

**Minutes of the Town Council meeting held on
Tuesday 14th February 2023 in The Space, Market Walk at 7.30 pm.**

PRESENT: Cllrs D Brassington, C Brennan, D Cooper, C Fricker, A Greenfield, A Halliday, H MacFie, A McGuiness (part of the meeting) B Simmons and A Wait (Chair)

IN ATTENDANCE: Dawn Drury – Town Clerk and Mandy Hazell - RFO

NOT PRESENT: Cllr J Wallcroft

218. APOLOGIES FOR ABSENCE

Cllrs A Beaumont, D Biddleston, C Buxton and A Sinclair

219. DECLARATIONS OF INTEREST

Declarations of Interest were received from:

- *Cllrs C Brennan and A Wait in respect of KeynshamNow.*
- *Members associated with KMFA Limited*
- *Cllr B Simmons in respect of Dial-A-Ride*
- *Cllr A Halliday as a Managing Trustee of Queens Road Methodist Church.*
- *B&NES Councillors that are Ward Councillors in respect of matters relating to B&NES.*



220. DISPENSATIONS

There were none.

221. PUBLIC PARTICIPATION

There were four.

222. RECORD OF PREVIOUS MEETING

RESOLVED:

That the minutes of the Town Council meeting held on Tuesday 17th January 2023 (previously circulated) be confirmed as a true record and signed by the Chairman.

223. CHAIRMAN'S ANNOUNCEMENTS

The Chair reported that has been invited to cut the ribbon at the opening of Meryton Care Home (Bath Road) on 23rd of February.

Cllr Wait reminded those present about the forthcoming Spring Show on Saturday 25th March at the Scout HQ – 12 noon – 5.00 p.m. Asking members to get involved or attend.

The Chair reported that has been contacted by a resident in respect of the lack of litter bins and dog waste bins in and around the Hygge Estate and in the location of Manor Road Community Woodland. This matter is on the March agenda for discussion.

224. QUESTIONS ON NOTICE BY MEMBERS

There were none.



225. KEYNSHAMNOW

Cllrs Brennan and Wait reported as Mentors of KeynshamNow reported as follows: -

- Recently there have been a few apologies from members but one in particular from a member that is very dedicated and keen to be involved with the Youth Council. He apologised for not attending due to not be allowed out and permitted to attend as punishment.
- The Group had recently met with the Leader of Bath and North East Somerset Council, Kevin Guy and were given the opportunity to ask him lots of questions about his job.
- KeynshamNow are investigating shelter for young people and a suggestion has been made that one is installed in Keynsham Memorial Park near the Skateboard.
- The Group still continue to work with Stephen Rogers of the WeekIn producing articles to help young people deal with mental health issues.
- A litter pick was undertaken at the Station overspill car park. The small group did a great job collecting 3 large bin bags of rubbish in 40 minutes. It was reported to Town Council that the bins in this location were overflowing. The Town Clerk said that she would contact the Estates Manager of Green Square, the Management Company for this car park.
- The perils of horse droppings on estate roads were discussed at a recent meeting.
- The subject raised by Cllr Biddleston 'Were young people influenced by social media influencers?

226. TRUESPEED BROADBAND – THE KEYNSHAM NETWORK

Jo Maish and Andy Moore gave a presentation detailing the following: -

- The Company are now based in Bath.
- They are aiming to connect the rural communities and premises in towns with fibre to the premises. Currently, building throughout Somerset and further afield, with a possible connection of 63,000 properties and businesses.
- Costs starts at £25 per month.
- They can offer super-fast Broadband with download speeds of up to 900 mbps.
- They are receiving funding from Aviva to roll out the future programme
- Free Broadband connection is offered to schools and community hubs.

- The Company are community minded and have in the past sponsored the Town's Christmas tree and Winter Festival, the Music Festival, KTCRfm radio and the Cider Fest at the Rugby Club.
- The Company work in conjunction with the contractor Emdec Construction Ltd who undertake the grounds works putting the ducts for Truespeed's cabling.
- Rock Road has recently gone live.
- Other areas of Keynsham East are to be completed by 23rd March and 23rd April this will make a total of approximately 3,000 connections.
- It is planned that Truespeed will be available across the rest of Keynsham by 2024.
- Installation of Truespeed to the High Street businesses was not possible due to timings of the works not fitting with B&NES Council schedule to complete the redevelopment of the High Street.

