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To All Members of the Environmental and Sustainability Committee:

Keynsham Town Councillors: E Cannon, C Davis, A Greenfield, C Leonard, H MacFie, Andy Wait

Lead Community Organisations: Erica Davies, Representative from CTKS

Business Representatives: Phillipa Paget

Members of the Public: James Boxall Clasby

cc. All Other Town Councillors

Dear Members of the Environment and Sustainability Committee

You are invited to a meeting of the **ENVIRONMENT & SUSTAINABILITY COMMITTEE** on **Tuesday 24th SEPTEMBER 2024** commencing at 7.00 pm at **MakeSpace, 2 Riverside Terrace, Keynsham, BS31 1HF**

Signed on 19th September 2024

By Amanda Hazell, Responsible Finance Officer

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.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE AGENDA

1. ELECTION OF VICE CHAIR 2024/2025

RECOMMENDATION:

To elect a Vice Chair of the Environment and Sustainability Committee for the Municipal Year 2024/2025.

2. APOLOGIES:

To receive and accept 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. DISPENSATIONS

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

RECOMMENDATION:

To receive requests for dispensations (for disclosable pecuniary interests) prior to an individual item(s) being discussed, that Members may only become aware of during the meeting itself.

5. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Environment and Sustainability Committee meeting held on Tuesday 9th July 2024 (previously circulated) be confirmed as a true record and signed by the Chairman.

6. TERMS OF REFERENCE

RECOMMENDATION:

To receive an update from Councillor Greenfield.

7. COMMUNITY ORCHARD

RECOMMENDATION:

To receive an update on potential plans and next steps on the Community Orchard at Winscombe Close.

8. SOMERDALE SCHOOL ADMISSION POLICY

Verbal update from Cllr Cannon.

RECOMMENDATION:

To receive and note the update.

9. FARMERS MARKET & COMMUNITY WORKSHOP

Farmer's Market dates are 12th October and 9th November.
Christmas Jumper Swap will be at the Market.

Ideas for giveaway:

- Daffodil Bulbs ready for Spring.
- Tree giveaway from surplus amounts at the lockup.
- Hedgehog Highways.

Consider the dates for Community Workshops (October half term) in MakeSpace rolled forward from the Summer. To consider the use of Creative Workshops to run workshops for Children. Consider the cost of the workshops, budget of £2167 left for this financial year.

RECOMMENDATION:

- To confirm options at the Farmer's Markets to attend, and the Community giveaway.
- To consider the dates and costs for the Community Workshops.

10. BEE HOTEL WORKSHOP

RECOMMENDATION:

To receive a verbal update on the Bee Hotel Workshop.

11. UPDATE ON NEIGHBOURING PARISHES MEETING

RECOMMENDATION:

To receive a verbal update on the Neighbouring Parishes Meeting.

12. CYCLING UPDATES

RECOMMENDATION:

To receive a verbal update on the cycling projects and issues in and around Keynsham.

13. ROOFTOP REVOLUTION

Verbal update from Cllr Wait.

RECOMMENDATION:

To receive and note the update.

14. KEYNSHAM TOWN COUNCIL ENVIRONMENT AND SUSTAINABILITY PROJECT PLAN (attached)

RECOMMENDATION:

- To receive a verbal update on the Environment and Sustainability Project Plan. (See attached – KTC Environment and Sustainability Project Plan).
- To select project areas for the coming year.

15. DATE OF NEXT MEETING

RECOMMENDATION:

To note that the next meeting of this Committee will be held on **TUESDAY 26TH NOVEMBER 2024 at 7.00 pm in MakeSpace.**