

Minutes of the Town Council meeting held on  
Tuesday 18<sup>th</sup> February 2025 in The Space, Market Walk, Keynsham  
at 7.00 pm.

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PRESENT: Cllrs D Biddleston, D Brassington, C Brennan, M Burton, E Cannon, C Davis, C Fricker, A Greenfield, A Halliday, H MacFie and C Leonard.

IN ATTENDANCE: Dawn Drury – Town Clerk

**305. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors Alex Beaumont and A Wait.

**306. NOT PRESENT**

Cllr. S. Alenshasy and Cllr Adrian Beaumont.

**307. DECLARATIONS OF INTEREST**

Cllr M Burton, as a member of St. Francis Church, a recipient of an Avon Pension and a member of KMFA Limited.

Cllr D Biddleston as a member of KMFA Limited.

Cllr E Cannon a Church of England member (connect to St. Francis Church) and wife is in the Avon Pension Fund scheme.

Cllr C Davis as a member of Swan.

Cllr A Halliday a recipient of an Avon Pension.

Cllr C Brennan is a member of Avon Pension Fund and a member of KMFA Limited.

**308 DISPENSATIONS**

There were none.

**309. PUBLIC PARTICIPATION**

There was three members of the public present.

**310. RECORD OF PREVIOUS MEETING**

**RESOLVED:**

*That the minutes of the Town Council meeting and the Extra Ordinary Town Council meeting held on Tuesday 21<sup>st</sup> January 2025 (previously circulated), be confirmed as a true record and signed by the Chairman.*

**311. CHAIRMAN'S ANNOUNCEMENTS**

Am

The Chair reminded Councillors of the forthcoming Spring Show on Saturday 29<sup>th</sup> March 12 noon – 4.30 p.m. and the Farmers Market on Saturday 8<sup>th</sup> March that will be used to promote the Spring Show along with handing out K1 Bus Service timetables.

He reported that Councillors that had attended the February Market had had a good time handing out seeds and promoting the Spring Show.

The Chairman mentioned the Cllr submissions for the Annual Report.

### 312. QUESTIONS ON NOTICE BY MEMBERS

*RESOLVED:*

*To note that there were none.*

### 313. KEYNSHAMNOW

Cllr Brennan reported on behalf of KeynshamNow as follows:

Two members have been selected to work on the spending of the Sec 106 funding that is associated with Teviot Play Area.

A new member and Amilee led on an excellent debate on restricting smart phone apps to 16 and overs. Imogen had done a lot of research and showed evidence of damage caused to young people who spend too much time on their phones and about affecting social interaction leading to poor mental health. The debate led to a win for those that want restrictions for under 18's. A winning statement was that phones should be banned for under 16s.

### 314. QUARTERTLY UPDATE FROM THE ALLOTMENT ASSOCIATION.

A report was given as follows:

- The AGM was held at the beginning of February and the Association were pleased to have Cllr Greenfield attend the meeting. It was relatively well attended, and it was a positive meeting.
- A main matter to report on was the proposed bee apiary project to be created on a plot that is difficult to cultivate because of soil conditions. The plan is to have two bee hives. This project was instigated by the visit from the South West In Bloom judges that had posed the question as to whether the Association had

considered keeping bees. The apiary will be run by Keynsham Bee Keepers, as they currently have no bee hives in Keynsham and have the necessary knowledge, experience and specialist equipment for such a project. Two members of Keynsham Bee Keepers attended the meeting and were able to answer the many questions from the Allotment Association Members. A vote was taken following the discussion on the apiary project and every single person was in favour of the project going ahead. All details of the project have been sent out to those members that were unable to attend the AGM. The members have been given until the end of February to come back with their thoughts on the matter. To date the Allotment Association have had quite a few positive responses. A concern regarding people being stung and having reactions was raised and the members have been assured that the bees will be a docile variety and will be monitored by the Bee Keepers. However, all questions will be passed to the Keynsham Bee Keepers so that they can respond fully.

- It was confirmed that the Town Council will liaise directly with the Keynsham Bee Keepers in respect of the expenditure requirements for this project.
- In respect of the problems with the gate entry system these have now been rectify with a reconfiguration of the gate (replacement of the key pad with a combination lock) which will hopefully be a permanent solution.
- The west hedge has just been cut and hopefully as this grows it will thicken up.
- There are currently 31 people on the waiting list (about an 18 month wait for a plot). This is lower than it has been for several years. The subs were due to be paid by January and this is a time when some plots become vacant. There were five plots to be re-let and currently 4 of these have been let. There is just the one to be re-let.
- It was confirmed that there are 115 plots in totals, but some of these are sub divided so approximately 125.

The Allotment Association members were thanked for their report.

