

**Minutes of the Town Council meeting held on  
Tuesday 17<sup>th</sup> June 2025 in The Space, Market Walk, Keynsham at 7.30 pm.**

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**PRESENT:** S Alenshasy, M Burton, D Biddleston, D Brassington, E Cannon, D Cooper, C Davis, H MacFie and A Wait (Chair).

**IN ATTENDANCE:** Dawn Drury – Town Clerk

**42. APOLOGIES FOR ABSENCE**

*Apologies were received and accepted from Councillors Alex Beaumont, Adrian Beaumont, C Brennan, C Fricker, A Halliday and C Leonard.*

**43. DECLARATIONS OF INTEREST**

*Cllr E Cannon declared an interest in item 15 on the agenda - Kennet and Avon Canal.*

**44. DISPENSATIONS**

There were none.

**45. PUBLIC PARTICIPATION**

There were 10 members of the public present.

Agenda item 8 was brought forward, so that the Young People from TimeOut could present on the Kaleidoscope Fest (members of which needed to leave the meeting by 7.50 p.m).

**46. TIMEOUT KALEIDOSCOPE PRESENTATION**

A presentation was given to Council by Young people of TimeOut (Amelie, Ollie and Donae) supported by Ibby (Youth Support Worker) and James McPhee (KMFA Limited) on the plans for the Kaleidoscope Festival on 5<sup>th</sup> and 6<sup>th</sup> July 2025.

James introduced the team and explained the previous format for festivals and the changes to this year.

Amelie reported on the theme being environment related. She informed Council that the theme was all about frogs and that activities (such as the geocaching), clothing, zones of the Festival and advertising would all be frog related.

Named zones include: the pond (the chill out space), the swamp, the meadow, the Lily Pad stage.

Ollie explained one of the main activities, which is a geocaching experience on a frog theme including a hook a frog activity, finding clues in the forest zone to solve alphabetic and morse code puzzles. Rather than apps and doing this online, entry sheets will be handed out at the Festival to those that wish to take part.

Donae spoke on why it was important to be at the Festival. The Festival gives you opportunities to learn new skills (setting up and planning the event), DJ skills, performing on the stage and organising activities and making props for the day (painted banners, hook a frog equipment).

James ended the presentation, stating that a full report of the event will be supplied by the planning board and staff and this will be presented to Council after the Festival.

The young people were congratulated on their presentation, and it was commented that the theme was a great idea.

Note: Cllr Biddleston commented that Standing Orders state that the moving of an item on the agenda should be done under a vote, to suspend Standing Orders, taken by full Council and is not the Chair's decision. The Clerk will check on this and report back at the next meeting.

#### **47. CHAIRMAN'S ANNOUNCEMENTS**

The Chair reported as follows:

- He attended a Civic Procession, including the Annual General Meeting and Election of the Mayor of Bath held in Bath Abbey on Saturday 7<sup>th</sup> June. The newly elected Mayor is Councillor Dr Bharat Pankhania, and he will be the 798<sup>th</sup> Mayor of Bath. The Chair explained the historic set up of Bath City Council that ran alongside Wansdyke Council, both of which have now been dissolved, and the formation of B&NES Council and Keynsham Town Council. Back in the time of Bath City Council, Bath had lots of wealth and assets which were then passed on to Bath and North Somerset Council. As Bath is not parished this has caused some ill feelings. B&NES Council is trying to keep all things equal but there is still resentment.
- The Chair encouraged members to complete the B&NES TRO survey on the reduction of the speed limit from 40 m.p.h. to 30 m.p.h. on the A4 between the Broadmead Roundabout and almost into Saltford.
- The Chair reminded members of the forthcoming Music Festival on 5<sup>th</sup> and 6<sup>th</sup> July and the supporting events in the lead up week. He commented on the new KMFA Limited website and the advertising of all the events on this site.

#### **48. QUESTIONS ON NOTICE BY MEMBERS**

There were none.

