

Minutes of the Consultation Response Group meeting held on
Wednesday 12th June 2025 in the Town Council Office, 15 – 17 Temple Street
Keynsham at 7.00 p.m.

PRESENT: Cllrs D Biddleston, M Burton, D Cooper and C Fricker

IN ATTENDANCE: Dawn Drury – Town Clerk

1. MEMBERSHIP OF THE CONSULTATION RESPONSE GROUP 2025/2026

RECOMMENDED:

To note that Councillors Cllrs Dave Biddleston, David Brassington, Martin Burton, Deb Cooper and Clive Fricker are the appointed members of the Consultation Response Group for the Municipal Year 2025/2026, as agreed at the Annual Meeting of the Town Council on 20th May 2025.

2. ELECTION OF CHAIRMAN 2025/2026

RECOMMENDED:

To note that Councillor D Cooper was elected as Chair of the Consultation Response Group for the Municipal Year 2025/2026.

3. ELECTION OF VICE CHAIRMAN 2025/2026

RECOMMENDED:

To note that Councillor M Burton was elected as Vice Chair of the Consultation Response Group for the Municipal Year 2025/2026.

4. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Brassington.

5. DECLARATIONS OF INTEREST

There were none.

6. NOTES OF LAST MEETING

RESOLVED

That the Consultation Response Group meeting notes (previously circulated) of the meetings held on 26th February 2025 and 12th March 2025 be confirmed as a true record and signed by the Chairman.

7. TERMS OF REFERENCE

RESOLVED:

To receive and note the Group's Terms of Reference which required no amendments or deletions.

8. PARISH CHARTER SURVEY (Response attached)

RESOLVED:

- (i) To receive, note and consider responses to the Parish Charter Survey (Responses appended to these minutes).*
- (ii) That the responses be reported to the Town Council meeting on 17th June 2025.*
- (iii) That the Clerk submits the Town Council's response by the deadline of 27th June 2025*

9. PARISH LIAISON MEETING LOCATION SURVEY (Response attached)

RESOLVED:

- (i) To receive, note and consider responses to the Parish Liaison Meeting Location Survey (Responses appended to these minutes).*
- (ii) That the responses be reported to the Town Council meeting on 17th June 2025.*
- (iii) That the Clerk submits the Town Council's response by the deadline of 27th June 2025*

10. DATE OF NEXT MEETING

RECOMMENDED:

To note that a Doodle Poll will be sent out to ascertain the date and time of the Working Party's next meeting.

The meeting finished at 7.30 p.m.

Signed: (Chairman) Dated: