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To: All Members of the Bus Services Committee: Councillors S Alenshasy, Alex Beaumont, D Brassington, D Biddleston, M Burton, E Cannon and Hal Macfie.

Substitutes – Councillors C Davis and A Greenfield

cc. All Other Town Councillors

Dear Member

You are requested to attend a meeting of the BUS SERVICES COMMITTEE to be held in the Town Council Office, 15 – 17 Temple Street, Keynsham BS31 1HF on **Tuesday 11<sup>th</sup> March 2025 at 10.00a.m.**

The agenda for the meeting appears below.

Dawn Drury  
Town Clerk

4<sup>th</sup> March 2025

#### **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. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. MINUTES OF LAST MEETING

*RECOMMENDED:*

*That the minutes of the last meeting of the Bus Services Committee held on 9<sup>th</sup> January 2025 be confirmed as a true record and signed by the Chairman.*

3. UPDATE ON KEYNSHAM BUS SERVICE SINCE THE LAST BUS SERVICES COMMITTEE MEETING ON 9<sup>TH</sup> JANUARY 2025

*RECOMMENDED:*

*To receive a verbal update and feedback on the Bus Service from members of the Committee and the Town Clerk:*

- *Infrastructure issues.*
- *Use of the Bus Service.*
- *Promotion of the Bus Service.*

4. REPORTS FROM THE BUS OPERATOR (To follow)

*RECOMMENDED:*

*To receive a report from our Bus Operator on the service.*

5. COMPLAINTS AND COMPLIMENTS LOG

*RECOMMENDED:*

*To receive and note the complaints and compliments log.*

6. FEEDBACK FROM ONLINE QUARTERLY MEETING WITH WECA

*RECOMMENDED:*

*To receive verbal feedback from the Clerk and Councillors in respect of the online quarterly meeting with WECA.*

7. FEEDBACK FROM THE COMMUNICATIONS MEETING WITH WECA COMMS TEAM

*RECOMMENDED:*

*To receive verbal feedback from the Clerk in respect of an online meeting with WECA Comms Team.*

8. FINANCIAL DATA SUBMITTED TO WECA IN RESPECT OF JANUARY & FEBRUARY  
(All documents available at the meeting and in the Councillor SharePoint file).

**RECOMMENDED:**

- (i) *To receive and note the information.*
- (ii) *To note that the monthly financial information will be presented at every Bus Services Committee meeting going forward for noting only.*

9. INFORMATION FROM WECA ON MAKING CHANGES TO THE K1 BUS SERVICE  
(attached WECA Change Request form – submissions to be made by the Town Clerk)

WECA have provided the following information in respect of changes being made to the K1 Service.

*‘For potential changes there are 2 change dates each year where changes can be made these are April and September, however, there is a formal process that needs to be adhered to which means submitting a grant change request to us for consideration (this is in the appendix to the grant offer letter) and if approved, submitting a bus registration variation 70 days before the April and September change date.*

*Therefore, any substantive changes to the service now could not happen until September, meaning that any change request would need to be submitted to us around about the beginning of June. However, if there are currently any small timetable or operational changes that don’t require any increase in grant funding then there may still be time to introduce those for April 2025. Do you currently have any changes you wanted to make?’*

**RECOMMENDED:**

- (i) *That the Committee consider if any changes are required to the K1 service.*
- (ii) *That any changes are to be made that full Council approve the same.*

10. EMAIL FROM RESIDENT REGARDING THE K1 BUS SERVICE (Email attached)

**RECOMMENDED:**

- (i) *To receive and note the email.*
- (ii) *To note that a second shorter email to this effect has been received and noted by the Clerk.*
- (iii) *To consider this email in conjunction with item 11.*

**11. POSSIBLE OPTION TO EXTEND/SUPPLEMENT THE K1 BUS SERVICE (Report attached)**

WECA have advised that currently there is no funding provision for additional services. In respect of future funding there is none available up until end of March 2026. Future funding provision after this date is not known at this time. Council needs to be aware that funding of the current K1 service beyond March 2026, needs to be thought about in respect of future budgeting.

Cllr MacFie has expressed an interest in putting together an application for a second service for Keynsham.