**49. KEYNSHAMNOW**

Cllr Wait reported that the main item on their recent agenda was a visit from Sophia Mackenzie from the Violence Reduction Team. They discussed knife crime reduction, that it was a crime and illegal to carry knives. It was explained that carrying a knife for fishing was different from carrying a knife with intent.

The Sub-Committee have been busy working on themed play area mood boards, ready for consultation in the summer holidays.

They have learnt about the Re-Loved event and a few members were involved in this.

Note. Cllr Biddleston requested that the Youth Council (KeynshamNow) was not under the same scrutiny as other Youth activities associated with the Council and that the statistics in respect of how many people were attending each session and where they were coming from to attend the meetings should be reported at future Town Council meetings. The Clerk reported that it had already been resolved that such figures would be reported as part of the KeynshamNow agenda item for the Youth Strategy Working Group meetings and the minutes of these meetings would be circulated to all Councillors and would also be included in the list of meeting minutes for full Council to receive and note.

**50. PRESENTATION ON THE EARLY STAGES OF SCOPING OPTIONS FOR A WIDER REGENERATION SCHEME OF KEYNSHAM MEMORIAL PARK AND WEIR**

Meg Collin, Green Infrastructure Project Manager, Climate & Environment Team, B&NES Council gave a report and slide presentation on the early stages scoping options of the wider regeneration scheme of the Keynsham Memorial Park and Weir. She reported that plans are only in the early scoping stages and were not ready for full public consultation at this stage.

Councillors asked questions as follows:

Q - Cllr C Davis asked whether there was a fish weir in the river within the Keynsham Memorial Park?

A – There is already a fish pass in this section of the river, but it has been designed incorrectly, and no actual Atlantic Salmon or Eels have been seen using it. It seems to be too steep, and the bottom is often completely dry. Possible options for improvement include stepped weirs, rock ramps, partial or total removal of the existing weir (the latter would include rerouting the river to improve the flow and resolve some of the issues associated with the river slitting up on the bank edges, which is a Health and Safety risk and bank erosion in other parts. It needs to be noted that no decision has been made in respect of proposed resolutions to the fish pass problem and the community of Keynsham will be consulted on the options once all the feasibility studies have been undertaken.

Q – Cllr D Cooper asked what the scale of the budget was for the project.

A – There is no budget at this stage as all the works are currently aspirations and need to be fully costed, consulted on and then the funding needs to be sourced.

In response to the answer Cllr Cooper said that the project needs to be fully funded before commencement so that during the project the public are not told that it cannot be completed to the approved plans due to lack of funding.

Q – Cllr D Biddleston – Firstly, there is a depth of feeling that the weir should not be removed, and voice of the community needs to be taken into consideration. Also, there are transportation change plans for the Park that include being able to cycle through the same, together with proposed plans for a transportation hub. Both schemes of work need to be considered in conjunction with each other and incorporated in all discussions to ensure that one plan does not affect another. Both schemes should be consulted on by the community thoroughly.

Q – Cllr S Alenshasy – has a risk assessment been undertaken in respect of the structural limitations and finances. Will the project include funding for ongoing maintenance.

A – The current maintenance liability and future costs will be a big part of the design for the project.

Cllr Wait asked for an onsite meeting to discuss the project in more detail once the plans are further down the line but well in advance of formal consultation.

Meg responded that she would be happy to have a site visit with all Councillors and would invite Simon of BART, so that he could answer any questions in respect of fish migration.

Meg was thanked for her presentation, also, Zoe, Meg's colleague who supported her at the meeting.

## 51. ALLOTMENT ASSOCIATION QUARTERLY UPDATE

Rob and Annie Stewart of the Allotment Association reported the following:

The Council may recall the discussions in respect of the introduction of bee hives at the site, on one plot that would be fenced off. These plans were going well until the Keynsham and Saltford Bee Society informed the Allotment Association that bees could not be sited within 60 metres of any mechanical noise (mowers, strimmers etc). It would be impossible for the allotment plots holders to comply with such restrictions hence the project has now been abandoned.

