



# ANNUAL REPORT 2010/2011

Presented to the Annual Town Meeting at  
St John's Church Hall on 11 April 2011

Keynsham Town Council is the "parish council" for Keynsham. Based at 15-17 Temple Street, Keynsham, it was established in 1991 and provides for services such as play area, dog bins, basketball facilities at Teviot Road and Holmoak Road, floodlit multi sport site & skateboard park at Memorial Park, football pitches & pavilion at Manor Road, Cemetery and Chapel at Durley Hill, bus shelters, roadside seats/litter bins, public notice boards and maintenance of green footpaths within Keynsham town.



## Report by the Chairman of the Town Council - Councillor Roy Staddon

The Town Council continues its role as the "**Voice of Keynsham**" in its dealings with B&NES and other agencies as well as providing high quality services to the community. It is proud of its status as a Quality Town Council, its Power of Well Being and a Fairtrade Town and strongly supports "**Keep it Local – Keep it Keynsham**".

The last municipal year has been a very busy one but very fruitful, exciting and interesting.

We saw a change in our Officers with the appointment of a new Town Clerk, Jo Swift, previously our Deputy Town Clerk and a new Deputy Town Clerk, Dawn Drury. Both are now settled in and doing sterling work.

Events of the year started with the opening of the new Skateboard facility which is in constant use by our young people with their skateboards, BMX bikes and scooters. This was followed with the opening of the new Bandstand which has staged many successful weekend performances thanks to the excellent work of Jules Allan who arranged all the events.

Our two well founded annual events, the Music Festival and the Victorian Evening were, as usual, a glowing success. The "Keynsham in Bloom" was successful with a continuing growing number of applicants and we are now extending ourselves by joining the "South West in Bloom" this coming year.

This year also saw the inception of a new event the "Youth Fest" which will take place at the start of the next municipal year in May. This will be an occasion for the young people not only to enjoy themselves but to show off their skills etc to the general public, proving that it is only a small minority of young people who gather in the streets causing anti-social behaviour.

Due to the cuts in Youth Services the Town Council are in the process of taking over the running of TimeOut, which will ensure the young people continue to have a safe and secure environment to learn new skills and to get advice and help in confidence with issues they feel they cannot raise with parents or teachers.

We are also pleased that young people now sit with us on the relevant committees voicing their views and aspirations.

Councillors have also been very active in B&NES led committees concerned with the future development of Keynsham especially the Town Centre.

The Town Council's Good Citizens Award, is now in its 4<sup>th</sup> year, and continues to attract nominations.

Thanks must go to our Council staff for their hard work in helping to make our events successful, both behind the scenes and at the events.

## Report by Chairman of the Allotments Committee – Councillor Roy Staddon

The Allotments Committee has met twice this municipal year and also the Chairman of the Town Council was invited to attend the AGM of the Allotments Association in February 2011.

Discussion on fencing on the West boundary continued and the Town Council has written to B&NES Council asking if they could include the boundary as part of a Section 106 agreement on the K2 development, and also to include allotment provision.

The Allotment Association requested that some or all of the 2010/11 budget be used to fence the rest of the East boundary.

It was agreed that £2,000 in the allotment capital expenditure budget could be used for fencing.

The Keynsham Allotment Association were to obtain two more quotes for the West boundary and three for the East boundary.

37 people were on the allotment waiting list as at 1 September 2010.



## Report by Chairman of the Internal Audit Committee – Councillor Keith Kirwan



This Committee was set up in 2007 as a requirement of the annual audit process. The purpose being to conduct an annual review of the effectiveness of the Town Council's system of internal control; recommending to Town Council that it publishes a Statement on Internal Control each year (statement of assurance) and assessing the scope of the Internal Audit, its independence, competence and audit planning and reporting. The Committee met in July 2010 when the Action Plan for risk management was received, a Review of Internal Audit took place and the Statement of Internal Control recommended for agreement by the Town Council. A Review of Standing Orders and Financial Regulations was also carried out by the Committee and these were approved by the Town Council at its meeting in November 2010.

