

**Minutes of the Town Council meeting held on  
Tuesday 15<sup>th</sup> September 2026 in The Space, Market Walk, Keynsham at 7.00 pm.**

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**PRESENT:** Cllrs Alex Beaumont, Adrian Beaumont, D Biddleston, D Brassington, C Brennan, M Burton, E Cannon, D Cooper, C Davis, C Fricker, S Leach (formerly Alenshasy), H MacFie and A Wait (Chair).

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

**80. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors A Halliday and C Leonard.

**81. DECLARATIONS OF INTEREST**

Cllr H MacFie declared an interest in item 9.7 – Town Christmas tree. Cllrs E Cannon and A Wait declared an interest in item 9.3 - World River's Day. Cllr Cannon as a member of the Kennet and Avon Canal Trust and Cllr Wait as a lead for B&NES in respect of the River Charter.

**82. DISPENSATIONS**

There were none.

**83. PUBLIC PARTICIPATION**

There were no members of public present.



**84. RECORD OF PREVIOUS MEETINGS**

***RECOMMENDED:***

***That the minutes of the Town Council meeting held on Tuesday 21<sup>st</sup> July 2026 (previously circulated), were confirmed as a true record and signed by the Chairman.***

**85. KEYNSHAMNOW**

Amelie gave a report on behalf of KeynshamNow as follows:-

- Both the August and September meetings were busy. The September meeting saw the annual election of officers. Amelie has been re-elected as Chair of KeynshamNow and for the first time she has a Deputy Chair to support her. For the first time ever the officer posts include 8 that have been filled by Broadlands pupils. The electorate included approximately 20 members.
- New issues in August included:

- a) safety in the dark areas of Keynsham including the Keynsham Memorial Park and the paths leading off the same
  - b) potholes within the town
  - c) the planning of another trip to Westminster but issues have arisen contacting our local MP so that he can take forward the request for a visit. The latest plan is to put together a TikTok video requesting a visit and to send the same to our Prime Minister.
  - d) The plans to meet up with Chippenham Youth Council are still being worked on.
- At the September meeting, plans for the next year were discussed.
  - At the next meeting, the attendees will be debating the monarchy.
  - There have been two face to face consultations at the Teviot Play Area and Green Space which are running alongside an online consultation. The deadline has been extended to 30<sup>th</sup> September 2026 to allow for the Friends of Teviot Road Play Area and Green Space Group to submit a response and for a consultation event to be held at both Chandag and Two Rivers Primary Schools
  - Assemblies are to be held in Wellsway, IKD and Broadlands Schools to promote the Youth Council. The Sixth Form will also be attended.

The members of the Youth Council were invited to a meeting to be held in The Space on Monday 21<sup>st</sup> September at 6.30 p.m. where members of the public, together with some Councillors, will be discussing the B&NES Draft Local Plan (this is not a Town Council meeting). This is an important issue for the young people of the town as it will be an opportunity to consider future housing and infrastructure plans for Keynsham.

Amelie was thanked for her report.

**RESOLVED:**

*To receive and note the report from KeynshamNow.*

## **86. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported the following:

- Congratulations were expressed to the In Bloom Station Group as RHS Stations in Bloom have just informed them that our town's station is one of the finalists. An article and results will be published in The Guardian.
- The Chair and Cllr Brennan recently judged and presented an award for a national karaoke competition at Club 22.
- The Chair reminded Councillors about the public meeting in respect of the B&NES Draft Local plan being held in The Space on Monday 21<sup>st</sup> September 2026.
- That this year's Remembrance Parade is on Sunday 8<sup>th</sup> November 2026, meeting point 9.00 a.m. on the High Street by Poundland for a parade to St. John's Church at 9.15 a.m.
- That this year's Winter Festival is on Saturday 28<sup>th</sup> November 12 noon – 6.00 p.m.

## 87. QUESTIONS ON NOTICE BY MEMBERS

Cllr Fricker requested that access to all meetings should be arranged so that no Councillor is excluded. The lift being out of order from this afternoon had caused a Councillor to give their apologies. Also, Councillors should not be expected to wait outside the building prior to the meeting.

