

THORNBURY TOWN COUNCIL

**Minutes of the Town Council Meeting
held on Tuesday 20 March 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
Maggie Tyrrell
Gail Whitehead

Louise Powell (Town Clerk)
Wendy Sydenham (Administrator)

(Cllr Lesley Tuck – absent)

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

Cllr Martin Trueman (work commitments)

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

None.

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

58/18. The Chairman reported on two recent events – a successful day in Thornbury for some Palestinian visitors and the presentation of a cheque for £1100 to Castle School which was a show of support from Thornbury residents following the recent incident of graffiti at the School. The Chairman reported on two upcoming events - a planned walk to the Mundy Playing Fields by pupils from New Siblands School in aid of Sports Relief and an event for new residents at Manorbrook School on Saturday 24 March 2018. The Chairman also expressed her gratitude on behalf of Council to members of the public and Hall user's for their active participation in the Armstrong Hall redevelopment consultation process, including those who had responded to the survey and those who had attended the Town Meeting and who had shared their views and opinions.

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

59/18. The Chairman welcomed members of the public to the meeting and invited them to address Council.

60/18. Mrs Joan Hall spoke to Council to bring their attention to the issue of the danger of the speed of traffic at the upper end of Gloucester Road including a number of "near misses". Mrs Hall highlighted that nothing had been done by South Gloucestershire Council and felt that the situation would only worsen with the increased traffic resulting from the new

developments. The Chairman thanked Mrs Hall for raising the issue and although outside of Council's jurisdiction, asked that matter be chased up with South Gloucester Council. Cllr Clive Parkinson asked that this issue remain on the agenda for the appropriate Committee.

5. **To receive the Minutes from the Special Town Meeting regarding the future of the Armstrong Hall**

61/18. The Minutes of the Special Town Meeting had been circulated and were noted.

6. **To consider the decision made by the Armstrong Hall Trust on the future location of the Armstrong Hall and to consider the implications and actions arising for Town Council**

62/18. The Chairman summarised the decision that had been made at the Armstrong Hall Charitable Trust meeting earlier in the evening, namely to rebuild facilities on the existing Armstrong Hall site and to accept the recommendations in the Decision Report. The Chairman outlined these recommendations which included reconvening the Redevelopment Working Group.

63/18. Mr Charles Eardley-Wilmot addressed Council to ask that it looks again at all assets it owns and examine whether these should be included in the plans for the Armstrong Hall redevelopment, including the Bakery Annexe and 67 High Street. The outgoing Clerk, Clare Nelmes, stated that these properties were not owned by the Armstrong Hall Charitable Trust which was a separate body to the Town Council and that it would be challenging to unpick the legal aspects of this option and the additional costs would need to be examined. Cllr Clive Parkinson stated that all questions and issues raised during the consultation process would be examined by the Working Group.

64/18. The Chairman outlined the recommendations in the Decision Report that would fall to the Town Council to take forward. Cllr Clive Parkinson proposed that these be accepted. The proposal was seconded by Cllr Guy Rawlinson and unanimously agreed.

7. **To consider and approve the Minutes of full Council on 13.02.2018 and any matters arising from them**

65/18. The Minutes of the full Council meeting held on 13.02.2018 had been circulated and were proposed as a true record by Cllr Matthew Stringer, seconded by Cllr Jayne Stansfield and signed by the Chairman.

8. **To receive nominations for the Mayor and Deputy Mayor Elect for the forthcoming Civic Year**

66/18. Cllr Benj Emmerson nominated Cllr Shirley Holloway as Mayor Elect for the forthcoming Civic Year. The nomination was seconded by Cllr Guy Rawlinson and unanimously agreed. Cllr Shirley Holloway stated that she was honoured to accept the nomination. Cllr Shirley Holloway also stated that she was able to accept the nomination because she would have adequate time to carry out the role, but was aware that other Councillors who may wish to carry out the role were unable to do so because of other commitments. She asked that Council consider this issue and it was agreed that this could be considered by the Finance and Policy Committee.

67/18. Cllr Pam Shipp nominated Cllr Angela Symonds as Deputy Mayor Elect for the forthcoming Civic Year. The nomination was seconded by Cllr Guy Rawlinson and unanimously agreed. Cllr Angela Symonds stated that she was honoured to accept the nomination.

