

**Minutes of the Town Council meeting held on
Tuesday 19th April 2022 in The Space at 7.30 pm**

PRESENT: Cllrs A Beaumont, D Brassington, C Brennan, D Cooper, C Fricker, A Greenfield, A Halliday, H MacFie, A McGuinness B Simmons and A Wait (Chair).

IN ATTENDANCE: Dawn Drury – Town Clerk

NOT PRESENT: Cllrs J Wallcroft and A Sinclair

293. APOLOGIES FOR ABSENCE.

Cllrs D Biddleston, C Buxton, and B Simmons

294. DECLARATIONS OF INTEREST.

Declarations of interests were received from:



All B&NES Councillors in respect of dual hatted matters.

Cllrs H MacFie and A Wait in respect of Item 19C on the agenda as may affect the Manor Road playing fields site.

Cllrs A Beaumont, C Brennan and A Wait (as mentors) in respect of Item 9 – KeynshamNow.

Cllrs A Beaumont and C Brennan in respect of Item 14. F & P 3 - Keynsham Hope for Ukraine.

295. DISPENSATIONS.

There were none.

296. PUBLIC PARTICIPATION.

There were two members of the public present.

297. RECORD OF PREVIOUS MEETING.

The draft minutes were sent out with two errors as follows:

Item 272 the month should be March (Month 12) and not February (Month 12) in the title.

Item 273 should read 22nd March 2022 and not 22nd February 2022 in the title.

RESOLVED:

That the minutes of the Town Council meeting held on Tuesday 22nd March 2022 (previously circulated) with two amendments as above be confirmed as a true record and signed by the Chairman.

298. CHAIRMAN'S ANNOUNCEMENTS

The Chair announced the appointment of Mr Ian Kent as the new Responsible Financial Officer for Keynsham Town Council. Ian will commence his employment with the Council on 26th April 2022.

A report was given in respect of issues relating to the newly opened High Street and the concerns in respect of the number of fall and trip incidents. As soon as the problems became apparent Keynsham B&NES Councillors began working hard to resolve the traffic engineering problems. Site visits were made so that they were made aware of the particular areas of concern. Contact was made with the Project Manager and initially there was some reluctance to action anything, due to supposed compliance with rules and regulations but B&NES Councillors persevered pushing to achieve a resolution to this concerning problem. Cllr Hale took a lead and was assisted by other Keynsham Councillors on responding to social media comments and questions.



To date the following actions have been instigated or agreed to resolve the issues:

- Signage has been installed pointing out safe crossing points and areas with additional kerbing.
- An additional bollard is to be installed in one particular area where a kerb on a raised island section is proving particularly hazardous.
- The Chief Executive and Group Leader for B&NES have been fully appraised of the problems and they have become involved in sorting this matter.
- A full safety audit of the High Street is to be undertaken in the middle of May.
- B&NES Councillors will continue to monitor further reports of incidents and ongoing actions to resolve this problem.

The Chair reported that the three new benches purchased have now been installed at Manor Road playing fields and these have been received well by local residents.

Permission of Councillors was sought to suspend Standing Orders in order to discuss an urgent personnel issue. Cllr D Cooper spoke on a matter relating to the existing Town Clerk, currently still undertaking two roles for the Town Council with no extra remuneration. In order to get this resolved as soon as possible, it was agreed that this matter should be discussed as part of this agenda. Standing Orders were raised and it was RESOLVED:

That the Town Clerk should be paid for one additional day per month on top of her normal salary until the appointment and start date of a new Deputy Town Clerk.

299. QUESTIONS ON NOTICE BY MEMBERS.

There were none.

300. KEYNSHAMNOW.

Amelie gave a report on behalf of KeynshamNow as follows:

The KeynshamNow group had recently had a meeting with some officers from B&NES Parks Team to give the groups thoughts and ideas on improvements for the Keynsham Memorial Park. Ideas suggested included a smaller version of the skate park being built for younger children to use. Improvement of walking home from school routes through the park including areas near the duck pond that floods. Better play equipment and equipment that teenagers liked. They also suggested a few places where other young people could deliver ideas and feedback.



The feedback for the Santa cycle was very positive.

The KeynshamNow group discussed the traffic engineering problems on the High Street.

New issues effecting young people were discussed. Including new housing being developed near Manor Road Woodland.

Roles and jobs at the Keynsham Music Festival were discussed.

There will be a possible litter pick on 30th April 2022.

