

THORNBURY TOWN COUNCIL

Minutes of the Town Council Meeting held on Tuesday 13 June 2017 in the Council Chamber

Present: Cllr: Helen Harrison (Chairman and Mayor)

Cllrs: Gail Whitehead (Vice Chairman and Deputy Mayor)
Vincent Costello
Benj Emmerson
Bob Griffin
Shirley Holloway
Guy Rawlinson
Pam Shipp
Jayne Stansfield
Matthew Stringer
Angela Symonds
Martin Trueman
Lesley Tuck
Maggie Tyrrell

Clare Nelmes (Town Clerk)
Graham Smith (Responsible Financial Officer)
Wendy Sydenham (Administrator)

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

Cllr Clive Parkinson (out of Thornbury)

Cllr Clare Fardell (out of Thornbury)

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

Cllr Martin Trueman declared an interest with regard to any matters that may arise regarding Thornbury Football Club.

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

111/17. The Mayor and Chairman gave the following remarks –

The Mayor's Tea Party was very well attended, with excellent entertainment by many youngsters and money raised for the Mayor's chosen charities, Brain Tumour Support and Jigsaw. The Community Jigsaw has now been launched with over 2/3 of pieces signed so far.

The Mayor had an interesting breakfast meeting with people representing a range of services and organisations in Thornbury. From that we have started to develop a database of resource needs and offers for groups across Thornbury, and will be looking to get information from other organisations to make it more of a comprehensive list.

Last week saw the opening of the new Jigsaw base with an amazing transformation of the Bakery Annex with the assistance of many individuals and corporate volunteers. This provides an excellent resource for the organisation, and actually could be useful for other affiliated groups in the community, e.g. parent buddies, which could bring benefit to a wider range of people in the town. It was great to see how provision of the space by Council has led to a really good example of cross-community working and wide-reaching benefits, and I know that all concerned are very grateful to Council for this. An invitation has been sent out for the opportunity to view the base on Thursday next week. It was sent out to all in recognition of the fact that the opening ceremony last week was the day before the election and so some Councillors weren't able to attend.

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

(It was agreed to move agenda item 11(a) forward to allow for representations from the public)

PT17/2006/O Land South of Gloucester Road, Thornbury
Demolition of existing agricultural shed buildings. Residential development of up to 370 dwellings (Use Class C3) a flexible use building (floor space circa 640sqm) falling within Use Class D1, public open space, accesses onto Gloucester Road, and associated infrastructure. (Outline) with access to be determined. All other matters reserved.

112/17. The Chairman welcomed members of the public to the meeting and invited them to comment on the planning application for land South of Gloucester Road.

E Pemberton (resident of Knapp Road)

Compared the application to a recent application for a single residency in a neighbouring parish which was turned down on a number of grounds, all of which are also applicable to this application including outside the settlement boundary, protection of the countryside, increase in use of cars, not within walking distance of town centre, not sustainable.

N Pemberton (resident of Thornbury)

Insufficient local employment, infrastructure only serves new houses, increase in traffic on A38, inadequate public transport, insufficient medical amenities, children will need to be driven to local schools, insufficient school places, other development possibilities would be more suitable.

A Signorelli (resident of Buckover)

Vale of Severn is a special area that needs protecting, difficulties with access for emergency vehicles, questionable what Thornbury would gain, purely financial motivations, increase in cars/traffic.

G Dunkley (resident of Thornbury)

Lack of employment opportunities, current housing meets local requirements, unsustainable, 36 minute walk to High Street with insufficient footpaths, highway safety concerns, the current cohesive community would be threatened, upper Morton will be engulfed, risks of flooding, lack of drainage.

R Hall (resident of Thornbury and member of TRAPP'D)

Unsustainable, unsuitable, traffic/highways concerns, local roads are not suitable for increased traffic, lack of footpaths, traffic increase is underestimated, some roads are not coping with current traffic levels.

C Gardner (resident of Thornbury)

Taking a broader view this development may interfere with plans for Buckover, cumulative impact on Thornbury with other developments, drainage/water concerns including need for a separate pumping station.

K Woosnam (resident of Thornbury)

Inadequate public transport, inadequate parking, inadequate pavements, no local housing need, gas supplies and sewerage inadequate.

113/17. The Chairman thanked the members of the public for their comments. Cllr Maggie Tyrell and other Councillors stated that they were in agreement with the public comments, and also had further concerns including threats to the local ecology, the disproportionate number of "tall" houses (60%), potential noxious substances in the land as the area is on the site of a previous tip. Council agreed that it OBJECTED to the application and that Cllr Maggie Tyrrell would meet with the Clerk to agree on the wording of Council's response to South Gloucestershire Council.

5. **To consider and approve the Minutes of full Council on 02.05.17 and any matters arising from them**

114/17. The Minutes of the Council meeting held on 2 May 2017 were proposed as a correct record by Cllr Helen Harrison, seconded by Cllr Benj Emmerson and signed by the Chairman.