## Report by Chairman of the Planning Committee - Councillor Tony Crouch



The Planning Committee meets every three weeks to consider planning applications forwarded from Bath and North East Somerset Council. The role of the Committee is to support, object and/or to provide comment and observations on those planning applications. Bath and North East Somerset Council is the determining authority, but they are obliged by law to consult the Town Council on planning proposals falling within our boundaries and there is general agreement on the decisions made.

During the year the Committee considered 123 applications, a decrease of 11 over the last year. Of the 107 decisions received this year, 94% of the Town Council's decisions agreed with B&NES Council's decisions (up 6% on last year).

Of the applications considered, the Committee objected to 29. The main reasons for objection included:

Applications that we felt constituted inappropriate development in the Green Belt (5 Applications)

Proposals we considered would lead to overdevelopment of the site (12 Applications)

Proposals that, if permitted, would likely give rise to potential traffic or access problems (4 Applications)

Proposals that would be out of keeping with the neighbourhood, and would adversely impact on the character and nature of the area (8 Applications).

The Committee has also been consulted on work to trees covered by Preservation Orders or located within the Conservation Area.

Members have continued to attend briefings on major developments in our area. This year saw the Chairman speaking at the B&NES planning committee meetings against applications for K2 and the Wellsway Sports Hall, both of which were refused by the Committee. We now await the forthcoming appeal for K2.

Unfortunately, due to financial restraints, B&NES decided to stop the planning surgery which took place weekly in the Town Council offices. This is a much missed facility for local residents.

## Report by Chairman of the Personnel Committee - Councillor Gill Hellier



June 2010 saw the retirement after 8 years, of the Town Clerk, Elaine Giles and our thanks were expressed to her at the Town Council meeting in May when two framed prints of old Keynsham were presented to her.

25 applications for the post of Town Clerk were received and a shortlist of 8 was drawn up. The interviews took place in June over 2 days. We were delighted to appoint Jo Swift, the Deputy Town Clerk, to the full time post. This appointment meant that further interviews took place, in July, for a Deputy Town Clerk and again we received a considerable number of applications and a short list of 6 were selected.

Dawn Drury was appointed and we welcomed her to the staff at the end of July. She lives in Burnett and is Parish Clerk at Compton Dando, so she is very familiar with the area.

We are taking over the running of Time Out in 2011/2012 and will be employing a full time youth worker plus support staff. This will be a new venture for the Town Council but it is essential we do so as otherwise this youth facility will close.

## Report by Chairman of Keynsham Young Peoples Liaison Group - Councillor Andy Wait

This meeting is attended by representatives of Keynsham Youth, Keynsham Town Council, B&NES Councillors, and Councillors from Salford Parish Council, Keynsham Police, and representatives from various Keynsham Community Groups and youth workers involved in TimeOut and detached youth work.

This year has probably been the most important for the Town Council and its work with the young people. After B&NES told the Town Council last year that it was closing TimeOut, a special meeting of the Town Council was held and they agreed at the meeting that we could not allow TimeOut to close.

Another event which has become established is the annual Youth Fest which this year is on Sunday 15<sup>th</sup> May. The event is a celebration of youth in Keynsham, bringing together all youth organisations that want to take part to show the community what excellence our young people are achieving. Sponsorship has been sought and the Town Council are also financially backing the event.

This year some very brave young people have attended our meetings and have been able to speak personally to us about their ambitions for Keynsham. This has been very refreshing and I am most grateful for their attendance. We have also formed closer links with the exciting developments at St John's Church, even holding one of our meetings at the new facility which was the old rectory. Through this group, we hope to work closely with the two services to ensure the best possible opportunities for our young people.

Keynsham is also lucky to be blessed with a number of volunteers and workers from other services such as the Police, Town Councillors, Community Action Groups, uniformed organisations, Churches Together and others who are all trying to work with young people. The Town Council will cooperate with any and all organisations who desire to work with the youth of Keynsham.