***RECOMMENDED:***

- (i) That the Committee consider Cllr MacFie's interest in putting together an application for a second service with the support of Keynsham Town Council staff.***
- (ii) That any decision made by the Committee in respect of the matter go to full Council for approval.***

**12. BUS GATE – BILBLE GREEN**

Currently, the intended bus gate between Hercules Way and Aesop Drive cannot officially be marked with signage and ground markings.

B&NES Highways Department have reported the following:

“Unfortunately, the ‘link’ road in question does not have a supporting Traffic Regulation Order (TRO) in place which restricts its use by vehicular traffic except buses (a bus gate). I understand that this was the intention when the two housing estates were initially designed and constructed, but this proposal has never been taken forward to implementation.

There are currently no plans for the Council to promote a TRO which would support the introduction of a bus gate, and I am unsure if there are any outstanding planning agreements in place which could still deliver a bus gate. That said, provision of the bus gate might be linked to the Council's adoption process which, as far as I am aware, has not yet been concluded.

The B&NES Strategic Transport Sustainable Communities Team will be able to provide further information regarding any planning conditions relating to the proposed bus gate, and also the adoption situation but, as things stand, I regret that we are unable to introduce signing which would restrict general vehicular access along the link road. I am sorry that I cannot be more positive”.

## Bus Services Committee

The Transport Developments & Policy Manager for the B&NES Strategic Transport Sustainable Communities Team comments as follows:

*"The bus gate is the responsibility of the Persimmon development (TR2200163, Parcel 3100). Unfortunately, that development has been built without a Section 38 in place to allow for the adoption of the roads, there is no signed agreement in place. I cannot foresee at present what timescales this may happen in as they have issues with getting the sewers etc adopted with Wessex Water.*

*Persimmon are aware of their obligations in terms of the bus gate and we will endeavour to resolve this prior to adoption however at this stage with no agreement in place we are unable to implement the works you have identified and are in the hands of the developer as this is still private land."*

Cllr Biddleston has asked to take this matter forward to get a resolution on behalf of the Town Council.

### **RECOMMENDED:**

- (iii) That the Committee consider whether Cllr Biddleston should take the matter forward on behalf of the Town Council.*
- (iv) That any decision made by the Committee in respect of the matter go to full Council for approval.*

## 13. WECA FUNDED BUS SERVICE – OLDLAND COMMON

At the January Bus Services Committee meeting the Town Clerk was tasked with contacting other Parish and Town Council's that have WECA funded bus services. To date she has only received one reply from Oldland Common, as follows:

*"Hi Dawn,*

*Thanks for your email and I would advise as follows: -*

- 1) There was no separate legal contract with our bus operator over and above what was agreed with WECA.*
- 2) I don't have a percentage figure for the bus being on time. However, according to a recent passenger survey carried out in December, the overwhelming feedback received informed us that the bus is extremely reliable and always on time so I would imagine that in percentage terms, it's up around the 95% mark. If the bus was consistently late then I would discuss this with the operator to see if there are any under-used stops that could be taken out of the timetable to give the bus more time for the remainder of the route.*

*I hope the above is helpful, but please let me know if there's any further information that could be of benefit.*

*Claire Dolman*

*Clerk to Oldland Parish Council"*

#### **14. EXPERIENCE OF BUS USER**

The following email has been received from a bus user.

*"Hello Dawn,*

*Sometime ago you asked for experiences on the K1 bus, I have used it today to go to GP for Neurology tests and picked up the bus at Linnet way to Chocolate quarter, only a few people used it enroute this was the 9.54 service. I got the K1 back one hour later.*

*On Tuesday I used it to go to Health Centre for pre op check, at Audiology section, I got off at Stirling Way and walked through. The driver on this K1 bus helped 4 different people with their shopping trolleys, dealt with a family enquiring on his route up to Federated estate.*

*Last week, I went on it to Queens Road from High Street, got off to go and meet a contractor helping me with fire alarm problems, two hours later got it back to Bilbie Green stop. On this route a lady with companion was in wheel chair and needed ramp use, again the driver was brilliant and so chatty. I have used the K1 5 times in last 2 weeks, it is really good for me as I am prohibited from driving. The Service is always on time, the bus is clean and Drivers smart in appearance. All things that are important, to users. I do Hope this helps Committee review.*

*Kind Regards Andy H"*

#### **15. DATE OF NEXT MEETING**

**RECOMMENDED:**

- (i) To note that a Doodle Poll will be sent out to ascertain the date and time for a meeting in early May 2025 for the next Bus Services Committee.**