate.

56/18. It was agreed that the Clerk would arrange a workshop with a South Gloucestershire Planning Officer for Councillors.

To resolve under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during consideration of the item of business below as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. This resolution was proposed by Cllr Clive Parkinson, seconded by Cllr Matthew Stringer and unanimously agreed.

57/18. Council received an update from the Clerk on discussion with the relevant parties regarding a request for accommodation at the Town Hall. It was agreed that a sub-committee would be formed to consider the options and would report back to the Finance and Policy Committee in due course.