

**THORNBURY**  
**TOWN COUNCIL**

**Minutes of the Meeting of the Town Council**  
**held on Tuesday 9<sup>th</sup> February 2016 in the Council Chamber**

**Present:** Cllr. Guy Rawlinson (Chairman and Town Mayor)

Cllrs. Vincent Costello  
Shirley Holloway  
Benj Emmerson  
Lesley Tuck (nee Jones)  
Pam Shipp  
Alan Carman  
Clive Parkinson  
Martin Trueman  
Maggie Tyrrell  
Angela Symonds  
Gail Whitehead  
Bob Griffin  
Matthew Stringer  
Clare Fardell

Mrs J M Payne (Town Clerk)  
Mrs S Richardson (Deputy Town Clerk)

**Apologies:** Cllr. Helen Harison (Out of Thornbury)

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

30/16. Cllr Guy Rawlinson gave details of the following Mayoral events he had attended since the last Council meeting:-

- (i) Presentation on a Year in the life of the Mayor to Thornbury Stroke Support Group.
- (ii) The Thornbury & District Heritage Trust annual Salmon Supper and talk on the Severn Railway Bridge disaster by Chris Gill.
- (iii) A concert by the Cor Meibion De Cymru Male Choir organised by Thornbury Cymrodorion in the Armstrong Hall.
- (iv) Opening of the new Screwfix Store in Thornbury.

**MINUTES OF**  
**COUNCIL**  
**MEETING**

31/16. The minutes of the Council Meeting held on 7<sup>th</sup> January 2016 were proposed as a correct record by Cllr Lesley Tuck, seconded by Cllr Clare Fardell and signed by the Chairman.

**MATTERS**  
**ARISING**

None.

**CORRESPONDENCE**

(a) Invitation to 'Any Questions'

32/16. The Clerk read out an invitation from Andy Bethell, Deputy Headteacher at the Castle School to a live broadcasting of 'Any Questions' at the Castle School on Friday 4<sup>th</sup> March at 7.15 pm. Any members that are interested in attending were asked to contact the Clerk.

(b) South Gloucestershire Area ALCA Group Meeting

33/16. An e-mail had been received informing of the next SG ALCA Area Group meeting to be held on 7<sup>th</sup> March at Ridgewood Community Centre and the main discussion will focus on Neighbourhood Planning. The Clerk suggested that now Council has rejoined ALCA members may wish to consider appointing a representative, although any member is free to attend the meetings.

ENVIRONMENT  
COMMITTEE

34/16. The report of the Environment Committee meeting held on 12<sup>th</sup> January 2016 was presented by the Chairman, Cllr Matthew Stringer.

35/16. It was proposed by Cllr Matthew Stringer, seconded by Cllr Gail Whitehead and unanimously agreed that the report is adopted.

PLAYING FIELDS  
AND CEMETERY

36/16. The report of the Playing Fields and Cemetery Committee meeting held on 14<sup>th</sup> January 2016 was presented by the Chairman, Cllr Clive Parkinson.

Matters Arising:-

(a) Thornbury Tennis Club

37/16. Cllr Clive Parkinson commented that the refurbishment programme of the tennis courts has been a good example of Council working together with a Club to benefit the town and encourage sport for young people. The official opening of the new Clubhouse will be on Saturday 7<sup>th</sup> May 2016. Cllr Maggie Tyrrell suggested that perhaps the committee should look at security measures for the public courts now that they have been refurbished. Cllr Martin Trueman commented that we need to make the public aware of the facility with increased signage, possibly a finger post at the entrance to The Close. The Clerk said when the courts are fully operational information will be put on the Town Council website and a press release issued.

38/16. It was proposed by Cllr Clive Parkinson, seconded by Cllr Martin Trueman and unanimously agreed that the report is adopted.

FINANCE &  
POLICY

39/16. The report of the Finance and Policy Committee meeting held on 28<sup>th</sup> January 2015 was presented by Cllr Guy Rawlinson.

Creating a Dementia Friendly Community

40/16. It was reported that a couple of Councillors have signed up for the Dementia Awareness sessions in the Library and Cllr Clive Parkinson has agreed to chair the group for the time being.

41/16. It was proposed by Cllr Clive Parkinson seconded by Cllr Shirley Holloway and unanimously agreed that the report is adopted.

TOWN  
DEVELOPMENT

42/16. The report of the Town Development Committee meeting held on 26<sup>th</sup> January 2016 was presented by the Chairman, Cllr Maggie Tyrrell.

Matters Arising:-

(a) Cleve Park – Presentation by JTP Architects and Master Planners

43/16. Cllr Maggie Tyrrell reported on the Community Planning Day held on Saturday 6<sup>th</sup> February in the Armstrong Hall following the presentation given to the Town

Development Committee meeting on the proposals to develop 70 acres adjoining Morton Way and Grovesend Road.

44/16. Cllr Maggie Tyrrell commented that this consultation has been quite a rapid process so far and at the next Town Development meeting members will need to consider, from the information gathered at the Feedback Session to be held on 17<sup>th</sup> February, what can be provided for the community and the projects that the developers could have an input in should the development go ahead.

45/16. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Shirley Holloway and unanimously agreed that the report is adopted.

#### **PLANNING APPLICATIONS**

46/16. Council considered a number of planning applications and their comments for forwarding to South Gloucestershire Council are shown on the attached schedule.

#### **Application No. PT15/4279/RVC Castle Court**

47/16. The Clerk reported that she has received an e-mail from Tom Sheppard of Newland Homes regarding the above application. He informed that, having considered the Town Council's comments regarding the proposed levels and concerns from neighbours they have made adjustments to the plans. This information was welcomed by members and they look forward to seeing the amended planning application.