Recruiting from schools and other youth organisations is still on going with a date to be booked for an assembly at Wellsway Academy and a visit to the Scouts. A recruitment assembly at Broadland seemed positive but there have been no members to date.

A question was asked whether young people on the new housing estates had been approached. Possible outreach work will be undertaken to try and recruit more members from these locations. To date there are probably about 25 members.

The Clerk suggested saving a slot in the next Keynsham News for KeynshamNow to include a recruitment of new members' article.

Thanks were expressed to Amelie.

301. PROPOSED GREENWAY (FOOTPATHS/CYCLE/BRIDLEWAY): WHITCHURCH - QUEEN CHARLTON – KEYNSHAM

A slide presentation was given by James Boxall-Clasby and Chris Williams in respect of ideas for several possible cycle paths in and around Keynsham, including one on Park House Lane/Red Lynch Lane route, one which would involve acquiring land along

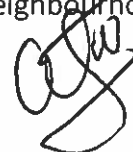
Charlton Road and on to Queen Charlton. Missing routes were pointed out that would connect South Bristol.

Some additional papers were passed around to Councillors.

Other routes such as the Keynsham – Willsbridge existing cycle path improvement were discussed together with the proposed Somerdale bridge and a proposed cycle route across to S. Glos. The Brislington Tramway was also highlighted as a safe cycle route for linking to the wider area. Also routes within the Queen Charlton Livable Neighbourhoods Plan.

RESOLVED

That contact details for Cllr Andy Wait and Jon Parker (of Bitton Parish Council) of the Bristol East Fringe Cycle Path .



302. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES.

There were none.

303. MINUTES OF COMMITTEE MEETINGS AND NOTES FROM CONSULTATIONS

<u>Committee</u>	<u>Date 2022</u>	<u>Status</u>
Planning Committee	28 th March 2022	DRAFT
Environment & Sustainability Committee	29 th March 2022	NOTES (To follow)
Finance & Policy Committee	12 th April 2022	DRAFT (To follow)

RESOLVED:

- (i) *That the Minutes/Notes of the above meetings/consultations are received and noted.*
- (ii) *That the recommendations that are not subsequent Town Council Agenda Items are approved.*
- (iii) *That the Environment and Sustainability Committee notes of the 29th March 2022 be deferred to the May meeting, as these were not ready to be circulated.*

304. SCHEDULE OF INVOICES DUE FOR PAYMENT – April (MONTH 1).

RESOLVED:

- (i) *That the Schedule of Invoices be approved for payment.*

305. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 22nd March 2022.

In accordance with the Schedule of Delegation approved on 22nd April 2021, to note the delegated decision made in advance of the March 2022 scheduled payments taken by the Town Clerk in consultation with Members.

RESOLVED:

To note that there were none.

306. FINANCE AND POLICY COMMITTEE DECISIONS FROM MEETING 12th April 2022

The Finance & Policy Committee met on 12th April 2022 and the following items were referred to Town Council for approval or noting.

307. BUSINESS WASTE COLLECTION PRICES 2022 – 2023

RESOLVED:

That the Business Waste Collection Prices 2022 – 2023 be received and noted.

308. FOOD CLUB FUNDING



RESOLVED:

- (i) That the Food Club funding report be received and noted.*
- (ii) That a representative of the Food Club be invited to attend the next Town Council meeting to answer questions.*
- (iii) That it be recommended to the organisation that they should apply for a grant through the 2022/2023 grant scheme.*
- (iv) That any decision in respect of additional funding be put on hold until after the May Town Council meeting when a representative from the Food Club will attend and present to full Council.*

309. FUNDING FOR THE LOCAL UKRAINE CHARITY – HOPE FOR UKRAINE

RESOLVED:

That the Town Council award an allocation of monies in the sum of £1000.00 to Keynsham Hope for Ukraine, funds to be retained by the Town Council and the Charity to make claims against the allocation by presentation of receipts and invoices. Any in house printing to be allocated to a cost code for the Hope for Ukraine funds.

310. KEYNSHAM TOWN COUNCIL INVESTMENT OPTIONS**RESOLVED:**

- (i) That the report be received and noted.*
- (ii) That the Town Council appoint company C In respect of seeking onward investment options.*
- (iii) That the Town Council appoint three Councillors, two from Finance and Policy Committee and one other to research 3 -5 possible investment opportunities for presentation at the next Finance and Policy Committee and Town Council meetings.*
- (iv) That Councillors D Cooper, A McGuinness and H MacFie be appointed to undertake this task.*
- (v) That £30,000 be transfer to the Public Sector Investment Account.*

311. ENERGY AUDIT BY UTILITY AID**RESOLVED:**

To note that Utility Aid are undertaking a desktop audit in respect of Keynsham Town Council's energy. The outcome to be reported to full Council at a future meeting.

