

THORNBURY
TOWN COUNCIL

Minutes of the Annual General Meeting of the Town Council
held on Tuesday 12th May 2015 in the Council Chamber

Present: Cllr Guy Rawlinson (Chairman and Town Mayor – for Items 1-4)

Cllrs Helen Harrison
Benj Emmerson
Alan Carman
Shirley Holloway
Pam Shipp
Angela Symonds
Clare Fardell
Gail Whitehead
Martin Trueman
Matthew Stringer
Maggie Tyrrell
Clive Parkinson
Bob Griffin
Vincent Costello

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

Apologies: Cllr Lesley Jones (Out of Thornbury)

The Chairman opened the Annual General Meeting and asked for any public participation.

CHAIRMAN'S
RETIRING
COMMENTS

77/15. Cllr Guy Rawlinson welcomed the newly elected Councillors and the members that have been re-elected for a second term of office. Cllr Guy Rawlinson said he has enjoyed his year as Mayor, so much so that he is willing to take on the chairmanship for another year.

78/15. The Mayor announced the sad news that one of the Tourist Office volunteers, Mrs. Clara Locke had passed away. Clara was a good friend to all the staff having volunteered in the Town Hall for 20 years and on behalf of Town Council and the staff he sent sincerest condolences to the family.

ELECTION OF
CHAIRMAN AND
TOWN MAYOR

79/15. It was proposed by Cllr Benj Emmerson that Cllr Guy Rawlinson be elected as Chairman and Town Mayor for the year 2015/16, this was seconded by Cllr Matthew Stringer. There being no further nominations, it was agreed that Cllr Guy Rawlinson be duly elected, with 13 members voting in favour and 1 abstention.

80/15. The re-elected Mayor and the Town Clerk then left the Chamber to robe up. On returning to the Chamber, the Clerk placed the chain of office on the re-elected Mayor.

DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN AND TOWN MAYOR

81/15. Cllr Guy Rawlinson then read and signed the declaration of acceptance of the office of Chairman and Town Mayor for the ensuing year which was countersigned by the Town Clerk.

82/15. Cllr Guy Rawlinson nominated his partner Andrea Bates as his Consort.

ELECTION OF VICE-CHAIRMAN AND DEPUTY MAYOR

83/15. It was proposed by Cllr Clive Parkinson and seconded by Cllr Pam Shipp that Cllr Helen Harrison be elected to serve as Vice-Chairman and Deputy Mayor for the ensuing year. There were no further nominations and Cllr Helen Harrison was duly elected. The Mayor then placed the Vice-Chairman's chain of office on Cllr Helen Harrison.

APPOINTMENT OF STANDING COMMITTEES

84/15. It was proposed by Cllr Benj Emmerson, seconded by Cllr Bob Griffin and unanimously agreed that membership of the Standing Committees be as follows:-

Environment

Cllrs	Matt Stringer	Benj Emmerson	Clare Fardell
	Gail Whitehead	Guy Rawlinson	Helen Harrison
	Martin Trueman	Pam Shipp	Vincent Costello
	Angela Symonds		

Playing Fields and Cemetery

Cllrs	Clive Parkinson	Alan Carman	Bob Griffin
	Guy Rawlinson	Helen Harrison	Lesley Jones
	Martin Trueman	Pam Shipp	Angela Symonds

Town Development

Cllrs	Maggie Tyrrell	Alan Carman	Bob Griffin
	Gail Whitehead	Guy Rawlinson	Helen Harrison
	Shirley Holloway	Vincent Costello	Clare Fardell

Finance and Policy

Cllrs	Helen Harrison	Benj Emmerson	Bob Griffin
	Clive Parkinson	Gail Whitehead	Guy Rawlinson
	Maggie Tyrrell	Matt Stringer	Shirley Holloway
	Angela Symonds		

APPOINTMENT OF CHAIRMEN TO STANDING COMMITTEES

85/15. It was proposed by Cllr Benj Emmerson seconded by Cllr Bob Griffin and unanimously agreed that the following Councillors be appointed Chairmen of Committees:-

Environment Cllr Matthew Stringer

Playing Fields and Cemetery Cllr Clive Parkinson

Town Development Cllr Maggie Tyrrell

Finance and Policy Cllr Helen Harrison

APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES

86/15. It was proposed by Cllr Benj Emmerson, seconded by Cllr Clive Parkinson and unanimously agreed that the following be appointed by Council to serve on other bodies as shown below:-

South Gloucestershire Sites Inspection Sub-Committee

Cllrs Maggie Tyrrell (E) Bob Griffin (C)
 Alan Carman (NE) Clive Parkinson (S)
 Shirley Holloway (NW)

Thornbury and District Community Association

Vacant

Thornbury Youth Forum

Cllr Helen Harrison

Four Towns / Vale Link Community Transport

Cllr Maggie Tyrrell

Thornbury and District Heritage Trust

Cllr Guy Rawlinson

South Glos Heritage Forum

Cllr Guy Rawlinson

Oldbury Power Station Site Stakeholder Group

Cllr Guy Rawlinson

Thornbury Library Committee

Cllr Benj Emmerson

Thornbury Britain in Bloom Committee (2)

Cllrs Guy Rawlinson, Pam Shipp and Deputy Town Clerk

Town Trust (3)

Cllrs Chris Clifford, Clive Parkinson, Shirley Holloway

William Stephens Charity (3)

Cllrs Chris Clifford, Bob Griffin, Lesley Jones

Thornbury Lighting Services

Cllr Benj Emmerson

South Glos Transport Forum (2)

Cllrs Bob Griffin, Pam Shipp

Club Thornbury

Cllr Clive Parkinson

Castle School Sports Centre Community Users Committee

Cllr Helen Harrison

Town Centre Partnership

Cllrs Guy Rawlinson (Chairman), Maggie Tyrrell (Chairman T.D.)

