



Dawn Drury – Deputy Town Clerk
15-17 Temple Street,
Keynsham, Bristol BS31 1HF
Temp Telephone: 07904 161097
Email: deputytownclerk@keynsham-tc.gov.uk
www.keynsham-tc.gov.uk

To All Members of the EATH Committee:

Keynsham Town Councillors: D Biddleston (Chairman), C Brennan, C Buxton, T Crouch, H MacFie, B. Simmons and J Wallcroft

cc. All Other Town Councillors

Dear Councillor

You are invited to participate in a remote attendance of the **EATH COMMITTEE** on **Wednesday 9 December 2020 commencing at 4.00pm**

Signed on 3rd December 2020
By Dawn Drury, Deputy Town Clerk

This meeting is open to Members of the Public. For telephone dial in details please contact the Deputy Town Clerk.

To Join the Meeting:

<https://us02web.zoom.us/j/86700078045?pwd=R1g1N2RvdTZmeG5BRmFXeFlaa0MrUT09>

Meeting ID: 867 0007 8045

Passcode: 159137

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).

EATH COMMITTEE AGENDA

1. APOLOGIES FOR ABSENCE

RECOMMENDATION:

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 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. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the EATH Committee meeting held on 4th November 2020 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e), 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.

RECOMMENDATION:

That the Chairman respond to any questions/observations. If the matter is not already tabled on the Agenda, the Council may move a motion to refer the matter to be itemised on the Agenda of a successive meeting, but it cannot make any decisions on any matters raised at this meeting unless considered under a further item on this particular Agenda.

6. RECOMMENDATIONS FROM NOVEMBER PERSONNEL MEETING

To note the following recommendations and to prioritise the Committee's projects going forward.

- (i) To note that until the backlog of work is caught up, the Council should not initiate any further new projects or activities unless required in response to COVID
- (ii) The Committee review the list of activities/projects and place them in order of priority in accordance with staff capacity and any legal deadlines required.
- (iii) To note that the Council is to undertake a review of its 4 year plan and all the current tasks being undertaken by the senior officers, at its next meeting, and agree an order of priority in the full knowledge that some projects may have to be rolled over to the following year.

7. KEYNSHAM VIRTUAL WINTER FESTIVAL

a. WINTER FESTIVAL DRAFT BUDGET

To receive an update on any expenditure and income (to be presented at the meeting).

b. THE EVENT

Feedback from recent filming activities.

- (i) Review of event programme and timings (copy of draft event programme to be circulated prior to the meeting).
- (ii) To discuss final plans for the event on Friday 11th December 2020.
- (iii) Update on promotion of the event.
- (iv) Results and information on competitions
 - (a) Story writing competition
 - (b) Colouring competition
 - (c) Window competition

8. COMMUNITY ENGAGEMENT STRATEGY

RECOMMENDATION

To form a Sub-Committee to formulate a Community Engagement Strategy and to agree members for that group.

9. DATE OF NEXT MEETING

RECOMMENDATION:

- (i) To note that there is no date scheduled for a January 2021 EATH Committee meeting on the Town Council meeting calendar.
- (ii) To decide whether to hold, a EATH Committee meeting to review the Keynsham Winter Festival and to finalise the 2020 accounts for this event, if so to arrange a date (proposed dates 13th, 20th or 27th January 2021) meeting to be held virtually by Zoom video conferencing.