115/17. The Clerk confirmed that the contractors would be finishing the works to the Town Hall in the next week and that this had gone well. No major additional problems had been identified by the contractors.

6. **To receive and approve the Income and Expenditure Accounts 2016/2017**

116/17. The Income and Expenditure Accounts for 2016/17 were presented for approval. These were unanimously agreed and the Chairman countersigned the certification made by the Responsible Financial Officer.

7. **To receive the Internal Auditor's Report for the year ended 31.03.17**

117/17. The Council had previously considered and received the Internal Auditor's Report following the mid-year visit in the Autumn. The Council noted the Internal Auditor's additional comments on the Annual Governance Statement.

8. **To receive the Annual Return, complete the Annual Governance Statement and approve the Statement of Accounts**

118/17. The Annual Governance Statement was considered and it was agreed that assurance could be given that a sound system of internal control was adhered to in the preparation of the accounting statements and was signed by the Chairman, with Cllr Martin Trueman abstaining.

119/17. The Accounting Statements for year ended 31st March 2017 were proposed as a correct record by Cllr Matt Stringer, seconded by Cllr Bob Griffin, approved and signed by the Chairman.

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

(a) **Staffing**

120/17. Cllr Guy Rawlinson provided a verbal update of the Staffing Committee meeting held on 8 May 2017, as the report was not yet available. The outcome of the appraisal process was being looked at including the training opportunities that had been identified, and Cllr Rawlinson thanked the Clerk for carrying out the appraisals.

(b) **Environment Committee**

121/17. The report of the Environment Committee meeting held on 9 May 2017 was presented by the Chairman, Cllr Matthew Stringer.

122/17. Cllr Gail Whitehead emphasised that in order to renew the town's Fairtrade status it must be seen to be making progress in ensuring Fairtrade products are used as widely as possible. The Clerk confirmed that Armstrong Hall uses only Fairtrade products, and refreshments served at meetings at the Town Hall are also Fairtrade.

123/17. Cllr Matthew Stringer encouraged Councillors to participate in the Summer Walkabout on 28 June 2017 at 6.00pm meeting at the Pavilion, especially as this gives an opportunity for outside staff to meet with Councillors.

124/17. It was proposed by Cllr Matthew Stringer, seconded by Cllr Guy Rawlinson and unanimously agreed that the report is adopted.

(c) **Playing Fields and Cemetery Committee**

125/17. The report of the Playing Fields & Cemetery Committee meeting held on 11 May 2017 was presented by the Vice Chairman, Cllr Bob Griffin.

126/17. The Clerk provided an update on the maintenance/improvements to play equipment. Local residents had been consulted over the Streamleaze play area. Consultation about the Mundy Playing Fields play area would begin during the Carnival, including looking at all safety surfaces.

127/17. It was proposed by Cllr Bob Griffin, seconded by Cllr Matt Stringer and unanimously agreed that the report is adopted.

(d) **Town Development Committee**

128/17. The report of the Town Development Committee meeting held on 23 May 2017 was presented by the Chairman, Cllr Maggie Tyrrell.

129/17. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Bob Griffin and unanimously agreed that the report is adopted.

(e) **Finance and Policy Committee**

130/17. The report of the Finance and Policy Committee meeting held on 25 May 2017 was presented by the Chairman, Cllr Gail Whitehead.

131/17. It was proposed by Cllr Gail Whitehead, seconded by Cllr Matt Stringer and unanimously agreed that the report is adopted.

10. **To consider the following matters related to Council finance**

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

132/17. The following accounts now due for payment were proposed by Cllr Matthew Stringer and seconded by Cllr Benj Emmerson for payment to be approved:-

ACCOUNTS PAID OUT OF MEETING

South Gloucestershire Council	Rates (May) – Town Hall	1223.00
South Gloucestershire Council	Rates (May) – Cemetery	301.00

ACCOUNTS NOW DUE FOR PAYMENT

Central Services

Petty Cash		150.00
British Telecommunications plc	Telephone Bill – Town Hall (May)	426.21
British Telecommunications plc	Telephone Bill – Town Hall (June)	429.24
Corona Energy	Gas Bill – Town Hall	392.05
Customcard Ltd	Identify Badges	38.88

EDF Energy	Electricity Bill – Town Hall	285.55
Thornbury Carnival	Fee for stall	45.00

Playing Fields & Cemetery

Aqua Air Hygiene Solutions Ltd	Splash Pad Cleaner	192.00
British Telecommunications plc	Telephone Bill – PFC (May)	42.24
British Telecommunications plc	Telephone Bill – PFC (June)	36.66
Brass Founders	Brass Plaque	126.41
Corona Energy	Gas Bill – Chapel	30.99
Countrywide Stores	Grass Seed	39.99
EDF	Electricity Bill – Cemetery	19.39
EDF	Electricity Bill – MPF	110.06
HAGS Ltd	Play equipment	564.72
Matta Products	Safety matting	1125.60
Sullivans	Belt	13.14
Thornbury Motors Ltd	Petrol	233.80
Mr Jackson	Refunding regarding Cemetery	36.00