Thornbury Hospital Project Board

Cllr Clive Parkinson

Safer and Stronger Community Group

Cllrs Matt Stringer, Martin Trueman

'Krunch' Stakeholder Group

Cllr Clive Parkinson

**MINUTES OF
TOWN COUNCIL**

87/15. The minutes of the Town Council meeting held on 24th March 2015 were proposed as a correct record by Cllr Benj Emmerson seconded by Cllr Clive Parkinson and signed by the Chairman.

**MATTERS
ARISING**

(a) **Fairtrade Status**

88/15. Cllr Clive Parkinson referred to Council's wish to apply for re-accreditation of Fairtrade status and pointed out that one of the newly elected Councillors, Gail Whitehead is Chairman of the Fairtrade support group. Cllr Gail Whitehead said she is in the process of completing an Action Plan at present.

(b) **Project Steering Group for Thornbury Hospital**

89/15. Cllr Shirley Holloway reported that the CCG board meeting she had attended with Cllr Maggie Tyrrell on 25th March had been very positive and it had been acknowledged that there was a need to redevelop the Thornbury site. This will now go to the South Gloucestershire Scrutiny Committee for further consideration.

(c) **Creating a Dementia Friendly Community**

90/15. Cllr Clive Parkinson informed members that Age UK have confirmed they will administer the support group and the next meeting will be held in their offices at 67 High Street.

(d) Former Town Councillors

91/15. Cllr Clive Parkinson asked the Clerk to write to the seven Town Councillors that did not stand for re-election and thank them for their service to the town.

CORRESPONDENCE There was no correspondence to receive.
& MATTERS
OF URGENCY

RISK ASSESSMENT 92/15. The Clerk informed members that the Risk Assessment
ACTION PLAN Action Plan for 2014-15 will be presented at the next full Council meeting.

PLANNING 93/15. Council considered a number of planning applications and
APPLICATIONS their comments for forwarding to South Gloucestershire Council are shown on the attached schedules.

FINANCIAL 94/15. The financial statement for March 2015 was received and
STATEMENT noted.

ACCOUNTS FOR 95/15. (a) Resolved that the following accounts paid out of
PAYMENT meeting be approved:-

Accounts paid out of meeting - 8th April 2015

Amicus AHS	Reduce Horse Chestnut & White Beam	300.00
BiG Interactive	Maintenance Contract for Server	1500.00

Accounts paid out of meeting - 16th April 2015

Central Services

British Telecom	Telephone bill – Town Hall	350.06
The Consortium	Stationery & hand towels	134.08
Danwood Group Ltd	Paper	51.12
EDF Energy	Electricity Bill – Town Hall	439.15
ICCM	Membership 2015/16	90.00
Postage by Phone – Pitney Bowes	Franking machine top up and re-set	160.80
Siemens Financial Services	Photocopier lease	369.44
Danwood Group Ltd	Photocopier meter reading	30.00
Sage (UK) Ltd	Sage 50 Renewal	1621.20

Playing Fields & Cemetery

Abbey Loos	Hire of toilet unit	105.60
B.T. plc	Telephone bill – PFC	26.75
Countrywide Farmers plc	Gloves	6.99
Countrywide Farmers plc	Gloves	8.99
Countrywide Farmers plc	Grass Seed	49.00
Days Contract Hire	Ford Transit Hire	3618.90
Days Contract Hire	RFL recharge	12.50
EDF Energy	Electricity Bill – Cemetery	26.71
Fireworm Signs	Sign for Splash Pad	220.00
St Mary's Church Council	Re-imburement for wheelie bin collection	36.00
Sullivans	2 belts	65.86
Thornbury Tyre Services Ltd	Tyre	259.16

Thornbury Tyre Services Ltd	Tube repair	18.00
Thornbury Motors Ltd	Fuel cans	11.97
Thornbury Motors Ltd	Petrol	62.47
Veolia (ES (UK) Ltd	Waste collection	250.20
Veolia ES (UK) Ltd	Waste collection	136.54

Environment

Days Contract Hire	Ford Transit Hire	1206.30
Days Contract Hire	RFL recharge	12.50
Avon & Somerset Constabulary	Neighbourhood Watch Signs	9.50
Plantscape	4 Hanging baskets for T in B	227.76
Thornbury Tyre Services Ltd	Tube	86.38
Thornbury Motors Ltd	Petrol	62.47