It is strongly believed that working with young people and giving them opportunities is essential for a healthy community in Keynsham. At this time of cuts in local services, it is even more important that our young people feel that they are listened to and are part of our community. That is why the Town Council feel that it is necessary to seek more funding for the people of Keynsham so that our young people retain the youth provision in the Town.



## Report by Chairman of the Arts Working Party - Councillor Tony Crouch

The Arts Working Party includes representatives from Keynsham Town Council, B&NES and Creativity Works with the post of the Keynsham Arts Development Worker, Jules Allan being funded mostly by the Town Council with a contribution from B&NES. There will be a challenge for the Town Council from the year 2011/12 onwards when we know that B&NES will be reducing funding available to the Arts as they in turn are financially challenged by the economic downturn.

The Town Council will make every effort to ensure that we maintain the 12 hours a week Arts Development Worker post. Jules has done a remarkable amount in that limited time to the benefit of the Town and I would like to place on record my thanks for what she has achieved.

Jules' post is 12 hours a week. Over the past two and a half years Jules has responded to Keynsham's cultural and artistic needs by developing a strategic plan of short-term and long-term projects and produced the 2009-2011 Keynsham Arts Plan and has now produced the 2011-2014 Keynsham Arts Plan.

Below are some of the projects she has managed in 2010:-

**Keynsham Creates Festival** — a month long project with over 200 people engaging in FREE arts taster workshops, facilitated by 15 local artists, professional and amateur.

**Photography Project** as part of the KC Festival — supported local volunteer photographers to document the festival then exhibited their work in the Bath Fringe Visual Arts Festival.

**Arts Surgeries** — supported 10 local artists in their arts projects and careers.

**The Arts Newsletter** — celebrating the arts in our local community.

**Breathing Space Project** — a pilot partnership project offering people with mental health issues a space to explore visual arts to support them with their well-being.

**Recipes for Life Project** — this is a partnership project with TimeOut, Keynsham Town Council Arts Development, Creativity Works, Suited and Booted & Bath Fringe Visual Arts Festival. The project involves young people working with local artists in a variety of art forms. The young people were consulted in what kind of art workshops they would like to take part in. Cake making with sweets and treats, photography and recycling textiles came out top ideas. They are now currently working on a health and arts application for their phones.

**Dance in the Park**—an inclusive dance project run by 'Dance Body Echo', working with people who have additional needs and able bodied ending with a dance performance in the park.

**The Keynsham Memorial Bandstand-13 events**, over 1000 people in total attended events at the Bandstand, including performances from brass bands, dancers, drumming & storytelling. Local companies, outreach projects and professional companies from further afield produced events.

**Arts Mentor Programme** — set up an associate artists project scheme supporting two emerging arts companies. Dance Body Echo and The Breathing Space Project.



## Report by Chairman of the Grants Working Party - Councillor Roy Staddon

**Keynsham Town Council**

# GRANTS

Keynsham Town Council is again offering grants to help voluntary, charity or public sector groups. Any organisations working for the benefit of Keynsham residents are entitled to apply

The Town Council continues to make funds available by means of a grant to local voluntary sector groups who work for the benefit of Keynsham residents.

The Working Party met in June 2010 to consider applications for financial assistance and recommended that grants of £20,898 be awarded to 36 organisations. The following applicants benefited from a grant:-

2386 (Keynsham) Squadron, 1<sup>st</sup> Keynsham Scout Group, Abbeyfield Keynsham & Saltford Society, Baby Comes Too, Cruse Bereavement Care, Bristol History and Arch. Society, Butterflies, Castle Primary School, Churches Together, Family Development Worker, Focus Counselling, Freeways, Friends of Manor Road Woodland, Fry Club Netball, Frys Hockey Club, Hop, Skip & Jump, In Tandem, J N Fear Hall, Keynsham & District Mencap, Keynsham Baptist Church, Keynsham Explorer Scout Unit, Keynsham Film Works, Keynsham Heritage Trust, Keynsham South Forum, Off-the-Record B&NES, Quarriers, Queens Road Methodist Church pre-school, Research Institute for the Care of the Elderly, St. Dunstons Church, St. Francis Church and Community Craft, St. Francis Church, St. Johns Church, Keynsham, St. Johns Mother & Toddler Group, Tea and Tots, Transition Keynsham.

