

THORNBURY TOWN COUNCIL

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Town Hall
35 High Street
Thornbury
Bristol BS352AR

Town Clerk: Clare Nelmes

MEETING OF: Thornbury Town Council

TO BE HELD ON: Tuesday 9th August 2016 at the Town Hall
COMMENCING AT: 7.30 pm

Please note that the meeting is open to the public, who are welcome to attend. Public participation will be taken at the beginning of the meeting and/or at the calling of an agenda item at the discretion of the Chairman.

AGENDA

1. To receive any apologies for absence
2. To receive any members declarations of interest
3. To receive any Chairman's announcements
4. To receive any representations from the public
5. To consider and approve the minutes of the following council and committee meetings and any matters arising from them:
 - a. Town Council meeting of 14th June 2016
 - b. Environment Committee meeting of 21st June 2016
 - c. Playing Fields & Cemetery Committee meeting of 23rd June 2016
 - d. Finance & Policy Committee meeting of 7th July 2016
 - e. Town Development Committee meetings of 5th July and 28th July 2016
6. To consider the following planning and licensing applications:
 - a. To consider the Expression of Interest submitted to Dept for Communities and Local Government by the Tortworth Estate in conjunction with South Gloucestershire Council for support to develop the garden village concept at Buckover. (email correspondence sent 3/8/16)
 - b. [LI16/1980/STS](#) **Thornbury Kebabs, trading at High Street, Thornbury**
Renewal of street trading consent
 - c. [PT16/3880/F](#) **Tytherington Road Nursery, Tytherington Road**
Demolition of existing glasshouse. Erection of single storey community building. Single storey extension to existing day room on pitch number two.
 - d. [PT16/2537/RVC](#) **Four Winds Morton Street (Revised Plans)**
Removal of Condition 3 attached to planning permission PT05/3302/F to allow the existing annex to be converted into a separate dwelling.

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- e. [PT16/4381/CLP](#) **The Winnocks, Thornbury Hill**
Application for a Certificate of Lawfulness for the proposed erection of a single storey side extension.
 - f. [PT16/4386/F](#) **55 Squires Leaze**
Erection of front porch.
 - g. [PT16/4467/PNA](#) **Redhill Cottage, Pound Farm Lane**
Prior notification of the intention to erect an agricultural building for the storage of machinery and fodder.
 - h. [PT16/4322/F](#) **23 Millfield**
Erection of side extension to form garage and additional living accommodation, replacement pitched roof over existing flat roof rear extension, and installation of 2 no. rear dormer windows to facilitate loft conversion.
 - i. [PT16/3813/F](#) **6 Orchard Avenue**
Demolition of existing extension. Erection of a single storey side and rear extension to provide additional living accommodation.
 - j. [PT16/3705/LB](#) **Flat 3, Castle Street**
External works including replacement of first floor front windows and repairs to rendering, lead sheeting and flashing.
 - k. [PT16/4360/LB](#) **The Mezze, 7 The Plain**
Application to retain works carried out for the internal and external alterations to include refurbishment of ground floor internally. Repainting of exterior finishes and existing stained glass internal feature to be retained and relocated.
Associated variation to premises licence
7. To consider the following consultations and Council's response:
- a. [South Gloucestershire Council Policies, Sites and Places Plan](#) . Proposed Plan Submission. All information can be viewed online.
 - b. South Gloucestershire Council Special expenses (see email dated 13/7/16)
 - c. [Creation of a new West of England Mayoral Combined Authority \(MCA\)](#). All information can be viewed online.
 - d. Public Works Loan Board abolition and transfer its powers to the Treasury (see ALCA briefing note July 2016)
8. To receive the Monthly Financial Management Report for June (attached) and approve Accounts for Payment (to be tabled).
9. To authorise a £20,000 virement for pavilion roof repairs from Grants and Contingencies budget to Playing Fields and Cemeteries
10. To consider and approve a range of fire safety works necessary at the Offices, 67 High St (see attached email correspondence)
11. To consider a proposal from the Clerk to establish a staffing committee and its future membership, terms of reference and delegated authority (see attached report)

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12. To receive any correspondence and notices not referred to specific Committees or to be dealt with on grounds of urgency.
 - a. Letter of thanks for grant from Thornbury Community Garden Team
 - b. Correspondence concerning changes to bus service 207 and the impact on pupils attending the Castle School
 - c. Letter of thanks from Thornbury Carnival for Town Council and staff support of the event

Signed 
Town Clerk and Proper Officer

BACKGROUND PAPERS

The following are circulated with or have been previously circulated and form part of this agenda:-

- a. Minutes of Town Council Meeting of 14.06.16
- b. Environment Committee Report of 21.06.16 (to be tabled)
- c. Playing Fields and Cemetery Committee Report of 23.06.16 (to be tabled)
- d. Town Development Committee Report of 05.07.16
- e. Town Development Committee Report of 28.07.16 (to be tabled)
- f. Finance and Policy Committee Report of 07.07.16
- g. Buckover Garden Village Concept Expression of Interest
- h. Financial Statement for June (to be tabled)
- i. South Gloucestershire Council Special expenses (see email dated 13/7/16)
- j. Public Works Loan Board abolition and transfer its powers to the Treasury (see ALCA briefing note July 2016)
- k. Fire safety works at the Offices, 67 High St (see attached email correspondence)
- l. Clerk proposal Establishing a Staffing Committee