Plot 76 the proposed bee site, is in such a state and it cannot currently be let as a useable plot. The plot surface level has been lowered by several meters compared to the surrounding plots due to the extractions of tonnes of rock by the previous plot owner. The removal of the waste from this site is far too big a job for the Allotment Association members. The appointment of an external contractor to clear the site and improve the site to a lettable condition will be undertaken using some of the Sec.106 fundings that the Town Council holds for this site.

The Allotment Association Committee will also look at the creation of an accessible site for a wheelchair user by repurposing an existing plot when one comes available that is close to the track, giving vehicular access to said plot.

There are 32 people on the waiting list and frequent requests are being made to be added to the waiting list. 5 plots have recently been re-let, two of these plots were only recently let but the plot holders have had to give up due to ill health.

The Crop Drop project will start again in July, with twice weekly surplus produce being donated to the Community Fridge and the Children's Centre (in Keynsham).

Note: Cllr Cooper, who keeps bees, has not heard of this rule about bees and machinery said that she would investigate this further and report back to the Allotment Association.

## 52. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

There were none.

## 53. MINUTES OF MEETINGS

<u>Committee/Working Party</u>	<u>Date 2025</u>	<u>Status</u>
Consultation Response Group	12 <sup>th</sup> June 2025	DRAFT
Planning Committee	9 <sup>th</sup> June 2025	DRAFT
Finance & Policy Committee	10 <sup>th</sup> June 2025	DRAFT
Environment and Sustainability Committee	27 <sup>th</sup> May 2025	DRAFT
Personnel Committee	19 <sup>th</sup> March 2025	APPROVED
Personnel Committee	22 <sup>nd</sup> May 2025	DRAFT
Grants Committee	11 <sup>th</sup> June 2025	DRAFT
EATH Committee	4 <sup>th</sup> June 2025	DRAFT
Youth Strategy Working Group	28 <sup>th</sup> May 2025	DRAFT
KNAP Working Party	5 <sup>th</sup> June 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.*

### ITEMS FOR DISCUSSION REQUIRING A DECISION:

## 54. LIME KILN STORE ROOF – MANOR ROAD

### **RESOLVED:**

- (i) *To accept the tender attached for refurbishment of the Lime Kiln Store.*

(ii) To approve the works.

55. KENNET & AVON CANAL TRUST (KACT)– 75<sup>th</sup> ANNIVERSARY IN 2026

*RESOLVED:*

*That Councillor Cannon respond to KACT that Council is lukewarm in respect of the matter.*

56. ONE STOP SHOP – SOMERDALE

*RESOLVED:*

*That Clerk write to B&NES Planning Team to see if they are aware of the information in respect of the shop.*

57. MINSMERE ROAD DEVELOPMENT STREET NAMING REQUEST

*RESOLVED:*

*That Council submit the following as street name for the road within the Minsmere Road development:*

*Suggestion - Chew Road.*

58. WHISTLE BLOWING POLICY

*RESOLVED:*

*That the Whistle Blowing Policy be approved, dated and referenced with the minute number.*

59. PARISH CHARTER SURVEY

*RESOLVED:*

- (i) *To receive, note and consider the responses to the Parish Charter Survey as recommended by the Consultation Response Group.*
- (ii) *That Council approve the survey responses.*
- (iii) *That the Clerk submits the Town Council's response by the deadline of 27<sup>th</sup> June 2025.*

60. PARISH LIAISON MEETING LOCATION SURVEY

*RESOLVED:*

- (i) To receive, note and consider responses to the Parish Liaison Meeting Location Survey as recommended by the Consultation Response Group.*
- (ii) That Council approve the responses.*
- (iii) That the Clerk submits the Town Council's response by the deadline of 27<sup>th</sup> June 2025.*

61. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 15<sup>TH</sup> APRIL 2025

In accordance with the Schedule of Delegation approved on 22 April 2021, to note the delegated decision made in advance of the May 2025 scheduled payments taken by the Town Clerk in consultation with Members.