## 88. ITEMS FOR DECISION

### 88.1 BUS SERVICES COMMITTEE OR BUS FORUM?

**RESOLVED:**

- (i) *To note that the Bus Services Committee recommends to Town Council the bi-monthly Committee meetings continue.*
- (ii) *That the Bus Services Committee recommends to Town Council that it holds one Bus Forum meeting per year, open to the general public at the end of June or beginning of July each year.*
- (iii) *That Ward Councillors Hale and Leach be invited to future Committee and Forum meetings.*
- (iv) *That B&NES Transport Officers, B&NES Cabinet members for Transport, members of WECA and First Bus be invited to the Forum meeting along with members of the public.*
- (v) *That 64.1 (i) to 64.1 (iv) be approved.*

### 88.2 HEDGEROW CUTTING ON A4 SALT FORD TO KEYNSHAM

**RESOLVED.**

*That the Town Clerk write to B&NES Council Enforcement Officers informing them that no further action should be taken in respect of this matter.*

### 88.3 WORLD RIVER'S DAY 27<sup>TH</sup> SEPTEMBER 2026 TO BE HELD IN PARADE GARDENS, BATH

All Councillors are welcome to attend the River Avon Charter Rights signing public meeting which will be taking place as part of the World River's Day on Sunday 27<sup>th</sup> September 2026 from 11.00 a.m. – 1.00 p.m. in Parade Gardens, Bath.

**RESOLVED.**

- (i) *To receive and note the information.*
- (ii) *That the Town Council offer assistance with promoting the event but do not extend the offer to include financial assistance.*

### 88.4 A4 BATH TO BRISTOL – KEYNSHAM SECTION CONSULTATION & HOUSING SERVICES ENFORCEMENT & FINANCIAL PENALTY POLICY RESPONSES FOR APPROVAL

Information was shared in respect of some Cllrs assisting local residents, living just off Station Road to respond to the A4 Bath to Bristol consultation. Their request was that the plans be amended so that access and egress to their homes is not restricted or made dangerous due to the planned road/cycle path amendments/additions. Also, that difficulties may arise by taking out the parking spaces which could arise from getting any construction or maintenance work done on our properties which is accessed via the very narrow road.

Concerns regarding the planned pathway through the Keynsham Memorial Park from the proposed bus stop and safety issues for users especially elderly, women and vulnerable bus users, the route of the pathway, the lack of lighting provision and there being no introduction of any mitigating safety measures. These concerns should be included within the consultation response.

**RESOLVED:**

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- (i) *To receive and note the consultation responses.*
  - (ii) *To receive a recommendation from the Consultation Response Group to approve the same.*
  - (iii) *That Council approve the consultation responses with the above concern amendment on the A4 Bath to Bristol Consultation.*
  - (iv) *That the Clerk submit the responses as follows:  
The A4 Bath to Bristol – Keynsham Section by 22<sup>nd</sup> September.  
The Housing Services Enforcement and Financial Penalty by 23<sup>rd</sup> September 2026.*

## **88.5 TOWN COUNCIL BRANDING – AMORIAL LOGO**

**RESOLVED:**

- (i) *To receive a recommendation from the EATH Committee to consider the re-branding of the Town Council logo.*
- (ii) *To receive and note the report.*
- (iii) *That the matter of any change of the Town Council logo and re-branding across the Council be deferred for a couple of years. At which time an estimated costing of the re-branding project should be provided to Council.*

## **88.6 BATH ROAD ALLOTMENTS**

Included in any discussions with Curo should be the matter of ongoing future financial contributions for these allotments.

**RESOLVED:**

*That Council opens discussions with Curo in respect of the proposed allotments at Bath Road.*

## **88.7 TOWN CHRISTMAS TREE**

**RESOLVED:**

- (i) *That Council receive and note the image of the Christmas tree available for this year.*
- (ii) *That Council approve the purchase of this Christmas tree.*

#### **88.8 MEMBERSHIP OF THE NDP STEERING GROUP AND EATH COMMITTEE**

**RESOLVED:**

*To approve Cllr A Halliday as a member of the NDP Steering Group and EATH Committee filling the two vacant positions for the rest of the Municipal Year 2026 - 2027.*

#### **88.9. START DATE FOR UPPER MEMORIAL PLAY AREA**

The Contractor will commence constructing the site compound and installing Heras safety fencing around the play area on Wednesday 16<sup>th</sup> September in preparation for commencement of decommissioning the play equipment that will not be retained and clearing the site ready for installation of the new play facilities.

**RESOLVED:**

- (i) *To note that the start of the Upper Memorial Play Area has been delayed by one week due to supplier backlog issues.*
- (ii) *To receive and note the information above.*

#### **89. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**



Cllr Davis sought clarification in respect of his role as the representative of SWAN.

The matter of Twinning was briefly discussed but no information on a recent visit to Libourne was disclosed to Council.