Environment

Avon Displays Ltd	Brass plaque for Thornbury in Bloom	306.00
Thornbury Motors Ltd	Petrol	155.86

Grants & Contingencies

EDF	Electricity Bill – Museum	376.31
Corona Energy	Gas Bill – Museum	69.31
Steamers	Community Toilet Scheme (June)	150.00
The Swan	Community Toilet Scheme (June)	250.00
Armstrong Hall	Community Toilet Scheme (June)	250.00
Heritage	Community Toilet Scheme (June)	250.00
The Malt House	Community Toilet Scheme (June)	150.00

(b) **To receive an update on changes to Council’s financial processes and procedures**

133/17. The Clerk reported that the new accounts system was set up and different formats for financial reporting would be discussed at the next Finance and Policy meeting.

11. **To consider the following planning applications**

134/17. Council considered the following planning applications and agreed the following comments for submission to South Gloucestershire Council:-

(PT17/2006/O Land South of Gloucester Road, Thornbury – discussed under item 4 above)

PT17/2194/CLP 2 Meadowside, Thornbury, BS35 2EN
Application for a Certificate of Lawfulness for the proposed erection of a single storey rear extension with 3 no. roof lights and a front porch.
 No objection.

PT17/2048/F Unit 22-27, Cooper Road, Thornbury, BS35 3UP
Sub-division of 1 no. existing industrial unit to form 2 no. industrial units.
 No objection.

PT17/2342/RVC Park Farm, Butt Lane, Thornbury
Variation of condition 11 attached to planning permission PT15/5528/RM (read in conjunction with PT11/1442/O) to substitute approved drawings with those received by the Council on 16 May 2017 to make changes to some of the approved house types.
No objection.

PT17/1989/F The Lodge, Gloucester Road, Grovesend, Thornbury
Erection of single storey side extension to form additional living accommodation.
No objection.

PT17/1975/F & PT17/1976/LB Coach House, High Street, Thornbury
Conversion of existing dwelling to form 2 no. self contained flats to include external alterations to windows and garage doors and internal alterations.
No objection, subject to advice from the Conservation Officer.

PT17/2388/F Hackett House, Hacket Lane, Thornbury
Change of Use of land from agricultural use to mixed use of agricultural, keeping of horses, livery, sale of animal feed and residential amenity use. Creation of riding arena. (Retrospective)
No objection, but council had concerns about the potential increase in traffic generated by the change of use in a narrow lane.

PT17/2166/F Maypole Farm, Morton Street, Thornbury
Erection of first floor extension. Alterations to roofline of existing barn structure to include rear dormers. Erection of a single storey front extension to form additional living accommodation. (Resubmission of PT17/0706/F)
No objection.

PT17/2224/F 5 Knapp Road, Thornbury, BS35 2HE
Erection of single storey rear extension to form additional living accommodation.
No objection.

PT17/0095/F Tytherington Road Nursery, Thornbury, BS35 3TT
Demolition of existing glasshouse, change of use of land to gypsy/traveller site and erection of day room. Siting of additional mobile home and relocation of transit pitches (with two caravans per transit site). (Revised plan)
OBJECT, as the change of use means loss of employment land.

PT17/2201/RVC The Old Fire Station, High Street, Thornbury, BS35 2AQ
Variation of condition no. 6 attached to planning permission PT14/3838/F to replace pile and beam method with raft foundation report.
No comment, as don't have the technical knowledge to comment.

PT17/1815/F 18 Whitebridge Gardens, Thornbury, BS35 2FR
Erection of front porch.
No objection.

12. **To consider arrangements for Council's representation at this year's carnival**

135/17. The Clerk reported that the Council would have a stand at the Carnival consulting on the play areas, the Neighbourhood Development Plan and the Armstrong Hall, and that she would be grateful if Councillors could volunteer to help man the stand and would be emailing round a rota shortly.

13. **To consider the use of Citizens Advice Bureau offices by a mediation company**

136/17. The Clerk reported that the CAB had been approached by a mediation company to use their offices when they were not otherwise being used, and that the proposal was to charge them a commercial rent. The CAB were happy with the proposal. Council confirmed that it would have no objection to this.

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

137/17. The Clerk advised on three South Gloucestershire Council consultations that are taking place – (1) Policy, Sites and Places, (2) Health and Wellbeing and (3) Street Care Survey – and these would be discussed further at the appropriate Committee meetings.

138/17. The Clerk reported that South Gloucestershire Council would be holding a briefing on the new waste management system on Thursday 15 June 2017 at 4.00pm at the Town Hall.