

THORNBURY
TOWN COUNCIL

Minutes of the Meeting of the Town Council
held on Thursday 8th January 2015 in the Council Chamber

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

Cllrs. Bob Griffin
Neil Halsall
Benj Emmerson
Pam Shipp
Maggie Tyrrell
Graham Lanfear
Clive Parkinson
Matthew Stringer
Chris Clifford

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

Apologies: Cllrs. Gill Brooks (Out of Thornbury)
Helen Harrison (Out of Thornbury)
Emma Bone (Work Commitment)
Gareth Davies (Other Commitment)
Phyllida Parsloe (Indisposed)

Absent: Cllr. Vincent Costello

1/15. The Chairman opened the meeting and welcomed members of the public. Cllr Clive Parkinson announced that he will be making a proposal at the next Finance and Policy Committee meeting that the format regarding public participation at full Council meetings will also apply to Committee meetings and it will be helpful if members of the public advise the Clerk, prior to the meeting, if they wish to speak. Cllr Graham Lanfear supported this proposal.

PUBLIC
PARTICIPATION

Mr. Charles Eardley-Wilmot referred to the minutes of the Playing Fields and Cemetery Committee meeting and said it was disappointing that the Green Dog Walker Scheme had failed, but he felt it was now time that Council considered a total ban on dogs in the Mundy Playing Fields. Mr. Eardley-Wilmot thought that most of the dog owners that use the Mundy Playing Fields arrive by car and could exercise their dogs elsewhere.

Mr. Peter Mainstone asked why the comments he and other residents had made in response to the planning application submitted by the Castle School (PT14/4012/R3F) at the last Town Council meeting had not been included in Council's submission to the Planning Department. Mr. Mainstone was informed that public participation allows individuals to make their comments and then it is up to the elected councillors to make a collective decision for Council's submission in response to planning applications. Individuals, including individual councillors are able to submit their own personal comments in addition to Council's collective response.

PUBLIC PARTICIPATION

Mrs. Sandi Shallcross representing Thornbury and District Heritage Trust which operates Thornbury Museum thanked Council for their continued support over the past year. This has been not only in terms of financial support but the Mayor attending various events and administration help from the staff.

APOLOGIES FOR ABSENCE

2/15 The Clerk brought to members attention that Cllr Phyllida Parsloe has not attended Council meetings for six months and it is assumed that Councillors' agree that the reasons for her non-attendance are legitimate and accepted. She will continue as a Councillor for the term of this Council, which will terminate four days after the election in May. This was unanimously agreed.

CHAIRMAN'S REMARKS

3/15. Cllr Guy Rawlinson gave details of the following Mayoral events he had attended since the last full Council meeting:-

- (i) A Youth Orchestra Concert of Peter and the Wolf performed by Thornbury Area Music Trust in the Armstrong Hall.
- (ii) The South Gloucestershire Civic Service and reception on 16th November.
- (iii) The annual Christmas Lights 'Switch On' organised by Thornbury Christmas Lights Association.
- (iv) Opening Thornbury Craft Fair on 22nd November in The Swan,
- (v) Thornbury Volunteer Centre's Christmas lunch in the Town Hall.
- (vi) The Senior Citizens Christmas Dinner organised by the Lions Club in the Armstrong Hall.
- (vii) Attendance at the Thornbury Local History and Archaeology Society meeting for a talk by Meg Wise.
- (viii) A Christmas Reception held by the Mayor of Yate at Poole Court.
- (ix) Marlwood School Speech Night on 18th December.
- (x) St. Mary's Parish Church Festival of Nine Lessons and Carols.

MINUTES OF COUNCIL MEETING

4/15. The minutes of the Council Meeting held on 11th November 2014 were proposed as a correct record by Cllr Neil Halsall, seconded by Cllr Clive Parkinson and signed by the Chairman.

MATTERS ARISING

5/15. Cllr Clive Parkinson referred to the issue raised by Mrs. Joan Hall during public participation and said that as the white lining has completely worn away on the mini roundabout and the surrounding area it is now a very dangerous situation. Cllr Neil Halsall agreed to contact Mark King of South Gloucestershire to try to move the work forward.

