

THORNBURY
TOWN COUNCIL

Minutes of the Meeting of the Town Council
held on Tuesday 10th November 2015 in the Council Chamber

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

Cllrs. Lesley Tuck (nee Jones)
Pam Shipp
Vincent Costello
Benj Emmerson
Clare Fardell
Maggie Tyrrell
Gail Whitehead
Clive Parkinson
Matthew Stringer
Bob Griffin
Angela Symonds
Shirley Holloway (*late arrival*)

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

Apologies: Cllrs. Helen Harrison (Out of Thornbury)
Alan Carman (Indisposed)
Martin Trueman (Work Commitment)

187/15. The Chairman opened the meeting and welcomed Aaron Sims, the new Thornbury Gazette reporter.

PUBLIC
PARTICIPATION

Mr. Charles Eardley-Wilmot spoke about the current road works at Butt Lane and the junction with Gloucester Road. He said he believes there has been no consultation prior to these works to the junction and installing traffic islands and he has been in contact with South Gloucestershire Council but still not received any details.
The Clerk confirmed that she had received a response from South Gloucestershire Council giving details of the road works planned for the new developments. There had been no consultation but members had been circulated with South Gloucestershire Council's response.

CHAIRMAN'S
REMARKS

188/15. Cllr Guy Rawlinson, in his capacity as Chairman of Thornbury in Bloom presented the Council with the Thornbury in Bloom Special Commendation Cup and a Gold Award Certificate in the Commercial Premises category for the Town Hall.

189/15. Cllr Guy Rawlinson gave details of the following Mayoral events he had attended since the last full Council meeting:-

- (i) Presiding over the Thornbury in Bloom Awards afternoon in the Armstrong Hall.
- (ii) Attendance at Thornbury Musical Theatre Group's production of Calamity Jane.
- (iii) Thornbury Hospital League of Friends AGM and talk by Alice Leaper.
- (iv) Re-opening of 'Heritage' gift shop after it was damaged by fire.
- (v) Helping to light the bonfire at the Thornbury Round Table Fireworks Night held in the Mundy Playing Fields.
- (vi) Remembrance Sunday Service at St. Mary's Church and laying of the wreath at the War Memorial on behalf of the Town Council.

MINUTES OF COUNCIL MEETING

190/15. The minutes of the Council Meeting held on 6th October 2015 were proposed as a correct record by Cllr Clare Fardell, seconded by Cllr Maggie Tyrrell and signed by the Chairman.

MATTERS ARISING

None.

MINUTES OF COUNCIL ESTIMATES

191/15. The minutes of the Council Estimates meeting held on 22nd October 2015 were proposed as a correct record by Cllr Clare Fardell, seconded by Cllr Maggie Tyrrell and signed by the Chairman.

MATTERS ARISING

None.

CORRESPONDENCE

Acknowledgment Letter

192/15. A thank you letter for a grant given had been received from South Gloucestershire Citizens Advice Bureau.

Rough Sleepers Count

193/15. An e-mail had been received from Elaine Clifton, Senior Home Choice Officer for South Gloucestershire Council asking for notification of any people sleeping rough in the Parish during the night of 18th November.

ENVIRONMENT COMMITTEE

194/15. The report of the Environment Committee meeting held on 13th October 2015 was presented by the Chairman, Cllr Matthew Stringer.

Matters Arising:-

(a) **Fairtrade Status**

195/15. Cllr Gail Whitehead was pleased to report that the town has now received Fairtrade Status, which will run until 30th October 2017. The certificate will be placed in the entrance of the Town Hall.

196/15. It was proposed by Cllr Matthew Stringer, seconded by Cllr Gail Whitehead and unanimously agreed that the report is adopted.

PLAYING FIELDS AND CEMETERY

197/15. The report of the Playing Fields and Cemetery Committee meeting held on 15th September 2015 was presented by the Chairman, Cllr Clive Parkinson.

PUBLIC PARTICIPATION

Mr. Charles Eardley-Wilmot referred to item 2(a) of the report regarding his request for consideration to be given to the construction of a pavilion on Chantry Field. Mr Eardley-Wilmot gave his version of the history of Chantry Field for the benefit of new councillors and said, with over 850 houses being built in the town it is now an opportunity for the Town Council to construct a pavilion with a caretakers flat above similar to the pavilion in the Mundy Playing Fields. He said he would like his request referred back to the committee for further discussion.

