

KEYNSHAM TOWN COUNCIL

Minutes of the Capital Projects Committee meeting held on Monday 11th November 2024 at 4.00 pm in MakeSpace, Riverside Terrace, Keynsham

PRESENT: Councillors M Burton, C Fricker, H MacFie and A Wait

IN ATTENDANCE: Dawn Drury – Town Clerk, Alan Jenner – Assistant Town Clerk

14. APOLOGIES FOR ABSENCE

Councillors C Davis, A Halliday and Alex Beamont.

15. DECLARATIONS OF INTEREST

Cllr M Burton as a Trustee of St. John's Church and Cllr A Wait as a member of St. John's Church (in respect of the item relating to The Paddock) and Fox and Hounds Lane Conservation Area (as a member).

16. DISPENSATIONS

There were none.

17. RESIGNATION OF COUNCILLOR HALLIDAY

RESOLVED:

To note that since producing the agenda that Councillor Halliday has retracted his resignation.

18. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the Minutes of the Capital Projects Committee meeting held on 25th June 2024 (previously circulated) be confirmed as a true record and signed by the Chairman.

19. PUBLIC PARTICIPATION

There was none.

20. UPDATES WITH WRITTEN REPORTS

a) THE PADDOCK

RESOLVED:

(i) To receive and note the report on The Paddock.

- (ii) That the community are consulted again on suggestions for a future use of The Paddock. Contact groups that have previously expressed an interest. Contact the Local History Society, Abbey Remains group and the Church for their thoughts and an article in Keynsham Voice with ideas being submitted back by mid-January 2025.*
- (iii) That Capital Projects and full Council set the direction in respect of the core objective for works that should be undertaken, once the community consultations are received, in order that Heritage Grant funding can be sought.*

b) FOX AND HOUNDS LANE

RESOLVED:

- i) To receive and note the report.*
- ii) That a recommendation be made to full Council that tenders be sent out to three builders in respect of the works that are required for the wall repair and gate works to be scheduled in the next financial year.*
- iii) That the FFLAG group could look at seeking funding.*
- iv) That the Town Council consider and approve the budget for this project once the tenders have come in from the builders.*
- v) That advice be sought as to whether planning permission should be sought with the land being in a Conservation Area.*

c) VAS SIGNAGE

RESOLVED:

- (i) To note that the mobile VAS 30 m.p.h. sign has been delivered and will be fitted as soon as some larger jubilee clips arrive that can fit the lamp post.*
- (ii) To note that the Memorandum of Understanding with BANES is approved verbally but needs to be signed.*
- (iii) That a further 20 mph VAS sign is being purchased to fit on Wellsway. Location approved by BANES and will be included in the Memorandum of Understanding. Funding of purchase of this sign is not at the expense of the Town Council but is being funded from Ward Councillors Initiative Funding.*

d) 106 AND CIL RESERVES and BUDGET FOR CAPITAL PROJECTS

RESOLVED:

- (i) That the priority Capital Projects are listed so that budgets can be allocated to these at the next meeting to be scheduled in December.*
- (ii) That the budget recommendations to be provided to the Town Clerk to go in a draft budget to be considered by Council at its December meeting.*
- (iii) That B&NES are approached and asked how much CIL has been generated in Keynsham in the last two years and what proportion of the B&NES 85% has been spent in Keynsham.*

e) PLAYGROUNDS INSPECTION REPORTS - ROSPA PLAY AREA

RESOLVED:

- (i) To receive and note the outcomes of the external RoSPA play area inspections.*
- (ii) To take into consideration the number of actions required when setting the budget for 2025 – 2026 for play areas. Currently, there is no play area budget code but there is £25,000 in an EMR – Play Area Replacement.*
- (iii) To recommend to full Council at the December meeting a budget for any works to be carried out in 2025 - 2026. Tenders sought for work and brought back to full Council for approval.*

f) HIRE FRAMEWORK AGREEMENT FOR WORK VANS WITH NORTHGATE VANS

RESOLVED:

- (i) To consider the agreement offered by Northgate discussed in the written report.*
- ii) That to recommend to full Council to not sign the agreement.*

21. UPDATE ON CAPITAL PROJECTS

a) Keynsham Cemetery and Chapel

RESOLVED:

- (i) To receive and note the report.*
- (ii) To note the paper of the history of Keynsham Cemetery.*
- (iii) To receive and recommend to full Council to approve the proposed letter to the Architect to approve the statement of significance and faculty application in the light of the history of likely archaeological material beneath the East Chapel and the tender letter for repair works to the Chapel.*
- (iv) To note the budget recommendations for works including any for budget for 2025/2026 and that will be before the Committee in its December meeting to be incorporated in the draft budget considered by full Council.*
- (v) That Council consider authorising the Assistant Town Clerk to provide the Association of Roman Archaeology with the history of the Cemetery and inviting them to a meeting to discuss how to take forward a non-invasive search of the Cemetery for archaeological information other than graves, including possible funding for that work.*

b) MANOR ROAD PAVILION

RESOLVED:

- (i) To receive and note the report.*
- (ii) To send out tenders to get the Lime Kiln shed repaired so that a figure can be put in the budget for 2025 – 2026.*

c) UNIT 11B BURNETT

RESOLVED:

To receive and note the report.

22. PROPOSED CEMETERY SOFTWARE PACKAGES 2025-2026

RESOLVED:

- (i) To receive and note the marketing information available in the report.*
- (ii) To recommend to full Council that expenditure on the software package for recording and possibly mapping, estimated at up to £15,000 be included in the budget for 2025/2026.*

23. DATE OF NEXT MEETING

To note that a meeting be arranged by Doodle Poll, in early December, to give updates.

24. 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 business to be transacted. Agenda Items 13 - 16 - to progress sensitive issues.

25. OFFICE

RESOLVED:

- (i) To receive and note the written report in respect of the Office.*
- (ii) To make recommendations in the report to full Council*

26. SILVANUS PROJECT

RESOLVED:

- i) To receive and note the written report.*
- ii) To make recommendations to full Council on next steps.*

27. COMMUNITY OF ASSET VALUE

RESOLVED:

- (iii) To receive and note the report.*
- (iv) To make recommendations to full Council as set out in the report.*

28. MAKESPACE FUTURE OPPORTUNITIES

RESOLVED:

To receive and note the written report.

The meeting ended at 5.35 p.m.

..... (Chairman)

Dated:

DRAFT