Grants & Contingencies

St Mary's Church Council	Re-imburement for floodlighting	138.05
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Accounts paid out of meeting – 12th May 2015

South Gloucestershire Council	Rates (April) Town Hall	1295.25
South Gloucestershire Council	Rates (April) Cemetery	282.00
South Gloucestershire Council	Rates (April) Tennis Courts	39.44

(b) 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		100.00
A.M.S	Clear Blocked Manhole	114.00
British Telecom	Telephone Bill - TH	298.79
Danwood	Meter Readings – Photocopier	35.23
EDF	Electricity Bill - TH	370.26
Pitney Bowes	Royal Mail Rate Change	71.94
Pitney Bowes	Quarterly Rental (Franking machine)	65.54
Yate Supplies	Bin Liners	32.72

Playing Fields & Cemetery

Abbey Loos	Toilet Unit Hire	105.60
A.M.S	Empty Septic Tank	198.00
British Telecom	Telephone Bill – PFC	27.13
The Consortium	Cleaning Materials	101.86
The Consortium	Toilet duck etc	20.39
Europa Engineering	Brass Plaque	119.64
EDF	Electricity Bill – Chapel	22.56
EDF	Electricity Bill – MPF	72.15
Playsafety Limited	Annual Inspection	525.60
Silvey	Gas Oil	333.02
Thornbury Motors	Petrol	124.37
Yate Supplies	Compacts & Refuse Sacks	162.75
T H White Ltd	Pedal pad and belt	32.12
T H White Ltd	Lube nipple	3.64

Environment

Bristol City Council	Trees for 'Ring of Thorns'	1386.00
Landcare	Tree Planting – Chantry Field	594.00
Landcare	Strimmer Guards, Tree Ties, Bark	239.40
Silvey	Gas Oil	111.00
Thornbury Motors	Petrol	82.92
Thornbury Garden Shop	Plants	1420.41

Grants & Contingencies

Thornbury Rugby Club	Grant	1000.00
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Land & Property

Hawkins (Grantley House)	Builders Foam	16.98
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REPRESENTATIVES' None.
REPORTS

THORNBURY TOWN COUNCIL**CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 12th May 2015 (Circulated)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
16.04.15	PT15/1350/F	16 Ribblesdale	Erection of detached garage/store.	P	OBJECT – there are concerns that neighbours amenities will be affected if the applicant parks a car in front of the newly erected garage.	
16.04.15	PT15/1467/HED	Land at Gloucester Road.	Removal of 1 no. 5m length of hedgerow to be to enable access of construction vehicles into temporary construction compound.	NP	No objection	
20.04.15	PT15/1503/PNH	Lansdown House Whitewall Lane	Erection of single storey rear extension which would extend beyond the rear wall of the original house by 2.2 m, for which the height would be 3.525m and the height of the eaves would be 2.4m.	NP	No objection	
21.04.15	PT15/1595/F	38 Oakleaze Road	Erection of replacement garage.	P	No objection	
24.04.15	PT15/1709/TRE	Park Farm Butt Lane	Works to fell 36 no. Leyland Cypress trees covered by SGTPO/08/13 dated 15/10/2013.	P	No objection, subject to compensatory planting being undertaken.	

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
27.04.15	PT15/1632/F	65 High Street	Erection of 2 no. self contained flats.	P	No objection, subject to approval by the Conservation Officer.	
28.04.15	PT15/1570/PDR	18 Finch Close	Erection of rear conservatory.	P	No objection	
28.04.15	PT15/1685/F	The Old Fire Station High Street	Variation of Condition no. 1 attached to PT06/1252/RVC to alter hours of working to opening between 10am to 11.30 pm Fridays and Saturdays.	NP	No objection	
29.04.15	PT15/1582/F	50 Gloucester Road	Erection of single storey front and side extension to form additional living accommodation. Alterations to existing access to facilitate erection of gates.	P	No objection	
07.05.15	PT15/1565/RVC	Pound House Farm Old Gloucester Road	<i>(Adjoining Parish Consultation)</i> Removal of Condition 27 and variation of Condition 10 attached to planning permission PT13/2618/F to enable the installation of a hardcore access track.	NP	No comment	
07.05.15	PT15/1547/F	6 Coombe Avenue	Erection of first floor side extension to form additional living accommodation.	P	No objection	

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
07.05.15	PT15/1832/PNGR	Lodge Farm Milbury Heath Road Buckover	Prior notification of a change of use from Agricultural Building to single residential dwelling (Class C3) as defined in the Town & Country Planning (Use Classes) Order 1987 (as amended).	P	No objection	
07.05.15	PT15/1844/F	The Hackett Hacket Lane	Erection of first floor front extension to form additional living accommodation.	P	No objection	
07.05.15	PT15/1409/F	Morton Farm Old Gloucester Road	Erection of fodder and machinery store.	P	No objection	

THORNBURY TOWN COUNCIL

CODE

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 12th May 2015 (to be tabled)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
08.05.15	PT15/1867/F	15 Eastland Avenue	Erection of single storey rear and two storey side extension to provide additional living accommodation.	p	No objection	