*RESOLVED:*

*To note there were none.*

62. MATTERS FROM FINANCE AND POLICY COMMITTEE MEETING ON 13<sup>TH</sup> MAY 2025 (Draft minutes previously circulated) (Attached details of APPROVED items to be received and noted from minutes of 13<sup>th</sup> May 2025 Item 22 A – D)

*RESOLVED:*

*To receive and note the approved items.*

63. UPDATES FROM THE RFO

*RESOLVED:*

*To receive and note the updates.*



## FP1 MUSIC STUDIO INCOME AND EXPENDITURE

### *RESOLVED:*

- (i) To receive and note the Rialtas reports provided regarding the Music Studio. Please note there is no report for expenditure as no funds have been spent this financial year.*
- (ii) That reports for in month and year to date be included in the agenda going forward.*

## FP2 POLICIES

### *RESOLVED:*

- (i) That the following Policies be received and noted with the following comments:*

#### *a) CIL Policy.*

- To note that the Finance and Policy Committee have recommended that a Working Group to be created to re-write the policy.*
- The Clerk recommends that this be a task and finish Working Group with two meetings at the most allocated.*
- That Council approve the membership of this CIL Policy Writing Working Group to include Cllrs Alenshasy, Burton, Wait, Cooper with the RFO and the Assistant Clerk in attendance.*
- That item FP4 CIL funding forms be considered by this same Working Group.*

#### *b) GDPR*

- To note that Finance and Policy Committee recommended that this policy be referred back to Council, as there was a disagreement over whether the confidential papers be left in SharePoint or removed. (The changes to include the confidential papers in SharePoint were agreed at Council in May).*
- That this matter be investigated further by contacting other Councils and ALCA and the policy be returned to Finance and Policy for amendment.*

#### *c) Social Media Policy*

*That the last 2 paragraphs be re-written and brought back to the next Finance and Policy meeting.*

**FP3 STATEMENT OF INTERNAL CONTROL 2025-2026**

**RESOLVED:**

- (i) *To receive and note the Statement of Internal Control.*
- (ii) *To receive a recommendation from Finance and Policy Committee that the Statement of Internal Control be approved by Council.*
- (iii) *That the Statement of Internal Control be amended that the process of considering the budget be started earlier, in October.*

**FP4 CIL APPLICATION FORMS**

**RESOLVED:**

*As above in FP2 (i).*

**64. SCHEDULE OF INVOICES DUE FOR PAYMENT – JUNE 2025 – MONTH 3**

**RESOLVED:**

*That the Schedule of Invoices for June 2025 be approved for payment.*

**ITEMS TO RECEIVE AND NOTE:**

**65. BATH WELCOMES REFUGEES – CHALLENGING RACISM IN KEYNSHAM**

**RESOLVED:**

*To receive and note that this item has been deferred to the July meeting.*

**66. DATE OF NEXT MEETING**

**RESOLVED:**

To note that the date for the Town Council's next meeting is **Tuesday 15<sup>th</sup> July 2025 at 7.00pm** in The Space, Market Walk, Keynsham.

**67. 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 29-31 to progress sensitive issues.

**68. CEMETERY ENQUIRY****RESOLVED:**

- a. To receive and note the report.*
- b. That the request be denied.*

**69. KEYNSHAM- BANKING HUB****RESOLVED:**

*That the verbal update be received and noted.*

**70. EN0210004 HINKLEY POINT C CONNECTION PROJECT MATERIAL CHANGE - EIA SCOPING NOTIFICATION AND CONSULTATION (****RESOLVED:**

- a. To receive and note the letter.*
- b. That Council make no comment*

The meeting finished at 9.15 p.m.

Signed:..... (Chair)

Date: .....