MINUTES OF COUNCIL GRANTS MEETING

6/15. The minutes of the meeting held on 4th December 2014 were proposed as a correct record by Cllr Benj Emmerson, seconded by Cllr Matthew Stringer and signed by the Chairman.

MATTERS ARISING

7/15. Cllr Neil Halsall reported that at the Town and Parish Council Forum meeting he had attended on 7th January he was given the impression that there was a consultation that required response by 15th January on the Government proposal to limit any rise in the parish precept to 2% by introducing the requirement for a local referendum if the precept was to be increased above this level. He felt that it was extremely important to object to the proposal and gave several reasons why an objection was necessary. Members agreed that Council should object and Cllr Neil Halsall advised that he would provide the Clerk with a written copy of a formal response to the consultation in time for submission before the 15th January closing date.

CORRESPONDENCE Acknowledgement Letters from Grant Recipients

8/15. The Clerk informed members that thank you letters have been received from the following organisations in respect of grants given:- Thornbury Arts Festival, Thornbury Christmas Lights Association, Thornbury Science Festival, Friends of Filnore Woods, Northavon Youth Theatre Company and Vitalise (now Revitalise).

**ENVIRONMENT
COMMITTEE**

9/15. The report of the Environment Committee meeting held on 25th November 2014 was presented by the Chairman, Cllr Matthew Stringer.

**PUBLIC
PARTICIPATION**

Mr. Charles Eardley-Wilmot referred to the recent tragic accident on the M4 caused by a wild boar and suggested that Council asks DEFRA if there any farms with wild boar in the area and what the procedure is in place if one escapes.

10/15. It was proposed by Cllr Matthew Stringer, seconded by Cllr Benj Emmerson and unanimously agreed that the report is adopted.

**PLAYING FIELDS
AND CEMETERY**

11/15. The report of the Playing Fields and Cemetery Committee meeting held on 27th November was presented by the Chairman, Cllr Clive Parkinson.

12/15. It was proposed by Cllr Clive Parkinson, seconded by Cllr Graham Lanfear and unanimously agreed that the report is adopted.

**FINANCE &
POLICY**

13/15. The Finance and Policy Committee meeting held on 11th December 2014 was presented by the Chairman, Cllr Bob Griffin.

Matters Arising:-

(a) Creating a Dementia Friendly Community

14/15. Cllr Clive Parkinson reported that he will be attending the launch of the South Gloucestershire Dementia Action Alliance on 12th January and hopes to be able to put forward options at the next Committee meeting.

15/15. It was proposed by Cllr Bob Griffin, seconded by Cllr Guy Rawlinson and unanimously agreed that the report is adopted.

**TOWN
DEVELOPMENT**

16/15. The report of the Town Development Committee meeting held on 11th December 2014 was presented by the Chairman, Cllr Maggie Tyrrell.

Matters Arising:-

(a) South Gloucestershire Council – Town Centre Parking Review

17/15. Cllr Maggie Tyrrell reported that as objections had been raised to some of the proposals in the Town Centre Parking Review it will therefore have to be reconsidered at the Area Forum meeting on 4th March. If the Area Forum agrees to continue with the scheme the work should be done within two to three weeks. However, if they fail to agree it will have to go back out to consultation.

18/15. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Chris Clifford and unanimously agreed that the report is adopted.

PLANNING APPLICATIONS 19/15. Council considered a number of planning applications and their comments for forwarding to South Gloucestershire Council are shown on the attached schedule.

FINANCIAL STATEMENT 20/15. The Financial Statement for December was received and noted.

