

THORNBURY TOWN COUNCIL

Minutes of the Town Council Meeting
held on Tuesday 9 January 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
Lesley Tuck
Maggie Tyrrell
Gail Whitehead

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

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

None.

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

Cllr Shirley Holloway and Cllr Clive Parkinson declared an interest in the Thornbury Castle Neighbourhood Watch as they are resident in the area. Cllr Martin Trueman declared an interest in matters relating to Thornbury Football Club as a club member.

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

1/18. The Chairman wished the Council a Happy New Year. She confirmed that Sue Horsfall had retired just before Christmas and it was agreed that Council would like to thank her for all she had done for the Council and for Thornbury and wish her a long and happy retirement. The Chairman reported that two new members of staff had started work at the Town Hall -

- Belinda Morley, Administrator (Thursday and Friday) - replacing Sue Horsfall and would job share with Lesley Prout.
- Louise Powell, Town Clerk - replacing Clare Nelmes following a handover period. Louise was present, and the Chairman welcomed her to the meeting.

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

2/18. The Chairman welcomed Mr Charles Eardley-Wilmot to the meeting. Mr Eardley-Wilmot raised concerns regarding a dangerous stretch of road on Morton Way from Osprey Park. These concerns were noted by Council. Mr Eardley-Wilmot also asked whether there

was any more information on the Town Meeting to discuss the options for redevelopment of community facilities in Thornbury. The Clerk confirmed that a new timeline had been discussed at the Armstrong Hall Charitable Trust meeting earlier in the evening, including a date for the Town Meeting of 1 March 2018, and that this timeline would shortly be announced publicly. The Chairman thanked Mr Eardley-Wilmot for attending the meeting.

3/18. The Chairman welcomed Sergeant Adrian Fellows to the meeting. Sergeant Fellows, who was now based in Thornbury, introduced himself to Council and provided an update on crime figures in December. Generally reports of all types of crime were down in December, including violence against the person, criminal damage and anti-social behaviour. Cllrs Shirley Holloway and Clive Parkinson emphasised Council's concerns about the levels of anti-social behaviour and the general upward trend in incidents of this kind over the last twelve months. Sergeant Fellows confirmed that a police representative would endeavour to attend the Finance and Policy Committee meetings or would send a report. The Chairman thanked Sergeant Fellows for attending the meeting.

4/18. The Chairman welcomed Mr Peter French to the meeting who was representing the 3rd Thornbury Scout Group and it was agreed to bring forward item 8 to consider small grant applications (see below).

5. **To consider and approve the Minutes of full Council on 07.12.17 and any matters arising from them**

5/18. The Minutes of the Council meeting held on 7 December 2017 were proposed as a correct record by Cllr Clive Parkinson, seconded by Cllr Guy Rawlinson and signed by the Chairman.

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

(a) Playing Fields and Cemetery

6/18. The report of the Playing Fields and Cemetery Committee meeting held on 23 November 2017 was presented by the Chairman, Cllr Clive Parkinson.

7/18. Cllr Clive Parkinson highlighted a number of items in the report. The various consultations were ongoing. It was noted that item 9 referred to "Dan Budd", but should have read "Dan Potter".

8/18. It was proposed by Cllr Clive Parkinson, seconded by Cllr Martin Trueman and unanimously agreed that the report is adopted.

(b) Environment Committee

9/18. The report of the Environment Committee meeting held on 28 November 2017 was presented by the Chairman, Cllr Matthew Stringer.

10/18. Cllr Matthew Stringer highlighted a number of items in the report. There would be a Fairtrade Fortnight in February. Sally Patterson would be the speaker at the Volunteers' Evening. Information is still awaited from the developer with regard to the Medieval Fishponds. The litter bin at Crossways would be replaced in due course.

11/18. It was proposed by Cllr Matthew Stringer, seconded by Cllr Benj Emmerson and unanimously agreed that the report is adopted.

(c) Town Development Committee

12/18. The report of the Town Development Committee meeting held on 12 December 2017 was presented by the Chairman, Cllr Maggie Tyrrell.