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

(a) Environment Committee

68/18. The report of the Environment Committee meeting held on 20 February 2018 was presented by the Committee Chairman, Cllr Matthew Stringer.

69/18. Cllr Matthew Stringer highlighted a number of items in the report. There were a number of visitors to the Committee meeting to discuss issues including a U3A Walking Map, Plastic Free Thornbury and electric car charging points in the town. Thornbury Castle Neighbourhood Watch were awarded £300 towards signage. The Volunteer Evening had been successful and Alan Burberry's presentation had taken place during the evening. The annual spring clean was due to take place on 7 April 2018.

70/18. It was proposed by Cllr Matthew Stringer, seconded by Cllr Benj Emmerson and unanimously agreed that the report is adopted.

(b) Playing Fields and Cemetery Committee

71/18. The report of the Playing Fields and Cemetery Committee meeting held on 22 February 2018 was presented by Cllr Gail Whitehead who was Acting Committee Chairman at that meeting.

72/18. Cllr Gail Whitehead highlighted a number of items in the report. The Tennis Club were continuing to work with Council towards obtaining funding. Pathworks were starting tomorrow as part of the redevelopment works for football facilities and the Clerk was in discussion with the Football Club regarding other works. With regard to the new play equipment at the Mundy Playing Fields, tender interviews had taken place and Proludic had been appointed as the contractor. The Clerk advised that she would shortly be meeting with organisers of the Human Circus who had been advised that the Council had given permission for this subject to a site meeting and satisfying normal event conditions.

73/18. It was proposed by Cllr Gail Whitehead, seconded by Cllr Angela Symonds and unanimously agreed that the report is adopted.

(c) Town Development Committee

74/18. The report of the Town Development Committee meeting held on 6 March 2018 was presented by the Committee Chairman, Cllr Maggie Tyrrell.

75/18. Cllr Maggie Tyrrell highlighted a number of items in the report. The Cleve Park appeal would be taking place next week. It had been hoped that a pre-meet would take place with South Gloucestershire Council representatives in advance of the appeal, but this had not happened. The Clerk confirmed that she had emailed the Chair of the Armed Forces Committee regarding representation and protocol. Cllr Gail Whitehead requested that the Clerk progress organising some planning training for Councillors.

76/18. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Shirley Holloway and unanimously agreed that the report is adopted.

(d) Finance and Policy Committee

77/18. The report of the Finance and Policy Committee meeting held on 8 March 2018 was presented by the Committee Chairman, Cllr Pam Shipp.

78/18. Cllr Pam Shipp highlighted a number of items in the report. The appropriate assurances had been received from the Football Club and the pathworks working be starting

tomorrow. The Clerk agreed to provide some information on timescales for work on the town clock and also to progress a meeting of the Working Group for Youth Services.

79/18. It was proposed by Cllr Pam Shipp, seconded by Cllr Matthew Stringer and unanimously agreed that the report is adopted.

(e) Staffing Committee

80/18. The report of the Staffing Committee meeting held on 15 March 2018 was tabled and presented by the Committee Chairman, Cllr Guy Rawlinson.

81/18. Cllr Guy Rawlinson highlighted a number of items in the report including the possibility of Council contracting general HR support/advice and the process for appointing a Project Manager for the installation of the Skate Park Hub.

82/18. It was proposed by Cllr Guy Rawlinson, seconded by Cllr Clive Parkinson 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

83/18. 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

Corona Energy	Gas Bill	305.22
Water 2 Business	Water Bill	196.57
Apogee	A4 Paper	72.95
Ellis Whittam Ltd	Health & Safety – Yr 1	2490.00
Ellis Whittam Ltd	Insurance	57.06
JCW Window Cleaning	Window Cleaning	55.00
South Gloucestershire Council	Financial Internal Audit	1104.00

Playing Fields & Cemetery

Abbey Loos Ltd	Portable Toilet Hire	96.00
Corona Energy	Gas Bill	156.67
Hardtrac Ltd	Vehicle Repair	507.18
Olympia Urns & Vases Ltd	Weighted Silver Top Urns	346.21
Silvey Oil Fuel Specialists	Gas Oil	273.00
Rio Pool Construction Ltd	Deposit – Control System (Splash Pool)	4200.00
Water 2 Business	Water Bill	263.13

