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Dear Councillor

You are summoned to attend an EXTRA ORDINARY meeting of KEYNSHAM TOWN COUNCIL to be held in THE SPACE (ABOVE KEYNSHAM LIBRARY – ENTRANCE OPPOSITE ICELAND), MARKET WALK, KEYNSHAM on TUESDAY 21<sup>st</sup> January 2025 commencing at 7.00pm.

Signed on 14<sup>th</sup> January 2025

By Dawn Drury, Town Clerk

**EMERGENCY EVACUATION PROCEDURE**

**If the continuous alarm sounds, you must evacuate the building by one of the signed green running persons exits and proceed to the named assembly point.**

**Assembly point: Grassed area past St Cadoc House, Temple Street.**

**DO NOT USE THE LIFTS**

**COVID 19**

**Although there are no COVID regulations in place currently, Councillors and members of the public are reminded that COVID has not gone away.**

**If you are feeling ill or have tested positive for COVID, please do not attend this meeting, thank you.**

THIS MEETING MAY BE FILMED OR RECORDED (PLEASE REFER TO THE TOWN COUNCIL'S PROTOCOL ON THE FILMING AND RECORDING OF LOCAL COUNCIL AND COMMITTEE MEETINGS (adopted August 2014)).

**EXTRA ORDINARY TOWN COUNCIL AGENDA 21<sup>st</sup> January 2025**

**1. APOLOGIES FOR ABSENCE**

*RECOMMENDED:*

*To receive apologies for absence.*

2. **DECLARATIONS OF INTEREST**

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16<sup>th</sup> 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).

3. **DISPENSATIONS**

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary or non-pecuniary interests) prior to the item (s) being discussed, and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

**RECOMMENDED:**

*To receive/approve any requests for dispensations.*

4. **DATE OF NEXT MEETING**

**RECOMMENDED:**

To note that the Town Council's next ordinary meeting is after this meeting at 8.00 pm.

5. **EXCLUSION OF PRESS AND PUBLIC**

**RECOMMENDED:**

*In accordance with Standing Order 3(d) to RESOLVE that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of the matter to be transacted Items 6-9 to progress sensitive and financial issues.*

6. **PRESENTATION BY AN OFFICER AND ARCHITECT CONTRACTOR IN RESPECT OF THE KEYNSHAM MEMORIAL PARK 4 YEAR PLAN. (15 minutes to include Q & A)**

**RECOMMENDED:**

- (i) To receive, note and consider the presentation.*
- (ii) To approve the match funding.*

7. **RESTRUCTURING OF YOUTH SERVICE (Report in SharePoint file - password protected). Hard copies will be available at the meeting)**

**RECOMMENDED:**

- (i) To receive, note and consider the recommendations within the report.*
- (ii) To approve the recommendations.*

8. 2025/2026 BUDGET (In the SharePoint file. Hard copies will be available at the meeting)

*RECOMMENDED:*

- (i) To receive and note the budget including the recommendations in respect of salaries from the Personnel Committee meeting on 8th January 2025 and Finance and Policy Committee meeting of 14<sup>th</sup> January 2025*
- (ii) To receive a recommendation from Finance and Policy Committee to approve the final budget for 2025/2026.*
- (iii) To approve the Earmarked Reserves Drawdown.*
- (iv) To approve the General Reserves.*
- (v) IMPORTANT NOTE – a new budget has been devised dependant on the following item. You may wish to consider coming back to item 8 after considering item 9.*

9. 2025/2026 PRECEPT OPTIONS (In the SharePoint file. Hard copies will be available at the meeting)

*RECOMMENDED:*

- (a) To receive the calculations for the 2025/2026 Precept based on the Budget from agenda item 8.*
- (b) To receive and note the resolutions from the Finance & Policy Committee*
- (c) That the precept papers for option 1 and option 2 be received and noted.*
- (d) That the Clerk and the RFO recommended an increase of 40.63% to create a balanced budget.*
- (e) The members voted on a precept increase of 40.63% to create a balanced budget.*
  - Cllr Biddleston proposed the 40.63% increase.*
  - Cllr Davis seconded the proposal.*
  - Vote for the proposal – Cllr Biddleston, Cllr Davis and Cllr Cannon.*
  - Vote against the proposal – Cllr Wait, Cllr Fricker, Cllr Leonard and Cllr Greenfield.*
- (f) Cllr Wait then proposed an increase of 12%.*
  - Cllr Greenfield seconded the proposal.*
  - Vote for the proposal – Cllr Wait, Cllr Fricker, Cllr Leonard and Cllr Greenfield.*
  - Vote against – Cllr Biddleston*
  - Abstain Cllr Davis and Cllr Cannon*
- (g) The RFO and the Clerk would like it noted that the Finance Committee have gone against their advice.*
- (h) That the Committee recommend to Council to increase the Precept by 12%.*
- (i) To receive a recommendation from Finance and Policy Committee for an increase of 12% for the 2025/2026 Precept.*
- (j) To approve the Precept figure for 2025 – 2026.*

- (k) That the Precept Requirements form for 2025 – 2026 be signed by the Town Clerk and returned to B&NES Council.*
- (l) If the Precept is anything below 40.63% (balanced budget) please refer back to item 8 for an affordable version of the budget.*