

**REPORT** of the Meeting of the Finance and Policy  
Committee held 25<sup>th</sup> May 2016

---

*Present:* Cllr: Alan Carman (Chairman)

Cllrs: Bob Griffin  
Benj Emmerson  
Helen Harrison  
Shirley Holloway  
Clive Parkinson  
Matthew Stringer  
Angela Symonds

Sandra Richardson (Deputy Clerk)  
Mary Sealey (Administrator)

---

**1. APOLOGIES FOR ABSENCE**

Cllrs: Maggie Tyrrell (Other Meeting)  
Guy Rawlinson (Out of Thornbury)

**2. POLICE MATTERS**

PCSO Matt Horton was in attendance and reported on the following matters:-

- There had been further trouble with youths on Oakleaze Green but the situation was being monitored.
- There had been a spate of burglaries from chemists in the town and those concerned had been given advice on prevention from the police.
- There are still the ongoing problems at Dags Allotments and several sheds had been broken into and damage caused.
- A man wanted on warrant was arrested in the High Street.
- There was an ongoing investigation into money laundering with two people having been arrested.
- A motorbike was damaged in the High Street.
- There had been an assault on the security guard at Tesco.
- An ongoing investigation was being carried out on the burglary of six bottles of alcohol from the Co-Op.

Thanks were given to PCSO Matt Horton and he left the meeting

*Janet Rowse of Sirona and Ben Bennett of South Glos Clinical Commissioning Group were in attendance and it was agreed to take Item 4(a) as the next item of business*

4 (a) Thornbury Hospital/Health Centre Development

*Cllrs Clive Parkinson and Shirley Holloway declared a personal interest as trustees of Thornbury Hospital League of Friends.*

Ben Bennett began by informing members that Sirona are one of the main providers of health care and run Henderson Ward and out patients at Thornbury Hospital. In previous years many options had been considered for the hospital and health centre but the past two years had been spent focussing on replacing them and plans were being drawn up to provide nursing home and extra care beds alongside a new health centre. There has been a vast reorganisation in the NHS over the past three years and following this the hospital is owned by NHS property services and services provided are the domain of Sirona so co-ordinating the project has been a task but it is thought that a vast amount of progress has now been made.

Thornbury hospital provides a re-hab centre especially for the elderly and the CCG were investigating the whole population for services that will work in the long term. It was hoped to provide further home care but also 20 beds on Henderson Ward and 30-40 at Southmead with 30 to 40 beds at various nursing homes and so it was hoped to have 80-100 beds at different levels and also to support Sirona in its home care. At present CCG were looking at two sites, Thornbury and Frenchay and it was envisaged to have 40-45 NHS beds integrated alongside nursing home beds giving up to 70 beds plus providing extra care housing on both sites. Work has been carried out with North Bristol Trust on how to make the land available for development and the Trust had agreed to sell this land in principle. The next step would be detailed planning which it was hoped would lead to some development next spring.

The Health Centre is a separate issue and Sirona with North Bristol Trust will continue to be in consultation with the practises in Thornbury to ensure that primary care works effectively within the community. They will be considering how services will be delivered and to what extent the development of both sites will come together to enable this.

Cllr Shirley Holloway expressed her delight that the hospital site was moving on but questioned how affordable it would be to rebuild. Janet Rowse explained that Sirona has no capital available for development but would be looking for an investor who would develop a purpose built site and then lease it back long term so getting a return on their investment.

*Cllr Helen Harrison entered the meeting.*

Cllr Clive Parkinson questioned the bed space numbers that it was hoped would be available. Ben Bennett replied that at present it was hoped there would be some flexibility on bed numbers but Cllr Clive Parkinson felt that more than the proposed ten would be necessary to solve the problem of bed blocking in hospitals in the area. He was informed that one of the local problems at present was that there were not enough community services to enable patients to return home but that of course they would be working to provide this help. In the longer term they may have to look at creating even more beds to cope with the ever increasing older population. However, it was not possible to continue to provide more and more beds and it would be better to investigate community services so as to help with the situation.

The question of outpatients provision was raised by Cllr Clive Parkinson and he was assured by Janet Rowse that they will continue to be provided within the development. She continued that work would be carried out with South Gloucestershire Council planners, clinical teams and social care teams to ensure that a building to be proud of was provided for the community and that this was a significant development for Sirona.

Cllr Shirley Holloway reminded both parties to consider that Thornbury looked as if it would increase rapidly in population due to further proposed housing developments in the area.

*Janet Rowse and Ben Bennett were thanked for their time and left the meeting*

### **3. ELECTION OF VICE CHAIR FOR THE ENSUING YEAR**

It was proposed by Cllr Benj Emmerson, seconded by Cllr Matthew Stringer and agreed that Cllr Helen Harrison be elected as vice chair for the ensuing year.