**RESOLVED:**

*To receive and note there were no reports.*

#### **90. MINUTES OF COMMITTEE MEETINGS**

**RESOLVED:**

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

#### **91. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 21<sup>st</sup> JULY 2026**

Delegated actions in August 2026

**RESOLVED:**

*To receive and note the expenditure for the water cooler order. The cost is £21.32 per month, and the bottles of water are £13.46. The cooler has been situated at the Cemetery for the Groundsmen. The RFO sought permission from the Chair and the Chair of Finance as the Town Clerk was on annual leave.*

92. TO NOTE AND RECEIVE UPDATES ON THE FOLLOWING DELEGATED ACTIONS TAKEN SINCE THE TOWN COUNCIL MEETING ON 21<sup>st</sup> JULY 2026

Delegated actions in September 2026

**RESOLVED:**

*To note there were none.*



93. UPDATES FROM THE RFO – AUGUST 2026

Questions were asked and comments made in respect of the August RFO updates as follows:

The Office staff were congratulated on the recent well-run defibrillator training sessions. Councillors were impressed and reported receiving good feedback from attendees.

Training in respect of how to deal with acts of terrorism such as that offered by ProtectIK was requested for all Councillors and staff prior to the forthcoming Remembrance Parade and Winter Festival.

**RESOLVED:**

*To receive and note the updates from the RFO.*

94. UPDATES FROM THE RFO – SEPTEMBER 2026

**RESOLVED:**

*To receive and note the updates from the RFO.*

Councillor Adrian Beaumont left the meeting – 8.08 p.m.

95. INSURANCE QUOTE 2026 – 2027

**RESOLVED:**

(i) *To receive and note the quote.*

(ii) *To approve the quote.*

96. MATTERS FROM FINANCE AND POLICY COMMITTEE MEETING ON 18<sup>th</sup> AUGUST and 8<sup>th</sup> SEPTEMBER 2026 (Draft minutes previously circulated) (attached details of APPROVED items to be received and noted from minutes of 14<sup>th</sup> July 2026 Item 17 A-M)

**RESOLVED:**

*To receive and note items 17 A – M.*

**FP1. TOWN COUNCIL OFFICE CCTV – ITEM FROM 18<sup>TH</sup> AUGUST F & P COMMITTEE MEETING**

**RESOLVED:**

- (i) *To receive and note the information supplied on the CCTV.*
- (ii) *To receive a recommendation from the Finance & Policy Committee to approve the CCTV Policy with the following amendment:  
Remove paragraph 2.3.*
- (iii) *To approve the CCTV Policy and that the same be signed by the Chair of Council.*
- (iv) *To note that Councillor Cooper assisted the RFO with completing the DPIA.*



**FP2. CCTV – CONSIDERED AT F & P COMMITTEE ON 8<sup>TH</sup> SEPTEMBER 2026**

**RESOLVED:**

- (i) *To receive and note the quotes for the CCTV in the Office.*
- (ii) *To note that the Finance and Policy Committee approved quote 6.*
- (iii) *To note that the Clerk to the Finance and Policy Committee was tasked with asking the CCTV provider the following questions and then report back to the F & P Committee with her findings:*
  - 1. *Can the data be stored for 28 days instead of 2 weeks?*
  - 2. *To confirm if the data is overwritten?**It was confirmed and noted that the RFO now has the answers to these questions which will be reported at the next F & P Committee meeting.*

**FP3. CCTV DPIA**

**RESOLVED:**

- (i) *To receive and note the completed DPIA.*
- (ii) *To receive a recommendation from the Finance and Policy Committee to approve the DPIA with the following changes:*
  - 1. *In section 7 remove “not sure about auto deletion.”*
  - 2. *In section 10 tick “Recorded data disclosed to authorised agencies to support post incident investigation, including law enforcement agencies.” Then untick “Recorded data disclosed to authorised agencies to provide intelligence.”*
- (iii) *To approve the DPIA.*

**FP4. POLICIES**

**RESOLVED:**

*To receive and note the following Policies updated from the July meeting:*

- (i) Information and Communication Technology Policy.*
- (ii) Risk Management Strategy Review.*
- (iii) That the Policies be approved and signed by the Chair of Council.*

**FP5. FOOTPATH CYCLE PATH ADOPTION**

**RESOLVED:**

- (i) To receive and note the map and request from B&NES.*
- (ii) To receive a recommendation from the Finance & Policy Committee to approve the contribution of £15,000, in principle, to be paid from CIL.*
- (iii) That the contribution of £15,000 be paid to B&NES from CIL.*
- (iv) That the Town Clerk contact B&NES Council to request an updated costing for the whole project.*

**FP6. SOCIAL MEDIA & ELECTRONIC COMMUNICATION POLICY**

**RESOLVED:**

- (i) To receive and note the Policy changes.*
- (ii) To receive a recommendation from the Finance and Policy Committee to approve the Policy with the following changes:*
  - 1. Change Twitter to X formally known as Twitter.*
  - 2. Remove "Repeat offenders will be blocked from our Facebook page" as we are unable to block people from a page.*
  - 3. Change examples of Facebook and Twitter etc to social media.*
  - 4. Add "Facebook messenger is not encrypted at the time of writing this policy."*
- (iii) That the Policy be approved and signed by the Chair and Town Clerk.*

