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To All Members of the EATH Committee:

Keynsham Town Councillors: D Biddleston (Chairman), C Brennan, C Buxton,
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 17th March 2021 commencing at 4.00pm**

Signed on 10th March 2021.
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/84440660644?pwd=eVcxSUVyRXBmYVRUNGZ6YnN3YVNtdz09>

Meeting ID: 844 4066 0644

Passcode: 085260

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 10th February 2021 (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. KEYNSHAM VIRTUAL WINTER FESTIVAL 2021

To note that the date of the 2021 Winter Festival is scheduled for Friday 26th November 2021 and that this matter will be on the agenda for the next scheduled EATH Committee which is on Wednesday 9th June 2021. At this meeting, a decision will be made as to the format of the event taking into consideration COVID Pandemic restrictions and any restrictions associated with Phase 1 and the HS HAZ development works that may affect the use of the High Street/Temple Street.

RECOMMENDED

To note the date of the 2021 Winter Festival.

7. REMEMBRANCE DAY PARADE 2021

An email has been received from the Keynsham Branch of the British Legion and they are keen to get on with plans for RBL Centenary Parade to be held on Sunday 14th November 2021. In view of this, and the fact that the next EATH Committee meeting is not until June, should the Committee consider holding a one-off sub-committee meeting (between now and June) with members of the British Legion to get their initial thoughts in respect of plans for the event.

RECOMMENDED

That a one-off subcommittee meeting be held with members from the British Legion (between now and 9th June Committee meeting) to start planning this event.

8. PHOTOGRAPHING AND FILMING AT TOWN COUNCIL EVENTS (attached)

To consider the report in respect of this matter.

RECOMMENDED

That the report be noted.

9. GWR POSTER SALES PLAN (attached)

To receive and consider a report in respect of costings related to the on-cost sales, royalties and original artist's works associated with the GWR station posters.

RECOMMENDED

That a decision is made in respect of the original posters and future cost of on sale of the reproduction of posters and postcards, royalty fee percentage and how to deal with requests for original artists in respect of their works.

10. FUTURE PRINTING OF THE KEYNSHAM NEWS (attached)

To receive a report detailing an example of quotes obtained as a comparison to the current costs for printing and design of the Keynsham News.

RECOMMENDED

That the costs are noted for future reference when negotiating a contract for 2022 production of the Keynsham News

11. COMMUNITY ENGAGEMENT STRATEGY

To receive the Councillors' findings in respect of their research into Community Engagement Strategies of the Councils.

Councillor Biddleston – Andover Town Council
Councillor Simmons – Totnes Town Council
Councillor MacFie – Frome Town Council
Councillor Brennan – Biggleswade Town Council
Councillor Buxton – Poynton Town Council
Councillor Wallcroft – Milton Keynes Town Council.

RECOMMENDED

To receive and note the Councillors' findings and decide on the next step in respect of the formulation of a Keynsham Town Council Community Engagement Strategy.

12. VISIT SOMERSET/VISIT SOUTH WEST

To note, that following an instruction to invite representatives of Visit Somerset and Visit South West to make a presentation to the Committee, the Deputy Town Clerk has discovered that they are one and the same. On contacting Visit South West, a response was received from John Turner of Visit Somerset. The Somerset webpage on the Visit South West website takes you straight through to the Visit Somerset website and the same goes with the email contact on the Visit South West website this is automatically directs the emails to John of Visit Somerset.

RECOMMENDED

To decide if John Turner should be invited to a future meeting to present on the membership fee and what can be expected from the membership.

13. COMMUNITY CHRISTMAS TREE

RECOMMENDED

That the Deputy Town Clerk bring information relating to this item to the next scheduled meeting on 9th June 2021.

14. DATE OF NEXT MEETING

RECOMMENDED

To note that the next meeting of this Committee will be held on **WEDNESDAY 9th June 2021 at 4.00 p.m.** virtually by Zoom video conferencing.

15. EXCLUSION OF PRESS AND PUBLIC

RECOMMENDED:

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. (Item 16 Keynsham Town Christmas Lights 2021).

16. KEYNSHAM TOWN CHRISTMAS LIGHTS 2021

To receive a report in respect of the logistics of seeking a contractor, installing and sourcing a supplier for new Christmas lights.

RECOMMENDED

That the EATH Committee decide on a course of action in respect of the Town's Christmas Lights for 2021.