#### 4. MATTERS ARISING FROM LAST REPORT

##### (b) Safer and Stronger Community Group

Cllr Matthew Stringer reported that the date of the next meeting would now be 20<sup>th</sup> July 2016

##### (c) Youth Provision in Thornbury – Potential Changes to Youth Services Funding

Following a request from the last meeting for Penny Baker to provide a submission such as she would for a South Gloucestershire Council grant a letter and information had been tabled. Cllr Clive Parkinson informed members that as Council's representative on the stakeholder group, he could report that Krunch were carrying out a valuable job. He then proposed that £10,000 requested by the group be granted.

The deputy clerk advised members that the requested audited accounts had been received and Cllr Shirley Holloway felt that it was unusual not to have received any. Cllr Clive Parkinson informed committee that he had seen the figures and when questioned gave assurances that he was very satisfied with the accounts and that the shortfall could not be delivered from South Gloucestershire Council. On this information members unanimously agreed to grant £10,000 as requested by Krunch.

##### (d) Creating a Dementia Friendly Community

It was reported that the next meeting of the group would be in mid June.

##### (e) Police Premises in the Town Hall

The Deputy Clerk reported that the police office in the Town Hall was now up and running and it was agreed to remove this item from the agenda.

##### (f) Retirement of Town Clerk and Appointment of Successor

Following the interviews for the appointment of Town Clerk, Clare Nelmes had been appointed and would be in place on 20<sup>th</sup> June.

Graham Smith, another candidate for the position had been offered, on a temporary consultancy basis, the job of RFO, until Clare was in place and had had time to observe the workings of this council.

##### (g) Policy for Street Naming

Research had shown that there were no guidelines for producing a policy for street naming but that members of the working party would need to make some recommendations in the near future as council may well be asked for further road names due to the extra proposed developments. It was confirmed that members of the working group would now be Cllrs Benj Emmerson, Bob Griffin, Shirley Holloway and Maggie Tyrrell. Cllr Guy Rawlinson advised that following a recent meeting of the Heritage Trust it had been suggested that field names from the 1841 map of the area be used.

##### (h) Lease of the Offices at 67 High Street

Members were informed that Age UK had accepted the proposed lease that would cover the same terms as in the previous lease and this would be formalised in the near future.

It was then 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.3 Part 1 of Schedule 12A of the Act.

On return to open session members resolved that Cllr Shirley Holloway at the previous meeting had asked if parking provision at the Bakery Annexe was a necessity

(i) Changes to the Library Service

Information on the usage of the library service and contribution by some of the parish council's in the area had been circulated and the information noted.

**5. MATTERS IN PROGRESS**

(a) Mayors Youth Award

Cllr Helen Harrison informed members that she would be reintroducing the Mayors Youth Award in her year as Mayor and Chair of Council. She had amended the criteria to have three age groups, primary school, secondary school and sixth form students with a £50 prize per group to be given to a charity of the winners choice. Also it would be stated that organisations could submit more than one applicant which had not been the case in the past. The winners would be announced at the Annual Town Meeting as opposed to the Annual General meeting of Council. Members welcomed the information.

(b) Three Year Business Plan

Cllr Alan Carman informed members that at a recent informal meeting with the Town Clerk designate the matter of a business plan to give focus to Town Council and inform residents of its purposes and values had been mentioned. This would be explored further with Clare Nelmes once she is in place.

(c) Termination of Tenancy at the Flat 67 High Street.

The tenant at the flat 67 High Street had given notice and now vacated the premises. Measures would be put in place to gain a new tenant as soon as possible.

**6 FINANCIAL STATEMENT**

The financial statement for April 2016 was presented to committee and the information noted.

**7. ACCOUNTS FOR PAYMENT**

(a) Resolved that the following account paid out of meeting be approved:-

South Gloucestershire Council	Rates (May) – Town Hall	1305.00
South Gloucestershire Council	Rates (May) – Cemetery	281.00
British Telecom	Telephone Bill	393.23
EDF Energy	Electricity Bill	373.04
EDF Energy	Electricity Bill	81.41
Corona Energy	Gas Bills	376.64

(b) It was proposed by Cllr Matthew Stringer, seconded by Cllr Bob Griffin and unanimously agreed that the following accounts now due for payment be approved:-

**Central Services**

Petty Cash		100.00
The Consortium	Handwash and stationery	97.59
The Consortium	Cleaning utensils and stationery	182.43
Hawkins of Thornbury	Window catch & door handles	27.53
Postage by Phone – Pitney Bowes	Franking machine top up	160.80
Yate Supplies Ltd	Heavy Duty Bin Liners	62.18
Danwood	Meter Reading – Copier	32.83
Consortium	Cleaning Materials	17.99

BIG Interactive	Computer, Keyboard & Mouse	250.00
SUEZ	Recycling	249.80
Zurich	Insurance	4965.74

