Amanda Hazell – Responsible Finance Officer
15-17 Temple Street,
Keynsham, Bristol BS31 1HF
Telephone: 0117 9868683
Email: rfo@keynsham-tc.gov.uk
www.keynsham-tc.gov.uk

To All Members of the Environmental and Sustainability Committee:

Keynsham Town Councillors: A Beaumont, D Biddleston, E Cannon, C Leonard, H MacFie and A Wait

Lead Community Organisations: Richard Prior, Churches Together
Alan Greenfield

cc. All Other Town Councillors

Dear Members of the Environment and Sustainability Committee

You are invited to a meeting of the ENVIRONMENT & SUSTAINABILITY COMMITTEE on Tuesday 24th November 2026 commencing at 6.30 pm in the TOWN COUNCIL OFFICE, 15-17 Temple Street, Keynsham, BS31 1HF

Signed on 19th November 2026

By Amanda Hazell, Responsible Finance Officer

EMERGENCY EVACUATION PROCEDURE
When the continuous alarm sounds, you must evacuate the building by the exit and proceed to the assembly point: Grassed area past St. Cadoc House, Temple Street.

Arrangements are in place for the safe evacuation of disabled people.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE AGENDA

1. APOLOGIES

To receive and accept apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019/amended 20 May 2025) issued in accordance with

the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

3. DISPENSATIONS

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

RECOMMENDATION:
To receive requests for dispensations (for disclosable pecuniary interests) prior to an individual item(s) being discussed, that Members may only become aware of during the meeting itself.

4. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:
That the Minutes of the Environment and Sustainability Committee meeting held on Tuesday 22nd September 2026 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. FARMER'S MARKET

The Farmer's Market dates for December and February are the 12th December 2026 and 13th February 2027.

RECOMMENDATION:
To consider if the Council wishes to be present at the December and February Farmer's Markets.

6. CARBON SENSE (attached)

Attached is information received from a company called Carbon Sense. Also received was the email below:

Carbon Sense supports organisations and local councils with the practical side of carbon management.

We can help Keynsham Town Council with:

- Carbon footprinting – establishing a clear and reliable baseline of the Council's operational carbon emissions.
- Carbon accounting and data management – helping collect, organise and monitor the relevant emissions data year on year.
- Carbon reduction planning – identifying practical and achievable opportunities to reduce emissions across areas such as energy, buildings, transport, waste and resources.

- Net Zero planning and targets – supporting the Council to develop realistic reduction targets and a clear pathway towards them.
- Measuring and reporting progress – putting a straightforward process in place to demonstrate what is changing and where further action is needed.
- Practical environmental support – helping turn environmental ambitions into measurable actions that can also support wider discussions around community resilience, efficiency and resource management.

Our approach is practical and proportionate to the needs and resources of each council. We can support a council from an initial carbon footprint through to ongoing carbon management and reduction planning.

We currently work with St Ives Town Council, have previously supported Axminster Town Council, and have recently begun a three-year partnership with Truro City Council, supporting its carbon management, emissions reduction, waste and wider environmental opportunities.

RECOMMENDATION:

(i) To receive and note the information received from Carbon Sense.
(ii) To decide if carbon management is a project the Committee would like to recommend to Council.
(iii) To inform or recommend to Council to engage with Carbon Sense.

7. CLIMATE EMERGENCY PRACTICAL STEPS GUIDE (attached)

RECOMMENDATION:

i) That the Climate Emergency Practical Steps Guide be received and noted.
ii) That the Committee recommend to Council to approve the Guide.

8. ROOFTOP REVOLUTION

To receive a verbal update from Councillor Wait.

RECOMMENDATION:
To receive and note the update.

9. KEYNSHAM TOWN COUNCIL ENVIRONMENT AND SUSTAINABILITY PROJECT PLAN (attached)

RECOMMENDATION:

i) To receive and note the attached KTC Environment and Sustainability Project Plan.
ii) To receive and note the update from the RFO (attached).
iii) To decide on an item to start work on.

10. DATE OF NEXT MEETING

RECOMMENDATION:
To note that the next meeting of this Committee will be held on TUESDAY 26TH JANUARY 2027 at 6.30 pm in the Town Council Office.