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To: All Members of the Bus Services Working Party Councillors Alex Beaumont, D Brassington, D Biddleston, E Cannon and A Greenfield

Substitutes – Councillors C Davis and M Burton

cc. All Other Town Councillors

Dear Member

You are requested to attend a meeting of the BUS SERVICES WORKING PARTY to be held in MakeSpace, 2 Riverside Terrace, Keynsham BS31 1HF on **Tuesday 30th April 2024 at 5.00 p.m.**

The agenda for the meeting appears below.

24th April 2024

Dawn Drury
TOWN CLERK

EMERGENCY EVACUATION PROCEDURE

When the continuous alarm sounds you must evacuate the building by the exit and proceed to the assembly point: grassed area past St. Cadoc House, Temple Street.

Arrangements are in place for the safe evacuation of disabled people.

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman for the duration of the Working Party.

2. APOLOGIES FOR ABSENCE

To receive apologies for absence.

3. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

4. BACKGROUND

At the meeting of the Town Council on 16th April 2024 it was RESOLVED:

That the Town Council approves a Working Party be set up to consider solutions to instigate a new community for Keynsham Residents with WECA funding.

5. NAME OF WORKING PARTY

It is suggested that the Working Party is called the **Bus Services Working Party**.

6. MEMBERSHIP

To note the following Town Councillor membership as agreed at the Town Council meeting on 16th April 2024:

Councillors Alex Beaumont, D Brassington, D Biddleston, E Cannon and A Greenfield.

Substitutes – Councillors C Davis and M Burton.

RECOMMENDED

To consider representatives from B&NES and ~~Transport Operator~~transport operators who should also be invited/co-opted.

7. OBJECTIVES/SOLUTIONS

RECOMMENDED:

To consider objectives/options/solutions that the Working Party wish to research.

e.g. Community Bus Transport Scheme.

8. TERMS OF REFERENCE

RECOMMENDED:

To consider the Terms of Reference on page 4.

9. DATE OF NEXT MEETING

RECOMMENDED:

To note that a Doodle Poll will be sent out to ascertain a date and time of the Working Party's next meeting.

Bus Services Working Party

NAME OF WORKING PARTY	BUS SERVICES
<p>MEMBERSHIP WITH VOTING RIGHTS</p>	<p>5 Members of the Town Council <u>(2 substitutes)</u></p>
<p>MEMBERSHIP WITHOUT VOTING RIGHTS</p>	<p>B&NES Transport Officer B&NES Councillor (Keynsham Ward) Dial-A-Ride Representative Other community representatives</p>
<p>TERMS OF REFERENCE</p>	<p>(i) To consider transport solutions to set up a new community bus service for Keynsham Residents and to look at possible improvements to existing services.</p> <p>(ii) To make recommendations to the Town Council on future community transport arrangements in Keynsham</p>
<p>DELEGATED POWERS</p>	<p>None – reports and makes recommendations to full Town Council</p>
<p>QUORUM</p>	<p>3 members of the Working Group, 2 of which must be Town Councillors.</p>
<p>FREQUENCY OF MEETINGS</p>	<p>As required until a successful solution has been identified</p>