### **Playing Fields & Cemetery**

Abbey Loos Ltd	Hire of toilet unit & collection	99.60
Countrywide Farmers plc	Work boots	44.99
St Mary's Church Trust	Petrol for mowers	47.18
Sullivans Machinery	Gearbox	111.19
Sullivans Machinery	Spark Plug and Assembly Head	93.72
Thornbury Motors Ltd	Petrol	71.27
Veolia ES (UK) Ltd	Waste collection	168.84
Veolia ES (UK) Ltd	Waste collection	312.60
Yate Supplies Ltd	Black sacks	100.56
Wards & Co (Letters) Ltd	Signs	174.00
T H White Ltd	Machinery Guard	134.06
T H White Ltd	Assembly Unit/Head Gasket	119.26
Travis Perkins	Clear Adhesive	25.20
Travis Perkins	Cutting Disc	18.00
Matrix BES Ltd	Repair to outside light	372.00
GAPS Supplies Ltd	Play Equipment Repairs	77.02
Brass Founders	Brass Plaque	124.66
James Latham	Buffalo Board – Play Equipment	76.60
Zurich	Insurance	3353.48

### **Land & Property**

Newey & Eyre	Electrical light fittings	119.56
Zurich	Insurance	451.43

### **Environment**

Camphill Communities Thornbury	Supply wooden bench	205.00
Thornbury Motors Ltd	Petrol	47.50
Ward & Co (Letters) Ltd	Signs	4782.00
Zurich	Insurance	548.17

### **Grants & Contingencies**

Helen Harrison	Mayor's Allowance	1000.00
Zurich	Insurance	3885.80

## **8. CORRESPONDENCE**

### (a) South Gloucestershire Council – Replacement of Community Grants with Members Awarded Funding Consultation

The information on the above consultation had been e-mailed with the agenda and was noted. Members agreed that South Gloucestershire Council should reinstate the Area Forum and make committee grants available once again. It was felt that the proposals led to less money available and should not be left to the discretion of one councillor which could result in them being in an invidious position.

### (b) South Gloucestershire Council – Draft Hackney Carriage and Private Hire Licensing Policy 2015-2020

The information on the above consultation had been emailed with the agenda and was noted.

(c) Avon and Somerset Police – Grant Application for Trickster/Scambuster Information

PCSO Sheryl Drewitt of the Thornbury beat team was looking to have an informative afternoon tea for the elderly residents of the town where a specialised theatrical group would give a performance highlighting rogue traders etc. and how not to be a victim. It was proposed by Cllr Shirley Holloway, seconded by Cllr Benj Emmerson and unanimously agreed that a grant of £300 be given to the project.

(d) Jigsaw – Grant Application

*Cllr Helen Harrison declared a pecuniary interest and left the meeting*

Jigsaw, a Thornbury based organisation serving 90 families with children with additional needs and disabilities requested grant aid to be able to extend their supply of special educational needs equipment and support offered. After some discussion it was proposed by Cllr Benj Emmerson, seconded by Cllr Shirley Holloway and unanimously agreed that £750 be granted to the group.

(e) Art in the Community

It was hoped to set up an art group for young people with special needs to put on an art exhibition in May 2017. Money was requested for drawing materials to start the group. It was proposed by Cllr Shirley Holloway seconded by Cllr Benj Emmerson and unanimously agreed that £250 be granted for the project.

(f) Thornbury Community Garden

The community garden lawn mower had broken beyond repair and a new one was need urgently. After some discussion it was proposed by Cllr Clive Parkinson, seconded by Cllr Benj Emmerson and unanimously agreed to grant £150 to the Community Garden.

**9. INCOME AND EXPENDITURE ACCOUNTS FOR 2015-16 AND RE-ALLOCATION OF FORWARD BALANCES**

(a) Land and Property

Draft Income and Expenditure Accounts for 2015-16 were received and noted.

A comparison of actual balances with 2015 revised projection showed a total of £1,102.62 available for re-allocation.

Agreed that the re-allocation be made as follows:-

Deposit Flat 67 High Street	£937.00
Uncommitted	£165.62

(b) Central Services

Draft Income and Expenditure Accounts for 2015-16 were received and noted.

A comparison of actual balances with 2015 revised projection showed a total of £36,061.62 available for re-allocation

Agreed that the re-allocation be made as follows:-

Lift Repairs	£ 2,000.00
Heating & Lighting	£15,000.00
Carpets Town Hall	£ 3,000.00

Wages & Superannuation	£10,000.00
Uncommitted	£ 6,061.62

(c) Grants and Contingencies

Draft Income and Expenditure Accounts for 2015-16 were received and noted.

A comparison of actual balances with 2015 revised projection showed a total of £41,336.93 available for re-allocation.

Cllr Clive Parkinson informed members that the Pavilion roof at the Mundy Playing Fields was in a bad state of repair and would require replacing and quotes were awaited but it was thought that the cost would be approximately £20,000. He proposed, as chair of Playing fields and Cemetery, that this sum of money be set aside from contingencies. It was seconded by Cllr Bob Griffin and unanimously agreed.

Agreed that the re-allocation be made as follows:-

Election Expenses/Reserves	£ 6,000.00
Small Grants	£ 2,000.00
Museum Gas Bill Arrears	£ 3,800.00
Pavilion Roof Replacement	£20,000.00
Working Balance & Contingency	£ 9,536.93

**10. SCHEDULE OF PUBLICATIONS**

No publications had been received.