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To All Members of the Environmental and Sustainability Committee:

Keynsham Town Councillors: A Beaumont, D Biddleston, E Cannon, D Cooper, C Leonard, H MacFie and A Wait

Lead Community Organisations: Erica Davies, Representative from CTKS, Richard Prior, Churches Together

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 27th MAY 2025** commencing at 7.00 pm in the **TOWN COUNCIL OFFICE, 15-17 Temple Street, Keynsham, BS31 1HF**

Signed on 22nd May 2025

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. MEMBERSHIP

To note that Councillors A Beaumont, D Biddleston, E Cannon, D Cooper, C Leonard, H MacFie and A Wait are the appointed members of the Committee for the Municipal

Year 2025/2026, as agreed at the Annual Meeting of the Town Council on 20th May 2025.

2. ELECTION OF CHAIRMAN OF ENVIRONMENT AND SUSTAINABILITY COMMITTEE 2025 -2026

RECOMMENDATION:

To elect a Chairman for this Committee for the Municipal Year 2025-2026.

3. ELECTION OF VICE-CHAIRMAN OF ENVIRONMENT AND SUSTAINABILITY COMMITTEE 2025-2026

RECOMMENDATION:

To elect a Vice-Chairman for this Committee for the Municipal Year 2025-2026.

4. TERMS OF REFERENCE (attached)

RECOMMENDATION:

- (i) To receive and note the Terms of Reference for the E&S Committee.
- (ii) To approve the Terms of Reference.

5. APOLOGIES:

To receive and accept apologies for absence.

6. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019/amended 20 May 2025) 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).

7. 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.

8. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Environment and Sustainability Committee meeting held on Tuesday 25th March 2025 (previously circulated) be confirmed as a true record and signed by the Chairman.

9. FARMERS MARKET

The Farmer's Market date for June is the 14th June 2025 and for July is the 12th July 2025.

RECOMMENDATION:

To consider if the Council wishes to be present at the June and July Farmer's Market.

10. RE-LOVED BUDGET

Expenditure	Estimate	Committed	Actual
Hire of Scout HQs	£ 340.00	£ 340.00	
Banner for High Street	£ 50.00	£ 44.51	£ 44.51
Banners Letters	£ 3.32	£ 3.32	£ 3.32
First Aid	£ 400.00		
Catwalk	£ 405.00		
Becky Barnes	£ 300.00		

Total	£ 1,498.32	£ 387.83	£ 47.83
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Income	Estimate	Committed	Actual
KTC	£ 1,600.00	£ 1,600.00	
Income from Stalls	£ 150.00	£ 60.00	
Total Income	£ 1,750.00	£ 1,660.00	£ -

RECOMMENDATION:

To receive and note the budget for the Re-Loved event Sunday 8 June 2025.

11. THERMAL IMAGER UPDATE (attached)

Attached is a brief term of hire for the Hikmicro eco series thermal imaging camera which can be used on our website and advertised.

The Document would be formatted with a photograph of the equipment which we can take in the office.

There would be a short form to sign when taking possession of the equipment that records identity of the hirer and their address within Keynsham.

There is attached, as a comparison, the information provided by North Somerset Council for the free hire, through the library, of a more basic one function camera which you switch on and off and can do little more than look at one heat imaging screen. The Hikmicro is for professional use and nearly all its functions are beyond someone who has not had training in how to use it and to understand the significance of the information captured by it. It has also a laser pointer and misuse of that could cause injury to the eyes.

North Somerset Council have produced leaflets and made a video on YouTube on how to use the Flix camera that they hire out for free.

RECOMMENDATION:

To receive and note the update on the Thermal Imager, produced by the Assistant Town Clerk.

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:

- i) To receive a verbal update on the Environment and Sustainability Project Plan. (See attached – KTC Environment and Sustainability Project Plan).
- ii) 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 22nd JULY 2025 at 7.00 pm in the Town Council Office.