Land & Property

JPS Property Maintenance	Plumbing Maintenance – Pavilion Flat	2136.00
Ellis Whittam Ltd	Fire Risk Assessment/Asbestos Survey	2316.00

Grants & Contingencies

Corona Energy	Gas Bill	87.42
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- (b) To resolve that the following amendments to the bank account be agreed:
- Removal of C Nelmes
- Addition of L Powell

84/18. The above amendment to the bank account was agreed by Council.

85/18. The Clerk asked Council nominate two Councillors to electronically approve staff as beneficiaries to allow salaries to be paid through BACS. It was agreed that Cllr Clive Parkinson and Cllr Bob Griffin would action this.

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

86/18. Council considered the following planning and licensing applications and agreed the following comments for submission to South Gloucestershire Council:-

(a) PT18/0997/PNH 1 North Road, Thornbury, BS35 1EA
Erection of single storey rear extension, which would extend beyond the rear wall of the original house by 5.9 metres, for which the maximum height would be 3.0 metres and for which the height of the eaves would be 2.9 metres.

No objection.

(b) PT18/0913/O Land at Post Farm, Thornbury, BS35 1RB
Erection of up to 39 no. dwellings with public open space and associated infrastructure (outline) with access to be determined. All other matters reserved.

Council discussed this application and it was agreed that the Clerk and Cllr Maggie Tyrrell would liaise to agree a response, and that any comments should be sent to them for inclusion.

(c) PT18/0902/F Land at Post Farm, Thornbury, BS35 1RB
Erection of 29 no. dwelling with access, public open space and associated infrastructure.

As above - Council discussed this application and it was agreed that the Clerk and Cllr Maggie Tyrrell would liaise to agree a response, and that any comments should be sent to them for inclusion.

(d) PT18/0902/F
Erection of single storey rear extension and garage conversion to provide additional living accommodation.

No objection.

(e) To receive an update on any planning appeals, site meetings or applications referred to Development Control

87/18. Cllr Maggie Tyrrell reported that the application for the erection of a convenience store on land off Morton Way/Badger Road had been withdrawn and was therefore not being heard at the Development Control meeting on 22 March 2018.

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

(a) South Gloucestershire Local Plan Consultation – Local Green Spaces

88/18. The consultation was discussed by Council and some errors noted, e.g. Council is not listed as the owner of the Tennis Courts or the Cemetery. It was also noted that the interactive map is not easy to read. It was agreed that the consultation should be put on the agenda for the next Town Development Committee meeting.

13. **To nominate Steering Group member/s for the Hearing Loop Survey in Thornbury carried out by the Rotary Club of Thornbury**

89/18. Cllr Pam Shipp expressed an interest in representing Council on Steering Group for this survey. Cllr Helen Harrison proposed that Cllr Pam Shipp act as Council's representative. The proposal was seconded by Cllr Guy Rawlinson and unanimously agreed.

14. **To note the following with regards to the consultation on the refurbishment of Mundy Playing Fields play area**

90/18. The Clerk outlined events that would be taking place as part of the public consultation on the refurbishment of the Mundy Playing Fields play area and Councillors volunteered to help staff public stands as follows:-

Thursday 22 March 2018 (St Mary's Shopping Centre)

Cllr Clive Parkinson, Cllr Bob Griffin, Cllr Pam Shipp

Saturday 24 March 2018 (St Mary's Shopping Centre)

Cllr Clive Parkinson, Cllr Guy Rawlinson, Cllr Angela Symonds, Cllr Pam Shipp

Saturday 24 March 2018 (Manorbrook School)

Cllr Guy Rawlinson, Cllr Clare Fardell, Cllr Shirley Holloway

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

91/18. The Clerk reported that the Mundy Playing Fields had been awarded the Pride of Parks Award 2017 as part of the South West Britain in Bloom. It had been highlighted by the judges that Paul Le Riche and the team had put their "heart and soul" into their work in the playing fields. Council asked that their congratulations be passed on to Paul and the team.