



Contact [ndp@keynsham-tc.gov.uk](mailto:ndp@keynsham-tc.gov.uk) Telephone 0117 9868683

## **NDP Steering Group Meeting Minutes**

### **Wednesday 2<sup>nd</sup> July 2025 – 6.30 pm**

PRESENT: Councillors M Burton, C Fricker and H MacFie

Councillor Alex Beaumont (substitute)

IN ATTENDANCE: D Drury (Town Clerk) and Alan Jenner (Assistant Town Clerk)

#### **59. ELECTION OF CHAIRMAN 2025/2026**

**RESOLVED:**

*That Cllr C Fricker be elected as the Chair of the NDP Steering Group for the Municipal Year 2025/2026.*

#### **60. ELECTION OF VICE CHAIRMAN 2025/2026**

**RESOLVED:**

*That Cllr M Burton be elected as the Vice Chair of the NDP Steering Group for the Municipal Year 2025/2026.*

#### **61. MEMBERSHIP OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP 2025/2026**

**RESOLVED:**

- (i) To note that Councillors Martin Burton, Deb Cooper, Clive Fricker and Hal MacFie are the appointed members of the Committee for the Municipal Year 2025/2026, as agreed at the Annual Meeting of the Town Council on 20<sup>th</sup> May 2025.*
- (ii) To note that Cllr Alex Beaumont is the appointed substitute member of the Committee for the Municipal Year 2025/2026, as agreed at the Annual Meeting of the Town Council on 20<sup>th</sup> May 2025.*

#### **62. APOLOGIES**

**RESOLVED:**

*To receive, note and accept apologies from Cllr D Cooper.*

#### **63. DECLARATIONS OF INTEREST**

There were none.

64. DISPENSATIONS

There were none.

65. MINUTES OF MEETING ON 8<sup>th</sup> May 2025

**RESOLVED:**

*That the minutes of the meeting on 8<sup>th</sup> May 2025 were received and noted and signed by the Chairman.*

66. TERMS OF REFERENCE

**RESOLVED:**

- (i) *To receive and note the Terms of Reference.*
- (ii) *That under the section on Functions, second bullet point should read:*

*"Discuss with people who live, work, study and do business in the town on their needs, concerns and ideas about the key themes and issues".*

67. DRAFT NDP DOCUMENT (Recreation Topic Group Matrices and Draft Policy Statements)

The Members present worked through this document. Document with revisions attached. This is to be considered further at the next meeting.

The Assistant Town Clerk will look at B&NES existing Plan and Policy statement so that Keynsham Town Council can get more specific on the policies in the Keynsham Plan. Also refer to the data that has come from past and recent NDP consultations.

Cllr Beaumont leaves the meeting at this point.

68. YOUNG PEOPLE'S SURVEY

**RESOLVED:**

- (i) *To note that this consultation will be launched on 30<sup>th</sup> June 2025 with a deadline of the 29<sup>th</sup> August 2025 (deadline can be extended). The consultation is to be undertaken by the young people of KeynshamNow and TimeOut at the Youth Fest/Music Festival, school assemblies and drop-in sessions at other local young people organisations (Scouts, Guides, Girls Brigade, etc.)*
- (ii) *That consultation cards with QR codes to the online consultation document are being produced for handing out to young people at the Youth Fest on 5<sup>th</sup> and 6<sup>th</sup> July 2025.*



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## 69. BUSINESS CONSULTATION

### *RESOLVED:*

- (i) *To note that the Business Consultation will be re- launched on Monday 30<sup>th</sup> June and run to Friday 7<sup>th</sup> August 2025.*
- (ii) *To consider methods of distribution of the same.*

## 70. TRAVEL SURVEY

### *RESOLVED:*

*To note that the results from B&NES Council's Active Travel Plan Consultation be considered when producing the Town Council's Active Travel Plan report for the NDP together with the results of our Bus Consultation and GWR data.*

## 71. DATE OF THE NEXT MEETING

### *RESOLVED:*

*That the date of the next meeting be agreed by Doodle Calendar (Early September 2025).*

The meeting finished at 7.40 p.m

Signed: \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'Irene Funn', written over a horizontal line.

Date: \_\_\_\_\_

3.09.25

(Chair of NDP Steering Group)