### **315. REPORTS FROM REPRESENTATIVE ON OUTSIDE BODIES**

Cllr Burton reported that he attends group meeting of the Food Insecurity and Food Supply Committee. This group represents all the agencies supporting people with food. There are members of our community that are finding it difficult to get sufficient food. This Committee is intended to coordinate getting the word out about these organisations and the services that they can offer. It is hoped that this group will get funding from Public Health so B&NES Council will be supporting this. A leaflet is being produced giving

this information to help those in need. It was suggested that Council can help by distributing the information leaflet and passing the word on to residents in their wards.

A question was asked as to how many people will be helped by this initiative and the response was that currently the answer is unknown. Although the Food Bank has had a slight drop in usage there are people still using the Community Fridge, Children's Centre and lunch clubs offering food and social support. There is also the need to breakdown the stigmatisation as there are still people that will not use these services due to pride, especially the older generation.

Cllr Brennan reported on the recent very successful Scrap Store event that was extremely busy with over 100 users in just a couple of hours. The feedback from the community was that more events like this should be held. Cllr Biddleston said thank and that this was excellent news, and it should be noted the importance of having young members of Council that can lead and help organise events such as this.

### 316. MINUTES OF COMMITTEE MEETINGS AND NOTES OF CONSULTATIONS

Personnel Committee	9 <sup>th</sup> January 2025	DRAFT
Consultation Response Group	16 <sup>th</sup> January 2025	DRAFT
NDP	16 <sup>th</sup> January 2025	DRAFT
Capital Project Committee	21 <sup>st</sup> January 2025	DRAFT
E&S Committee	28 <sup>th</sup> January 2025	DRAFT
Planning Committee	3 <sup>rd</sup> February 2025	DRAFT
Youth Strategy Working Party	3 <sup>rd</sup> February 2025	DRAFT
Community Resilience Working Party	6 <sup>th</sup> February 2025	DRAFT
Finance & Policy Committee	11 <sup>th</sup> February 2025	DRAFT

**RESOLVED:**

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

### 317. ITEMS FOR DISCUSSION REQUIRING A DECISION:

### 318. BUDGET REVIEW WORKING GROUP

**RESOLVED:**

- (i) *That the membership of the Budget Review Working Group be the following:*

*Cllr H MacFie – Chair of Council  
Cllr C Fricker - Vice Chair of Council  
Cllr A Wait – Chair of the Finance and Policy Committee  
Cllr A Halliday – Chair of the Personnel Committee  
Cllr C Leonard*

- (ii) That these members make a recommendation in respect of the reduction to the budget that can be considered by the Finance and Policy Committee who will make a further recommendation to full Council on 18<sup>th</sup> March 2025.*
- (iii) Members of the Labour and Green Party asked that it be noted that they would not be taking part in these discussions, as they did not support the 12% increase in Precept and the reduction of £100,000 from the budget for 2025 - 2026*
- (iv) That this Working Group produce an affordable version of the budget with a reduced budget of £100,000. This decision was made as the Precept decision is below 40.63% (balanced budget). This budget to be brought back to full Council for approval in March.*
- (v) That this Working Group review the current schedule of Capital Projects for future years and set up a schedule of payments into Earmarked Reserves for large projects (>£25K).*

**319. GROWING PRESSURE ON AVON PENSION FUND TO DIVEST FROM FIRMS MAKING WEAPONS USED IN GAZA**

**RESOLVED:**

- (i) To receive and note the report.*
- (ii) That the Clerk write to Avon Pension Fund asking that they disinvest from any funding schemes that support the provision of arms.*

**320. GOOD CITIZEN AWARDS**

**RESOLVED:**

- (i) To receive and note the report.*
- (ii) That Council approve a new Citizen of the Year category that would honour those individuals who serve the community of Keynsham but do not live here.*

(iii) *That the Good Citizen Policy Criteria and wording be amended.*

321. GUEST SPEAKER(S) FOR ANNUAL TOWN MEETING

**RESOLVED:**

*That the following suggestions for a speaker for the Annual Town Meeting be followed up:*

- 1) *The Chief Executive of Curo Housing Association.*
- 2) *The Community Orchard representative and the lady that has produced the Keynsham Tree Trail.*

322. DRAFT ANNUAL REPORT 2024 – 2025

**RESOLVED:**

*That the draft Annual Report 2024-2025 for publication and presentation to the 2025 Annual Town Meeting be approved with two amendments*

- (i) *to change the reference to Officers to Town Council Staff.*
- (ii) *in the Youth Section there be reference to the Music Studio and the one-to-one sessions.*

323. UPDATES: LOCAL PLAN RESET AND CO-LIVING POSITION STATEMENT CONSULTATIONS

**RESOLVED:**

- (ii) *To receive and note the information.*
- (iii) *To note that the Town Council Consultation Response Working Party will consider the consultations and present the responses to Council for approval.*

324. VEGETATION REMOVAL – THE Paddock

**RESOLVED:**

- (i) *To receive and note the report.*
- (ii) *To approve the quote for vegetation removal at The Paddock.*

325. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 21<sup>st</sup> JANUARY 2025

**RESOLVED:**



*To note that there were none.*

326. MATTERS FROM FINANCE AND POLICY COMMITTEE MEETING ON 11<sup>TH</sup> FEBRUARY 2025 (Draft minutes previously circulated) (Details of APPROVED items to be received and noted from minutes of 11<sup>th</sup> February 2025 Items 20 A – M)

**RESOLVED:**

*To receive and note agenda items 20 A-M.*

327. MATTERS FROM FINANCE AND POLICY COMMITTEE MEETING ON 11<sup>th</sup> FEBRUARY 2025 NEEDING DECISION:

FP1 POLICIES

**RESOLVED:**

- (i) *To receive and review the following Policies:
  - a) KTC Carers Leave Policy.
  - b) Compassionate Leave Policy.*
- (ii) *That these to Polices be consider by the Personnel Committee and then be brought back to full Council for approval and for signing by the Chair of Council and Town Clerk.*

FP2 ANNUAL FINANCIAL RISK MANAGEMENT REVIEW 2025-2026

**RESOLVED:**

- (i) *To receive and review the new Annual Financial Risk Management document 2025-2026.*
- (ii) *To approve a recommendation from the Finance and Policy Committee that this item is deferred to March Finance & Policy meeting, so the RFO, the Town Clerk and Cllr Leonard can review and update the risk matrix.*

FP3 CIL SUBMISSION

**RESOLVED:**

- (i) *To receive and note the CIL submission from St Francis Church.*
- (ii) *That the CIL Policy be reviewed to ascertain, if any amendments need to be made.*

HM

- (iii) That information provided by Cllr Burton and the legal advice sought by the Town Clerk be submitted to the Finance and Policy Committee together with the CIL submission for consideration.*
- (iv) That on the grants application form and in the policy criteria that Churches be included as a recipient.*

Cllr D Biddleston is going to request that B&NES Council provide some training to all Town and Parish Council in respect of CIL and how it can be sent.

#### **FP4 TOWN COUNCIL UTILITIES**

**RESOLVED:**

- (i) To receive and note the information regarding the Council electricity supply.*
- (ii) That this item be deferred for the RFO to collate more information and research other companies who offer this service.*

#### **FP5 YOUTH GRANT**

**RESOLVED:**

- (i) To receive and note the information regarding the remaining grant funding.*
- (ii) That Council approve a recommendation from the Finance and Policy Committee that the remaining Youth Grant be spent.*

It was suggested that details of the Officer writing any report be clearly visible on future reports.

#### **328. SCHEDULE OF PAYMENTS – MONTH 11 – FEBRUARY 2025**

**RESOLVED:**

*That the Schedule of Invoices be approved for payment and copy be signed by the Chair of Council.*

#### **ITEMS TO RECEIVE AND NOTE:**

#### **329. CEMETERY BIER**

**RESOLVED:**

*To receive and note the above information in relation to the Cemetery Bier.*

It was suggested that a place of storage for the bier be promoted via KTCRfm.





330. LOCAL PUBLIC CONSULTATION – POST OFFICE (Decision attached)

*RESOLVED:*

*To receive and note the information in respect of the decision following the Keynsham Post Office Consultation.*

331. CHRISTMAS LIGHTS 2025

*RESOLVED:*

*To receive and note the information regarding the Christmas lights.*

332. FEBRUARY 2025 UPDATE ON LITHIUM BATTERIES AND REQUEST FOR HELP

*RESOLVED:*

*To receive and note the information regarding the lithium-ion campaign.*

333. CONCERNS REGARDING EXCESSIVE SPEEDING ON ROCK ROAD, KEYNSHAM

*RESOLVED:*

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

*(ii) To note that Cllr Alex Beaumont is liaising with the resident in respect of this matter.*

334. DATE OF NEXT MEETING

*RESOLVED:*

*To note that the date for the Town Council's next meeting is Tuesday 18<sup>th</sup> March 2025 at 7.00pm in The Space, Market Walk, Keynsham.*

335. 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 30 & 31 to progress sensitive issues.*



336. OFFICE LEASE

**RESOLVED:**

- (i) *To receive and note the report and quotes.*
- (ii) *To accept and approve tender two.*

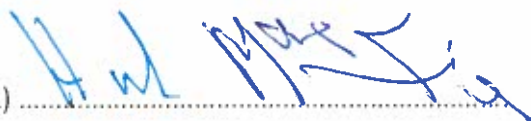
337. YOUTH STAFF CLINICAL SUPERVISIONS

**RESOLVED:**

- (i) *To receive and note the 3 quotes for the Youth Staff Clinical Supervisions.*
- (ii) *That quote 2 be accepted and approved.*

The meeting finished at 8.50 p.m.

Signed: (CHAIR) .....



Date: .....

18<sup>th</sup> March 2025