**312. KEYNSHAM COMMUNITY ENERGY GRANT****RESOLVED:**

- (i) That the report be received and noted.*
- (ii) That the sum of £1,100 (awarded to Keynsham Community Energy Group) be carried forward from the 2021 – 2022 grant awards and be added to the Town Council grant budget for 2022 – 2023. To be held as restricted funds for this group to claim once they have purchased the energy display board and can provide a receipt.*

313. UPDATE ON UKRAINE CRISIS / APF 2022 FUND VALUATION LETTER**RESOLVED:**

That the letter be received and noted.

**314. DATES & VENUE FOR FUTURE FINANCE AND POLICY COMMITTEE MEETINGS
(Revised Schedule of meetings attached)****RESOLVED:**

- i) That the revised schedule of meetings detailing the physical Finance and Policy Committee meeting dates be approved.*
- ii) That the future meetings Finance and Policy Committee meetings be held in the Baptist Church Hall (preferred room) or in the main Church.*

315. B&NES CARERS CENTRE LATE SUBMISSION ON GRANT FUNDING CLAIM**RESOLVED:**

- i) *That Town Council receive and note the information above.*
- ii) *That Town Council approve a payment of £525.76 to B&NES Carers Centre in respect of a late claim for Grant funding 2021 – 2022.*
- iii) *That it be noted that the sum of £525.76 will be paid as part of the April BACS run.*

316. KEYNSHAM CEMETERY MATTERS

RESOLVED:

That it be noted Saltford residents are classed as out of parish and are charged the out of parish fee.

To note that the matter in respect grave plot availability numbers, time estimated before the Cemetery needs to close, and purchase of future land will be deferred to the May meeting.

317. COMMUNITY CIL APPLICATIONS 2021 – 2022

In the absence of Councillors Biddleston, Simmons and Sinclair the Town Clerk gave verbal updates.

- a) Application relating to Keynsham Memorial Park matters. The applicant has decided that they do not want the application to be taken any further but has asked that the repairs and improvements to the Keynsham Memorial Park be noted. A copy of the application has been sent to B&NES Parks Officers for taking forward as part of the 4-year plan for the park.
- b) Application relating to Abbots Wood and Bilbie Green, Councillor Biddleston has arranged a meeting with the applicant and will forward a report to the Town Clerk in due course.
- c) Application relating to Dapps Hill wall. The Town Clerk is still trying to arrange a convenient meeting date for the applicant, Cllrs Hale and Sinclair to meet.

318. CORRESPONDENCE ITEMS

A. _RESPONSE FROM PARKING SERVICES IN RESPECT OF PARKING CONSULTATIONS.

RESOLVED:

That the email from B&NES Parking Services be received and noted.

B. REPLACEMENT TREE MANOR ROAD PLAYING FIELDS.

RESOLVED:

- (i) *That the information be received and noted.*
- (ii) *That information presented by Cllr H MacFie in respect of this matter be received and noted. It was acknowledged that the tree is dead, and it may not have been a strimmer that had damaged the same.*
- (iii) *That the tree be replaced with a like for like tree, but be planted in a slightly different location (6ft away).*

- (iv) *That the turf at the base and area around the new tree be removed to avoid any possible strimming.*
- (v) *That a new stake and tree protection be purchased and installed to protect the tree.*

319. POSSIBLE CIRCUS MANOR ROAD PLAYING FIELDS.

RESOLVED:

That the contents of the email are received and noted.

- (i) *That the football session should not be disrupted and if it should be approved to hold a circus in this location should be held in August 2022 or in April/May of 2023.*
- (ii) *That information in respect of any income be presented up front with any request to book Manor Road playing fields.*
- (iii) *That the payment should be paid up front with the booking.*
- (iv) *That this matter be deferred to the next meeting when answers should be available.*

320. DATE OF NEXT MEETING.

RESOLVED:

To note that the date for the Town Council's next meeting (Annual Town Council meeting) is **Tuesday 10th May 2022 at 7.30pm** in The Space, Market Walk, Keynsham.

Signed:.......... (Chairman)

Dated:100522.....