Matters Arising:-

(a) **War Memorial – Repairs**

198/15. Cllr Clive Parkinson reported that they are very pleased with the work by Bristol Stone Masonry on the War Memorial at St. Mary's Church and thanked the Clerk for her work in arranging the refurbishment.

(b) Development of Land at Poulterbrook

199/15. Cllr Clive Parkinson reported that the ground works are now complete and germination of the grass seed has been good. He also commented that the last two weeks of rain has proved that the drainage system is working well. The condition of the pitches will be assessed next year to ascertain when play can commence in 2016.

(c) Chantry Field

200/15. Following Mr. Eardley-Wilmot's request during public participation, Cllr Clive Parkinson stated that Club Thornbury had considered a project some years ago to build changing rooms and toilet facilities but decided not to go ahead. As the Council's nominated representative on Club Thornbury, Cllr Clive Parkinson said he is happy to raise the issue again.

(d) Thornbury Town Football Club

201/15. Cllr Clive Parkinson reported that Thornbury Town Football Club are playing well and may be appointed to a higher league. If they go up a league further enhancements will be required to the ground to conform to new compliances. With this in mind the Committee will have to ensure that any enhancements are compatible with Mrs. Mundy's wishes when she left the playing fields to the town.

It was proposed by Cllr Clive Parkinson and seconded by Cllr Bob Griffin that the report is adopted, with one abstention.

**FINANCE &
POLICY**

202/15. The report of the Finance and Policy Committee meeting held on 29th October 2015 was presented by Cllr Guy Rawlinson.

203/15. It was proposed by Cllr Guy Rawlinson, seconded by Cllr Matthew Stringer and unanimously agreed that the report is adopted.

(Cllr Shirley Holloway entered the meeting)

**TOWN
DEVELOPMENT**

204/15. The report of the Town Development Committee meeting held on 27th October 2015 was presented by the Chairman, Cllr Maggie Tyrrell.

**PUBLIC
PARTICIPATION**

Mrs. Joan Hall circulated a letter she had received from Rob Wiltsher of South Gloucestershire Council in response to her request for 'SLOW' road markings at the upper end of Gloucester Road. Mr. Wiltsher had informed that they will normally only paint such road markings in an area where there is existing warning signage and in the case of Gloucester Road this will just be at the existing mini roundabout sign, which Mrs. Hall said is far too close to the roundabout.

Matters Arising:-

(a) Traffic Calming Measure to and from Mini Roundabout – Gloucester Road

205/15. Cllr Maggie Tyrrell referred to the letter Mrs. Hall had received from Rob Wiltsher and said she had members' support and thought it would be a good idea to meet the Highways Engineer on site.

(b) Hedgerow Destruction Adjacent to Park Farm Development

206/15 Cllr Clare Fardell reported that following a site meeting with the South Gloucestershire Council's Hedgerow Officer, it was clear that the developer had not

protected the hedgerow as they should have done and Councillors were grateful to local residents for pointing this out.

207/15. It was proposed by Cllr Maggie Tyrrell, seconded by Cllr Shirley Holloway and unanimously agreed that the report is adopted.

PLANNING APPLICATIONS

208/15. Council considered a number of planning applications and their comments for forwarding to South Gloucestershire Council are shown on the attached schedule.

RETIREMENT OF TOWN CLERK

209/15. Cllr Guy Rawlinson informed members that he has acknowledged the letter of resignation he received from the Town Clerk, Judith Payne who wishes to retire on 1st April 2016.

210/15. Cllr Clive Parkinson wished to minute Council's thanks to Judith for her fourteen years service as Town Clerk and the Chairman said it will be marked appropriately next March.

APPOINTMENT OF TOWN CLERK

211/15. Cllr Guy Rawlinson updated members on the recruitment process. An advertisement has been placed on the SLCC website, the Opportunities website, South Gloucestershire Council website and Town Council's own website with a closing date of 13th November.

MEMBERSHIP OF NALC/ALCA

212/15. Cllr Guy Rawlinson said that in looking at the recruitment of a new Town Clerk, it had become evident that it could be useful to renew our membership to the National Association of Local Councils for a level of support both with recruitment and legal matters. The cost of annual membership is £1,100 and pro rata to 31st March 2016 will be £367. Cllr Guy Rawlinson therefore proposed renewing Council's membership, this was seconded by Cllr Clive Parkinson and unanimously agreed.