#### **APPOINTMENT OF TOWN CLERK**

48/16. Following the resolution made at the Finance and Policy Committee meeting held on 28<sup>th</sup> January 2016 to rescind the current offer of appointment, Cllr Guy Rawlinson reported that he has received an application from the applicant to appeal against the decision.

RESOLVED that in accordance with Standing Orders and under Section 100A (4) of the Local Government Act 1972 the press and public be excluded from the meeting for this item of business on the grounds that it involves likely disclosure of exempt information as defined in Para. 1 of Part 1 of Schedule 12A to the Act.

49/16. On return to open session members resolved to give the applicant the right of appeal.

50/16. Cllr Guy Rawlinson reported that following a meeting with Deborah White of ALCA it was agreed that it would be prudent to form a Staffing Sub-Committee, which would come under the Finance and Policy Committee and meet on an ad-hoc basis. The Clerk informed members that a sub-committee could be formed at the next Finance and Policy Committee meeting to be held on 3<sup>rd</sup> March and in the meantime an interim Working Group could deal with the appointment of Town Clerk and Responsible Financial Officer. The following members agreed to be on the Working Group, Councillors Maggie Tyrrell, Matthew Stringer, Alan Carman, Clive Parkinson, Martin Trueman and Helen Harrison was appointed in her absence.

#### **APPOINTMENT OF INTERNAL AUDITOR**

51/16. The Clerk recommended that Mr. Iain Selkirk is reappointed as Council's internal auditor. This was proposed by Cllr. Matthew Stringer, seconded by Cllr Benj Emmerson and unanimously agreed.

#### **FINANCIAL STATEMENT**

52/16. The Financial Statement for December 2015 was received and noted.

#### **ACCOUNTS FOR PAYMENT**

53/16. 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		50.00
British telecom	Telephone Bill	351.27
EDF Energy	Electricity – Town Hall	324.04
Hawkins	Builders Foam, Putty	28.26
PitneyBowes	Franking machine rental	65.54
TV Licensing	TV Licence	145.50
Mrs J. Payne	Laptop - Tesco Direct Order	249.00

### Playing Fields & Cemetery

British Telecom	Telephone Bill	37.40
Cromhall Refinishing Ltd	Ford Transit Repairs	248.42
EDF Energy	Electricity Bill – Chapel	17.20
EDF Energy	Electricity Bill – MPF	127.03
Sullivans	Chain	23.83
Sullivans	Blades, Belts, Axell	162.48
Thornbury Motors Ltd	Petrol	76.70
Travis Perkins	PVA, Cement	46.92
Travis Perkins	Replacement Cheque (lost in post 10.12.15)	210.08
T H White	Parts	42.47
T H White	Tractor Repairs	207.60
Veolia	Waste Disposal	169.03
Veolia	Waste Disposal	312.98

### Environment

Horders	Fairtrade Stationery	33.00
Thornbury Motors Ltd	Petrol	51.14
Tony A Sue's Flower's Ltd	Hanging Basket brackets	95.76

### Grants & Contingencies

Thornbury & Dist. Heritage Trust	Grant	3350.00
Thornbury & Dist. Community Assoc	Grant	3800.00

### REPORTS FROM REPRESENTATIVES ON OTHER BODIES

None received.

**THORNBURY TOWN COUNCIL****CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 9<sup>th</sup> February 2016 (Circulated)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
28.01.16	PT16/0066/TRE	Sheiling School Park Road	Works to remove 1 no. Cappadocian Maple, remove 1 no. Oak, remove epicormic growth to 8 no. common Lime trees and crown lift 1 no. Liquidambar to 2 metres trees covered by TPO 38 dated 18 <sup>th</sup> July 1972.	P	No objection, subject to inspection by and agreement of the Tree Officer. Consideration should also be given to compensatory planting.	
02.02.16	PT15/4571/F	Milbury House Whitewall Lane Buckover	<b><i>Revised Plans – Removal of porch canopy.</i></b> Conversion of existing barn and ancillary storage buildings to form 1 no. dwelling with associated works.	P	No objection, subject to the development adhering to the current criteria for barn conversions.	
02.02.16	PT16/0439/TCA	The Vicarage 27 Castle Street	Works to fell 1 no. Cherry tree situated within the Thornbury Conservation Area.	P	No objection, subject to inspection by and agreement of the Tree Officer. Consideration should also be given to compensatory planting.	

**THORNBURY TOWN COUNCIL****CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 9<sup>th</sup> February 2016 (to be tabled)

<b>DATE</b>	<b>REF. NO</b>	<b>LOCATION</b>	<b>PROPOSAL</b>	<b>CODE</b>	<b>COMMENT</b>	<b>PLANNING DECISION</b>
04.02.16	PT16/0432/F	29 Foxglove	Demolition of existing garage and erection of two storey side, two storey and single storey rear extensions with 1 no. rear dormer windows to provide additional living accommodation.	P	OBJECT to overdevelopment of the site and the rear dormer window is considered to be out of character with the area.	
04.02.16	PT16/0483/PNGR	Hackett Stables Hacket Lane	Prior notification of a change of use from Agricultural Building to 1 no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).	P	No objection, but there are concerns about the surface water drainage.	
09.02.16	PT16/0519/O	Land adjacent to Pound Cottage Old Gloucester Road	Erection of 1 no. detached dwelling and garage (Outline) with access and layout to be determined.	P	OBJECT – the proposed development is outside the town development boundary.	