ACCOUNTS FOR PAYMENT 21/15 The following accounts now due for payment were proposed by Cllr Benj Emmerson and seconded by Cllr Chris Clifford for payment to be approved:-

Central Services

British Telecommunications plc	Telephone bill – Town Hall	329.07
The Consortium	Cleaning equipment	107.33
EDF Energy	Electricity Bill – Town Hall	478.01
Postage by Phone – Pitney Bowes	Franking machine top-up	160.80
SLCC	Membership renewal 2015	260.00
Yate Supplies Ltd	Black sacks	72.42

Playing Fields & Cemetery

British Telecommunications plc	Telephone bill – MPF	26.20
Brass Founders	Brass plaque	219.17
Brass Founders	Brass plaque	155.21
Charles Wilson Engineers ltd	Hire of digger	479.28
EDF Energy	Electricity Bill – Cemetery	30.17
GAP Supplies Ltd	Taps etc	116.20
Thornbury Motors Ltd	Petrol	59.58
Travis Perkins	Cement Mixer	336.18
Countrywide	Boots	59.99

Environment

Landcare	Tree planting	1018.80
Thornbury Motors Ltd	Petrol	19.86

Land & Property

Hawkins of Thornbury	Mastic	4.20
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Grants & Contingencies

Andrew Gillingham	Mayoral photograph	98.60
Plastor Ltd	Storage Boxes for Christmas Lights	219.00

APPROVAL OF FINANCIAL ESTIMATES 2015-16 22/15. The amendments to the Financial Estimates for 2015-16 agreed at the Council meeting of 4th December 2014 were tabled for ratification. With these amendments the total precept requirement will be £456,453, a reduction of 0.2% compared to last year.

PRECEPT REQUIREMENT 23/15. It was proposed by Cllr Benj Emmerson, seconded by Cllr Clive Parkinson and unanimously agreed to formally set the precept requirement at £456,453.

APPOINTMENT OF INTERNAL AUDITOR 24/15 The Clerk recommended re-appointing Mr. Iain Selkirk as Council’s internal auditor for 2014/15. Cllr Graham Lanfear commented that he thought it prudent to change auditors from time to time and the Clerk said this does happen with the external audit and it has changed recently from Mazars to Grant Thornton.

It was unanimously agreed to re-appoint Mr. Iain Selkirk for the internal audit of the 2014/15 accounts.

**PERIOD OF
PURDAH**

25/15. The Clerk informed members' that at the last election, the Head of of Electoral Services, Stuart Hook advised that, as the Town Council is a political council the rules of purdah (pre-election period) should be adhered to and no meetings held between the formal calling of the election and the actual election date. It was agreed that Council observe the rules of purdah and give delegated powers to the Clerk and two members to sign cheques for the period between 30th March 2015 and 7th May 2015.

**REPRESENTATIVE
REPORTS**

Cllr Neil Halsall had given a report of matters raised at the Town and Parish Forum meeting held on 7th January earlier in the meeting.

THORNBURY TOWN COUNCIL**CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 8th January 2015 (Circulated)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
18.12.14	PT14/4844/F	3 Upper Bath Road	Erection of a two storey detached building to form 2 no. self-contained flats with parking and associated works. (Re-submission of PT14/1697/F)	P	No objection	
22.12.14	PT14/4617/F	Westerleigh Quarry Road Alveston	<i>(Adjoining Parish Consultation)</i> Demolition of existing dwelling to facilitate the erection of 1 no. pair of semi-detached dwellings with access and associated works.	NP	No comment	
29.12.14	PT14/4887/F	Rockleaze Colin close	Erection of a scooter store/garage.	P	No objection	
29.12.14	PT14/4929/CLP	Churnmead Farm Kington Road	<i>(Adjoining Parish Consultation)</i> Application for a Certificate of Lawfulness for the proposed construction of an access track.	NP	No comment	
31.12.14	PT14/4996/F	Hollytree Farm Morton Street	Erection of single storey side extension to form store.	P	No objection	

THORNBURY TOWN COUNCIL**CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 8th January 2015 (to be tabled)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
05.01.15	PT14/4713/F	38 Pentland Avenue	Erection of single storey rear extension to form additional living accommodation.	P	No objection	
07.01.15	PT14/4904/F	Barmers Land Farm Woodlands Road Tytherington	<i>(Adjoining Parish Consultation)</i> Construction of acoustic bund and associated planting.	NP	No comment	
08.01.15	PT14/4907/PDR	18 Finch Close	Erection of single storey rear and side extension to form additional living accommodation.	P	No objection	