Questions from Councillors:



- Q: Truespeed had promised that connections would be made in the Stockwood area of Keynsham and this still has not happened, why not?
- A: It is not on the current map for work within the next year but is planned to work on Scotland Lane and this area of Keynsham in the future.
- Q: Would Truespeed be working on the Somerdale estate in the future?
- A: In the future anyone wanting to have Truespeed should be able to get a connection.
- Q: Were they supporting the Spring Show?
- A: Yes, they have been speaking with the Deputy Town Clerk.
- Q: Concerns were raised that the signage on the Wellsway stated that Truespeed work would commence on 14th February, but traffic lights are only this evening being set up?
- A: The presenters confirmed that they would look into the reason why with their street service team.

RESOLVED:

That a presentation by Jo Maish (Brand Engagement Manager) and Andy Moore on plans for the Keynsham Network be received and noted.

227. ALLOTMENT ASSOCIATION QUARTERLY UPDATE AND SEC. 106 FUNDING INFORMATION.

Bill and Sue Mansfield reported the following: -

- A very successful AGM lasting 45 minutes was held in January.
- There are 42 people on the waiting list (2 – 3 years waiting time)
- There are 1.5 plots available which will be let to people on the waiting list.
- 4 plots were handed back by holders that could not work on them.

- There was one termination of a let, following 2 letters from the Association requesting information on why the plot was not being tended. This plot has since been re-let.
- In 2022, 19 plots were let.
- The West hedge is due to be cut again and the invoice will be sent direct to the Town Council by the Contractor
- There are still issues with the main and pedestrian gates which are the result of ground level changes associated with wet and dry weather conditions. A solution to resolve the problem is being sourced.

The Town Clerk reported that she was investigating how the plots on Bilbie Green are to be managed and when they will be available.

Also, some further Sec 106 allotment funding may be coming to the Town Council for use on a community plot to the rear of the Queens Road Methodist Church. It is hoped that several community groups will be involved in this project. The Town Clerk will attend the initial meetings in respect of this matter then a Councillor can be appointed as a representative once the new Council is in place in May.

RESOLVED:

That a verbal report from the Allotment Association be received and noted.

228. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Cllr Wait reported that KMFA Limited had received a 1-year grant from Foyles of £7,000 which will be spent on infrastructure costs.

RESOLVED:

To note the above information.

229. MINUTES OF COMMITTEE MEETINGS

Planning & Development Committee	9 th January 2023	APPROVED
Planning & Development Committee	6 th February 2023	DRAFT
Environment & Sustainability Committee	24 th January 2023	DRAFT
Personnel Committee	30 th January 2023	DRAFT
Finance & Policy Committee	10 th January 2023	APPROVED
Finance & Policy Committee	7 th February 2023	DRAFT
EATH Committee	8 th February 2023	DRAFT

RESOLVED:

- (i) *That the Minutes of the above meetings be received and noted.*
- (ii) *That the recommendations that are not subsequent Town Council Agenda Items be approved.*

230. TO NOTE AND RECEIVE UPDATES ON DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 17TH JANUARY 2023

RESOLVED:

To note the delegated action.

231. MATTERS FROM FINANCE AND POLICY COMMITTEE MEETING ON 7th FEBRUARY 2023:

APPROVAL OF ITEMS & RECOMMENDATIONS TO TOWN COUNCIL MEETING ON 14TH FEBRUARY 2023:

FP1. FLAGSTONE INVESTMENTS

RESOLVED:

To receive and note the investment figures.



FP2. TREE QUOTES FOR KEYNSHAM CEMETERY

RESOLVED:

(i) *To receive and note the quotes.*

(ii) *To receive recommendations from the Finance and Policy Committee.*

(iii) *To accept the quote from Company B.*

FP3. LEAF BLOWER FOR CEMETERY QUOTE

RESOLVED:

(i) *To receive and note the quote.*

(ii) *To receive recommendations from the Finance and Policy Committee*

(iii) *To purchase a Stihl electric leaf blower plus two batteries (middle range).*

FP4. PSDF FACTSHEET DECEMBER 2022

RESOLVED:

To receive and note the December CCLA PSDF Fact sheet.

FP5 TALKTALK BUSINESS IMPORTANT PRICING UPDATE

RESOLVED:

To receive and note the TalkTalk information.