In addition to the above SWAN Advice Bureau, Keynsham Citizens Advice Bureau, Keynsham Fairtrade Group, Dial-a-Ride and Totally Maracas continue to receive grants.

In July 2010 the Town Council held a Grants Presentation Evening at St. John's Church Hall where many of the successful organisations received their awards and were able to give a short talk about their group's activities in Keynsham.

The Working Party has already met in March this year in preparation for the 2011 Grants process to again support local voluntary sector organisations. Application forms will be available as of 6th April from the Town Council office, with the closing date for completed application forms being 13th May 2011.

## Report by Chairman of the Keynsham Market Working Party - Councillor Brian Simmons



The Keynsham Market Working Party was formed in May 2004 and the group includes members of Keynsham Town Council, Bath & N.E. Somerset Council, Keynsham Business Association and Somerset Farmers' Markets.

The Market has been running since October 2004, on the second Saturday of each month, and is now held outside in The Centre, by the Clock Tower from 9.00 a.m. to 1.00 p.m. Somerset Farmers' Market run the Market with advice and support from the Working Party, which meets 3 times a year to monitor progress and the Market celebrated its Sixth Anniversary in October, which included music, a prize draw and an Apple Day celebration.

There are now around 17 stalls selling local produce including cheese, meat, savoury type food, locally grown vegetables, artisan pies and pastries, baked goods and free range eggs, a soup stall and strawberry stall in the summer. The feedback from traders is that it is consistently good and there has been music at all the markets.

## Report by Chairman of the Victorian Evening Working Party – Councillor Gill Hellier

What a fantastic setting for this year's Victorian Evening - snow flakes settling on the horse and carriage bringing Santa and Daniel, our colouring competition winner, to the stage. Daniel helped Councillor Roy Staddon, Chairman of the Town Council, turn on the lights and St John's choir provided carols. It was very cold and the array of hot food, drink and mulled wine was gratefully received by all, particularly the stall holders, who said that they had had a very enjoyable and successful evening. It was fantastic to see that some shopkeepers and stall holders had dressed up for the occasion and judging took place for both the costumes and the window displays. Many thanks to them all - our ambition is to try and persuade more to do so and make the 2011 event one to remember.

The Committee is meeting soon to start planning this year's event. It would be very helpful to receive ideas regarding whether the Victorian Evening should be replaced by a more modern event or whether it should continue in the same theme but revert back to a true Victorian theme with more traditional stalls and no fairground events. It is a **Keynsham** Christmas event so anyone who has any ideas please let us know and if you wish to get involved and help plan the event, we would love to hear from you.



April 2011

# Keynsham Town Council

### EAST WARD

Cllr. Roger Clark—Liberal Democrat.....	0117 986 4855
Cllr. Clive Fricker—Conservative .....	0117 986 9250
Cllr. Stella Gill—Conservative .....	0117 986 8683
Cllr. Gillian Hellier—Conservative.....	0117 986 2945
Cllr. Andrew Wait—Liberal Democrat.....	0117 986 7389

### NORTH WARD

Cllr. David Brassington—Liberal Democrat .....	0117 986 7876
Cllr. Keith Kirwan—Liberal Democrat .....	0117 908 3546
Cllr. Aubrey Matthews—Conservative .....	0117 986 1339
Cllr. Brian Simmons—Conservative.....	0117 909 6596
Cllr. Katharine Simmons—Conservative.....	0117 909 6596

### SOUTH WARD

Cllr. Anthony Crouch—Liberal Democrat .....	0117 986 4648
Cllr. Christopher Davis—Labour .....	0117 986 1947
Cllr. Andy Halliday—Liberal Democrat.....	0117 986 5735
Cllr. Christine Kirwan—Liberal Democrat .....	0117 908 3546
Cllr. Royston Staddon—Labour .....	0117 986 7447



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