



Katherine Sears – Deputy Town Clerk
15-17 Temple Street,
Keynsham, Bristol BS31 1HF
Telephone: 01179 868683
Email: deputytownclerk@keynsham-tc.gov.uk
www.keynsham-tc.gov.uk

To All Members of the EATH Committee:

Keynsham Town Councillors: Dave Biddleston, Alex Beaumont, Caitlin Brennan,
Martin Burton, Chris Davis & Hal MacFie

cc. All Other Town Councillors

Town Council Staff: Katherine Sears (Deputy Town Clerk)

Members of the Public: Jude Cron, Ric Davison, Lesley Organ, James McPhee, Joe Tymkow

Dear Members

You are requested to attend the Events, Arts, Tourism and Heritage Committee meeting to be held in **KEYNSHAM TOWN COUNCIL OFFICE, 15-17 TEMPLE STREET, KEYNSHAM on WEDNESDAY 3RD SEPTEMBER 2025 at 4 p.m.**

The Agenda for the meeting appears below.

Signed on 28th August 2025.

Katherine Sears, Deputy 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.

EATH COMMITTEE AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept any apologies for absence.

2. 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).

3. 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.

4. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e)(ii), Members of the Public will have the opportunity to ask the Chairman any question concerning, or make observations upon, the business of the Council, at the start of the meeting, provided notice of the question along with the name and address of the member of public has been given to the Town Clerk at least four clear days before the meeting where possible, and in any case to the Chairman before the meeting. This also applies to all Committees of the Council.

5. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:

That the minutes of the EATH Committee meeting held on 2nd July 2025 (previously circulated) be signed by the Chairman.

6. EATH COMMITTEE BUDGET 2025/26

Title	2025-26	Apr - Aug
ACTIVITIES/SERVICES	Budget	Actual
Newsletter	3500	1100
Events General	3000	2199
Christmas Lights	18000	1285
Business & Tourism	1000	0
Keynsham Winter Festival	18000	1109
Arts - general activities	2000	0
Remembrance Day	5200	0
Community Networking	1000	0
GWR Expenditure Posters	1500	0
Bandstand Events	7000	4345
Spring Show	1500	158
Good Citizen Awards	300	300
Community Piano	200	0
Twinning Visit	200	0

£ 62,400.00	£ 10,496.00
-------------	-------------

RECOMMENDATION:

- To receive and note the breakdown of Christmas Lights budget for 2024/25 (attached).*
- To receive and note the budget for 2025/26.*

7. CHRISTMAS IN JULY

RECOMMENDATION:

- To receive feedback from Cllr Biddleston on this meeting with the Town Centre businesses.*
- To discuss and resolve whether businesses in the 'top end' of the High Street, Charlton Road and Station Road be offered a discounted or complimentary stall.*
- Late Night Shopping – decide using the results from Town Centre survey whether to have a late-night shopping event again this year.*

8. KEYNSHAM WINTER FESTIVAL 2025 DRAFT BUDGET (See Attached)

RECOMMENDATION:

- To receive update and note.*
- To consider whether the separate event insurance is required (report attached).*

9. KEYNSHAM WINTER FESTIVAL

Entertainment:

- a) Main Stage Acts Confirmed: Two Rivers School, Choir Jam, Show Choir, Heidi Marie Dance School
Choir Corner: Poppy, Choir Jam, KLOGs and Phoenix
Pottery Painting in Leisure Centre
2 x Face Painters Confirmed
Fire Engine coming but on call
Fun Fair confirmed for Market Walk, they would like more space.
- b) Elsa and Ana in Makespace – Currently booked for 2.5hr (£240), there is an opportunity to increase this to 4.5hrs (£400).
- c) Potential for Super Pirates to be positioned on Riverside Terrace, with Key Centre as a wet weather back up – cost to be presented at meeting.

RECOMMENDATION:

- i) *To receive and note the entertainment booked to date.*
- ii) *Decide the timings for Elsa and Ana meet and greet.*
- iii) *Decide whether to proceed with Super Pirates.*

Stalls:

Products and prices of food vendors to be presented to Committee, omitting company names.

RECOMMENDATION:

- i) *Based on the information on products and prices provided by food vendors to date, decide who to proceed with.*
- ii) *Confirm locations of stalls.*

10. GWR RAILWAY POSTERS

RECOMMENDATION:

To discuss and decide on whether the winners of the Plein Air competition should be turned into posters for the Railway Station.

11. HERITAGE OPEN DAYS – 12th to 21st September

RECOMMENDATION:

To receive and note the programme of activities around town.

12. CHRISTMAS TREE

RECOMMENDATION:

To recommend to Full Council which tree to purchase for the Town's Christmas tree – images and costings to be presented during meeting.

13. KEYNSHAM SPRING SHOW 2026

RECOMMENDATION:

- a) To decide on a date for the Spring Show 2026.*
- b) To decide on the branding for the Spring Show (see attached).*

14. DATE OF NEXT MEETING

RECOMMENDATION:

*To note that the next meeting of this Committee will be held on **WEDNESDAY 1st October 2025 at 4.00 p.m. in Keynsham Town Council Office.***

15. EXCLUSION OF PRESS AND PUBLIC

RECOMMENDATION:

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 business to be transacted. Agenda item 16 to progress sensitive issues.

16. EATH COMMITTEE BUDGET 2026/27 (In Councillor's Sharepoint Folder and available at the meeting)

RECOMMENDATION:

To discuss and recommend EATH budget for 2026/27 to Full Council.