FP6. WRITE OFF - THE SUM OF £6.37

RESOLVED:

(i) *To receive and note the information.*

(ii) *To receive recommendations from the Finance and Policy Committee*

(iii) *To write off the sum of £6.37 at year end.*

FP7. INTERNAL AUDIT JANUARY 2023 REPORT AND RECOMMENDATIONS

RESOLVED:

To note that the internal audit report from January 2023 will be presented at the March Town Council meeting.

FP8. SECTION 106 ALLOTMENT MONIES UPDATE

RESOLVED:

To note that the sum of £13,334.00 is outstanding in respect of the Section 106 allotment funding. This will be carried forward into the next financial year.

FP9. BURNETT BUSINESS PARK LEASE RENEWAL AND RENT INCREASE

RESOLVED:

- (i) *To receive a recommendation from the Finance and Policy Committee that the lease be signed.*
- (ii) *To sign the Lease at the next meeting.*



FP10. DRAFT COUNCIL TAX LEAFLET 2023-2024

RESOLVED:

- (i) *To receive recommendations of amendments/additions from the Finance and Policy Committee.*
- (ii) *To approve the 2023-2024 Council Tax Leaflet for publication with the following additions: -*

Add the word Temple Street after High Street and add Planning under the Services section.

FP11. REPAIRS TO EAST CHAPEL AT THE CEMETERY.

RESOLVED:

- (i) *To note that the appointment of Mann Williams has been previously approved.*
- (ii) *To accept the quote from Mann Williams (who will commence investigations on Friday 17th February 2023).*

232. SCHEDULE OF INVOICES DUE FOR PAYMENT – FEBRUARY 2023 (MONTH 11)

RESOLVED:

That the Schedule of Invoices be approved for payment.

233. FEEDBACK FROM LOCAL PLAN WORKSHOP – 26TH JANUARY 2023

Councillors Wait, Fricker, Simmons and Cooper gave feedback from the workshop that included discussions/suggestions and thoughts for the B&NES Local Plan 2024- 2044. One of the prime objectives that came out of the discussions was that the plan should be mindful of the wellbeing of the local people. There were 5 workshops groups at the meeting all considering the same topics and all groups came up with very similar thoughts and ideas. It was stressed that infrastructure not just roads but utilities and

services should be improved considerably before any more developments are brought forward for Keynsham. More information will be fed back following future workshops,

RESOLVED:

That the verbal update from Councillors Wait, Fricker, Cooper and Simmons be received and noted.

To note Cllr A McGuinness left the meeting at this point.



234. THERMAL IMAGING CAMERA COURSE - 3RD FEBRUARY 2023, PLUS COMMUNITY GROUP COURSES

RESOLVED:

That the Town Council contact local community groups to see if there is a need to hold such a training course in Keynsham.

235. GUEST SPEAKER(S) FOR ANNUAL TOWN MEETING

RESOLVED:

(i) That Wessex Water be invited as guest speakers for the 2023 Annual Town meeting on Thursday 20th April at 7.30p.m in The Space.

236. CIL EXPENDITURE APPLICATIONS 2022 – 2023

RESOLVED:

To note that no CIL Expenditure applications have been received.

237. KINGS CORONATION – EVENT- SUNDAY 7TH MAY 2023

It was reported that the Coronation Event will follow a similar format to the Jubilee Picnic in the Park with musical entertainment on the Bandstand, games and activities for children, stalls and entertainers. This event is being promoted through our News magazine, Social Media, a Farmers Market Stall, flyers and posters.

RESOLVED:

To receive a verbal update as above on the King's Coronation Event from members of the EATH Committee.

Thanks was expressed to those Councillors that helped at the February Farmers Market. More help is required on Saturday 11th March 9.00 a.m. – 1.00 p.m.

238. LAND AT THE REAR AND SIDE OF QUEENS ROAD METHODIST CHURCH

The Town Clerk reported that £8,900 Sec 106 funding would be available from B&NES for this project, if required. Local community groups interested in this project will be invited to a meeting shortly. The Town Clerk will attend the initial meetings. The Town Council Grounds Maintenance Team may be required to assist with some of the initial set up of the community garden site, should the project go ahead.

RESOLVED:

- (i) *To receive and note the report.*
- (ii) *To receive an additional verbal update as above from the Town Clerk.*
- (iii) *To consider appointing Councillors to this project after the elections and to note in the meantime that the Town Clerk will attend any initial meetings.*

239. AREA OF GREAT LANDSCAPE VALUE OR LOCAL GREEN SPACE DESIGNATION FOR KEYNSHAM NORTH

Cllr C Fricker, Chair of the Planning and Development Committee reported that it was resolved at the last meeting of the Committee that an AGVL or LGS application be submitted to B&NES Council on behalf of the Town Council to support the application of Saltford Parish Council. It was resolved that the application be produced by officers of the Town Council.