13/18. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Jayne Stansfield and unanimously agreed that the report is adopted.

(d) Finance and Policy Committee

14/18. The report of the Finance and Policy Committee meeting held on 14 December 2017 was presented by the Chairman, Cllr Pam Shipp.

15/18. The Clerk confirmed that no progress had been made as yet on a meeting with South Gloucestershire Council and Prezzo to discuss the town clock.

16/18. It was proposed by Cllr Pam Shipp, seconded by Cllr Shirley Holloway 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

17/18. The following accounts now due for payment were proposed by Cllr Helen Harrison and seconded by Cllr Benj Emmerson for payment to be approved:-

ACCOUNTS PAID OUT OF MEETING

Thornbury & District Heritage Trust	Grant	6900.00
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ACCOUNTS NOW DUE FOR PAYMENT

Central Services

British Telecom	Telephone Bill	410.29
Corona Energy	Gas Bill	256.70
EDF Energy	Electricity	436.86
JCW Window Cleaning	Window Cleaning	55.00
Pitney Bowes	Franking Machine Top Up	216.25
Lemon Gazelle	Neighbourhood Plan etc	1300.00

Playing Fields & Cemetery

Abbey Loos	Portable Toilet Hire	105.60
Europa	Brass Plaque	126.41
Europa	Brass Plaque	174.22
Europa	Brass Plaque	126.41
British Telecom	Telephone Bill	45.10
Corona Energy	Gas Bill	126.00
EDF Energy	Electricity Bill	70.84
EDF Energy	Electricity Bill	23.08
HAGS	Spare Parts (Play Equipment)	110.64
Hawkins	Maintenance/Materials	12.39
Matrix BES Ltd	Electrical Inspection	2224.80
Rexel	Light Fittings	17.17
Thornbury Tyres	RV Tube	35.94
Thornbury Motors	Petrol	125.69
Thornbury Motors	Petrol	172.74

Environment

Hawkins	Maintenance/Materials	54.44
Hawkins	Maintenance/Materials	7.95
South Glos Council	Dog Waste & Grass Cutting	9367.38
Thornbury & District Heritage	Tea Towels (TIC)	34.20

Land & Property

Gas Sure Service Ltd	Boiler Repair – Flat 67	66.00
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Grants & Contingencies

Corona Energy	Gas Bill	82.67
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- (b) To approve the Council budget for 2018/19 and instruct the Clerk to issue the precept request

18/18. The provisional budget had been circulated and was discussed. The Clerk confirmed that the budget for the Osprey Park play area could be amended and split across financial years to bring the council tax increase to under 5% in 2018/19. This would allow planning and consultation to be carried out in 2018/19 and construction in 2019/20.

19/18. The 2018/19 budget would mean a 4.9% increase in the precept, but because of the increased tax base, this will actually mean a £3.53 decrease for a band D property. There was some concern expressed that the actual bill received by residents will show a 4.9% increase and it was agreed that the Clerk should issue a press release to clarify that the actual amount paid by each resident will be lower than last year because of the increased number of households paying the tax.

20/18. Cllr Clive Parkinson suggested that when the final figures are supplied to South Gloucestershire Council, the “Total Expenditure” must include the “Use of Reserves” figure. The Clerk and the RFO confirmed that this would be the case. Cllr Clive Parkinson proposed that the budget be accepted. Cllr Matt Stringer seconded the proposal and it was unanimously agreed that the budget be accepted. Cllr Benj Emmerson asked the Clerk to send a copy of the final budget to him.

8. To consider and approve small grant applications for 2017/18

21/18. Further small grant applications for 2017/18 had been received and were considered in detail by Council. Grants were approved for payment as follows (proposed by Cllr Bob Griffin, seconded by Cllr Helen Harrison and unanimously agreed):-

<i>Name of Organisation</i>	<i>Amount Awarded</i>
Recycled Teenagers	£350.00
Thornbury Chamber of Commerce (Wallace and Gromit Trail)	£400.00
3 rd Thornbury Scout Group	£200.00

22/18. It was agreed that if sufficient funds were not raised by the Thornbury Chamber of Commerce (Wallace and Gromit Trail) to cover the full cost of participating in the Trail, then the £400 awarded to them by Council could be split between the two other applicants (Recycled Teenagers and 3rd Thornbury Scout Group).