**FP7. WELCOME TO KEYNSHAM SIGNS**

**RESOLVED:**

- (i) To receive and note the quotes for the Welcome to Keynsham signs.*
- (ii) To note that the Finance and Policy Committee have requested that this matter be deferred to the next Finance and Policy Committee meeting.*
- (iii) That the Members of the Finance and Policy Committee visit the sites where the signs are situated and assess whether all the signs need replacing.*
- (iv) That at the next F & P Committee meeting the members decide when the signs are to be replaced.*

**FP8. NEW KEYNSHAM TOWN COUNCIL WEBSITE**

**RESOLVED:**

- (i) To receive and note the quotes for the new Council website.*
- (ii) To receive a recommendation from the Finance and Policy Committee that Council approve quote 2.*
- (iii) That quote 2 be approved.*



**FP9. MANOR ROAD PAVILION CLEANING**

**RESOLVED:**

- (i) *To receive and note the quote for the cleaning of Manor Road Pavilion.*
- (ii) *To receive a recommendation from the Finance and Policy Committee to approve the attached quote.*
- (iii) *To approve the quote.*

**FP10. CHARLTON ROAD – NOTICE OF INTENT FOR ROAD HUMP**

**RESOLVED:**

- (i) *To receive and note the information.*
- (ii) *That Council support the Notice of Intent.*
- (iii) *That the Town Clerk informed B&NES Council of this resolution.*

**97. SCHEDULE OF INVOICES DUE FOR PAYMENT – AUGUST 2026 (MONTH 5)**

**RESOLVED:**

*To note that the attached Schedule of Invoices was approved for payment and a copy was signed by the Chair of Finance & Policy Committee. This was necessary as there was no full Council meeting held in August.*

**98. SCHEDULE OF PAYMENTS – MONTH 6 - SEPTEMBER 2026**

**RESOLVED:**

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

**99. ITEMS TO RECEIVE AND NOTE**

**99.1 ALCA GOVERNANCE STRUCTURE**



**RESOLVED:**

*To receive and note the information.*

**99.2 25-051 - On-Street Permit Review 2025 TRO - Outcome of TRO Consultation**

**RESOLVED:**

*To receive and note the information.*

**99.3 B&NES CEO RESPONSES TO QUESTIONS ASKED AT THE TOWN COUNCIL MEETING ON 21<sup>ST</sup> JULY 2026**

CLLrs discussed the importance of being actively involved in the Infrastructure Delivery Plan for the future development of Keynsham. Ensuring that CIL and Sec. 106 funds are allocated to projects effectively.

**RESOLVED:**

*To receive and note the information.*

**99.4 NAMING ROADS OFF TINTAGEL CLOSE -CURO SITE**

**RESOLVED:**

*To receive and note the information.*

**99.5 26-051 - K&S AREA TRO REVIEW - OUTCOME REPORT 4**

**RESOLVED:**

*To receive and note the information and that as per the email of Friday 4<sup>th</sup> September 2026 any comments that are received regarding the above will have been forwarded to B&NES Council by 10<sup>th</sup> September 2026.*

**99.6 KEYNSHAM SEALS – DISABLED SWIMMING CLUB 50<sup>TH</sup> BIRTHDAY CELEBRATION**

**RESOLVED:**

*To receive and note the information.*

**100. DATE OF NEXT MEETING**

**RESOLVED:**

To note that the date for the Town Council's next meeting is **Tuesday 20<sup>th</sup> October 2026** at 7.00 pm in The Space, Market Walk, Keynsham.

**101. 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 23 progress sensitive issues.

**102. TIMEOUT LEASE UPDATE**

Expenditure on Youth Services across the rest of B&NES was discussed and how much was being contributed by the Local Authority. Concerns were raised in respect of double taxation.

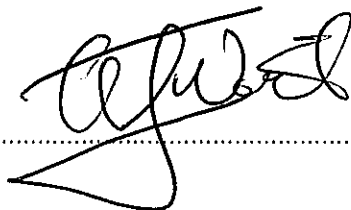
**RESOLVED:**

(i) *To receive and note the report.*

- (ii) *That the Chair of Council meet with B&NES Cllr Paul Roper, Cabinet Member for Economic and Cultural Sustainable Development to get his views regarding the same.*

The meeting concluded at 8.45 p.m.

Signed: (CHAIR) .....

A handwritten signature in black ink, appearing to be 'P. Roper', written over a dotted line.

Date: 201026 .....