The Town Clerk confirmed that the draft report was almost complete and would be presented at the March Planning and Development Committee.

RESOLVED

To receive and note the verbal report above, in respect of this matter from the Chair of the Planning & Development Committee.

240. UPDATE ON MANOR ROAD PAVILION REFURBISHMENT

The Town Clerk reported that the Grounds Maintenance Team are currently emptying the Pavilion of all equipment. Works to the roof are set to commence on 27th February. Heras Fencing will be creating a safe and secure work environment before the work commences. The work schedule for this first phase, once the new roof is in place will include removal of internal ceilings, assessment of the joists, electrical repairs/upgrading for the whole pavilion

RESOLVED:

To receive and note the verbal update in respect of the Manor Road Pavilion.

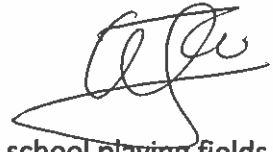
241. CEMETERY CHAPEL – URGENT WORK

The Town Clerk reported that: -

Chapel repairs:

- The Steeple: The Assistant Clerk is drafting faculty application for the work and at the same time tenders are being sought to implement the work when approved. There will be a further report to Council when tenders are in and it is possible to select one.
- The Crack in East Chapel end wall. Steve Swinburn of Mann Engineers will meet Assistant Clerk at the Chapel on 17th February, and he will then advise if we need to reopen trial excavation pits around that corner of the Chapel wall or recommendations for suitable repair/stabilising works can be made without it.

The recommendations will be reported to Council to proceed to apply for a Faculty to carry out the works.



Cemetery Wall repairs

- The Architect has approved repairs to **boundary wall by the school playing fields**. A recent inspection shows that further cracking is apparent and bowing of parts of the wall to either side of the collapsed area. There is a risk that the full 30 plus metres of wall alongside the laurel hedge might need taking down and a rebuild. If this involves too removal of the laurel hedge and replanting this will become very expensive. An alternative solution might be to take down the wall and not repair. This would need a Faculty either way. A further inspection and recommendation are required from the contractor who inspected in 2016 and/or alternative contractors to establish if the recommendations for repair and its extent are as set out in 2016 or whether there is a solution whereby the laurel hedge can remain and repair to the wall can still occur.
- **Boundary wall between main Cemetery and the extension**: draft faculty application and tender spec are being drawn up. This involves removal of the wall and then either is rebuilt in situ after any archaeological investigation of what lies underneath or no rebuild. The Architect recommends no need to rebuild but BANES when it last expressed a view in 2016 said that it should be rebuilt. Decision will be in the hands of the Diocesan. An offer of a meeting with BANES, the Association of Roman Archaeology and if needed English Heritage/our Architect will be organised on site when draft documents are settled for the faculty application.

RESOLVED:

To receive and note the verbal update in respect of the urgent works to the Cemetery Chapel.

242. CORRESPONDENCE

- (i) ADOPTION OF LOCAL PLAN PARTIAL UPDATE (LPPU) AND SUPPLEMENTARY PLANNING DOCUMENTS (SPDS) (LLPU Adoption

RESOLVED:

To receive and note this correspondence.

- (ii) DEMAND RESPONSIVE TRANSPORT

RESOLVED:

To receive and note this correspondence.

- (iii) WECA UPDATE ON BUS STOPS

RESOLVED:

To receive and note this correspondence.

(iv) ST. JOHN'S PRIMARY SCHOOL PTA – Grant Award 2022 – 2023

RESOLVED:

To approve the request in respect of their grant from St. John's School PTA.

(v) STREET LIGHTING – DRAGONS HILL GARDENS

RESOLVED:

To receive and note the correspondence.

243. DATE OF NEXT MEETING

RESOLVED:

To note that the date for the Town Council's next meeting is Tuesday 14th March 2023 at 7.30pm in The Space, Market Walk, Keynsham.

244. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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 the matter to be transacted Agenda Items 28 to progress sensitive and financial matters.

245. OFFICE MOVE

RESOLVED:

To receive and note a verbal report in respect of the above project.

Signed:  (Chairman)

Dated: 140223

The meeting finished at 9.26 p.m.