23/18. It was agreed that the application from Thornbury Castle Neighbourhood Watch be considered by the Environment Committee at their next meeting.

9. **To consider the following planning and licensing applications**

24/18. Council considered the following planning and licensing applications and agreed the following comments for submission to South Gloucestershire Council:-

(a) PT17/5360/F 17 Eskdale, Thornbury, BS35 2DR

Erection of a two storey side, a first floor side and a single storey rear extension to form additional living accommodation.

No objection.

(b) PT17/3446/F Land at Morton Way, Phase 3 of the Morton Way Development, Thornbury
Erection of 83 dwellings and associated infrastructure (amended plans).

Council would like to reiterate its previous comments. (Revised proposals received 18.12.17 with deadline for comments of 01.01.18, no decision as of today's date.)

(c) PT17/4958/F 41 Badger Road, Thornbury, BS35 1AB

Erection of rear conservatory.

No objection.

(d) PT17/4361/F The Old Surgery, High Street, Thornbury
Change of use from financial services (Class A2) to 1 no. residential dwelling (Class C3) as defined in Town and Country Planning (Use Classes) Order 1987 (as amended).

Council would like to reiterate its previous comments. (Revised proposals received 22.12.17 with deadline for comments of 01.01.18, decision made "Approve with Conditions". The Clerk will write to SGC strongly objecting to the lack of notice given.)

(e) PT17/5660/F Milbury House, Whitehall Lane, Buckover

Amendment to previously approved scheme PT15/3662/F to include raised decking and alterations to door placement.

Council would like to reiterate its previous comments.

(f) PT17/2006/O Land South of Gloucester Road, Thornbury
APPEAL – PUBLIC INQUIRY (non-determination of application). Demolition of existing agricultural shed buildings. Residential development of up to 370 dwellings (Use Class C3); a flexible use building (Use Class D1); public open space; accesses onto Gloucester Road; and associated infrastructure. Outline with access to be determined. All other matters reserved.

Council would like to reiterate its previous comments. (When further information is available, Council will consider how it will be represented. The Clerk will write to SGC regarding the circumstances that lead to appeals over non-determination.)

(g) Thornbury Motors Limited, Grovesend Road, Thornbury

Premises Licence Application – further details requested from South Gloucestershire Council.

No further details have been provided by South Gloucestershire Council so no comment can be made. The Clerk will write to SGC regarding this issue.

25/18. As stated above, it was agreed that the Clerk would write to South Gloucestershire Council Planning Department regarding the following:-

- The lack of notice given to consider revised proposals
- The difficulty in obtaining further information on licensing applications
- The circumstances that lead to appeals from developers over non-determination

10. **To consider the Council's response to the following consultations**

(a) West of England Joint Spatial Plan

26/18. The Clerk tabled a draft response from Council to the JSP consultation. The response was discussed in detail and it was agreed that the following amendments be made:-

- A paragraph be added in about the failure to review the green belt which has constrained the proposals for development areas.
- More emphasis on lack of infrastructure, in particular health centres, schools, etc.
- More emphasis on the transport issues around the A38.

11. **To consider nominations to attend the Garden Party at Buckingham Palace**

27/18. It was agreed that Helen Harrison be nominated to attend.

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

28/18. The Clerk reported that thank you letters had been received from both Thornbury Jigsaw and Brandon Trust regarding their grant awards.

29/18. The Clerk reported that the lighting works would begin on the Rock Street Car Park on 15 January 2018.

13. **Accommodation at the Town Hall**

To resolve under the Public Bodies (Admission to Meetings) Act 1960, 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. This resolution was proposed by Cllr Clare Fardell, seconded by Cllr Clive Parkinson and unanimously agreed.

30/18. Council considered the request for accommodation at the Town Hall and authorised the Clerk to enter into discussions with the relevant parties.