ACCOUNTS FOR PAYMENT

213/15. (a) Resolved that the following accounts paid out of meeting be approved:-

Veolia ES (UK) Ltd	Waste collection	441.98
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(b) The following accounts now due for payment were proposed by Cllr Matthew Stringer and seconded by Cllr Lesley Tuck for payment to be approved:-

Central Services

Petty Cash		100.00
British Telecommunication	Telephone bill	308.14
Danwood Group Ltd	Extra copy charge	42.84
EDF Energy	Electricity bill	260.09
Newey & Eyre	Light fittings	26.82
Pitney Bowes	Postage meter	65.54

Playing Fields & Cemetery

Abbey Loos	Toilet block hire	105.60
British Telecommunications	Telephone bill	28.74
Countrywide Farmers plc	Swarfega	28.99
EDF Energy	Electricity bill	15.19
EDF Energy	Electricity bill	96.27
Newey & Eyre	Light fittings	89.91
Thornbury Motors Ltd	Petrol	46.16
Travis Perkins	Cement	20.04
Veolia ES (UK) Ltd	Waste collection	165.43

Playing Fields & Cemetery

Veolia ES (UK) Ltd	Waste collection	306.02
T H White Ltd	Repairs	174.12
T H White Ltd	Belt	48.19
T H White Ltd	Repairs to tractor	8,429.86
Almondsbury Garden Centre	Wall flowers	488.88
Countrywide Farmers plc	Boots and gloves	62.98

Environment

Thornbury Motors Ltd	Petrol	30.77
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Grants & Contingencies

Murray Hire Centres Ltd	Diesel	154.80
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REPORTS FROM REPRESENTATIVES ON OTHER BODIES

William Stephens Charity

214/15. Cllr Bob Griffin reported on his attendance at the annual meeting of the William Stephens charity held on 28th October 2015. Mr. Belbin has stepped down as Trustee and Mr. Ian Bell was voted in as both Chairman and Acting Clerk. They asked at the meeting if Council was going to nominate a member to replace Chris Clifford, Cllr Bob Griffin said he is happy to continue as Council's representative but could see no reason to nominate additional members.

THORNBURY TOWN COUNCIL**CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 10th November 2015 (Circulated)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
28.10.15	PT15/4552/F	First Floor 24 High Street	Repairs to rear elevation like for like. Alteration to roofline to include formation of glazed roof lantern. Extension of rear pitched roof to provide covered area.	P	No objection.	
28.10.15	PT15/4553/LB	24 High Street	Repairs to rear elevation like for like. Alteration to roofline to include formation of glazed roof lantern. Alteration to doors and windows. Extension of rear pitched roof to provide covered area.	P	No objection, subject to approval by the South Gloucestershire Council Listed Building Officer.	
30.10.15	PT15/4703/F	Public Convenience Quaker Lane	Demolition of public convenience in Conservation Area. Erection of 1 no. dwelling and associated works.	P	No objection.	

THORNBURY TOWN COUNCIL**CODE**

P – Plans available for inspection at Town Hall

NP – No plans available

PLANNING APPLICATIONS considered on 10th November 2015 (to be tabled)

DATE	REF. NO	LOCATION	PROPOSAL	CODE	COMMENT	PLANNING DECISION
06.11.15	PT15/4807/F	Ashby Cottage Crossways Lane	Erection of two storey side extension to form additional living accommodation, the conversion and extension of existing detached garage to form single storey annexe ancillary to main dwelling and erection of detached car port.	P	OBJECT – This proposed substantial building is outside the town development boundary and is out of keeping in a rural setting.	
09.11.15	PT15/4552/F	First Floor 24 High Street	<i>Revised plans received on the 6th November 2015.</i> Repairs to rear elevation like for like. Alteration to roofline to include formation of glazed roof lantern. Extension of rear pitched roof to provide covered area.	P	No objection.	
09.11.15	PT15/4553/LB	24 High Street	<i>Revised plans received on the 6th November 2015.</i> Repairs to rear elevation like for like. Alteration to roofline to include formation of glazed roof lantern. Alteration to doors and windows. Extension of rear pitched roof to provide covered area.		No objection, subject to approval by the South Gloucestershire Listed Building Officer.	