

**Minutes of the Consultation Response Group meeting held on
Monday 5th January 2026 in the Town Council Office, 15 – 17 Temple Street
Keynsham at 7.00 p.m.**

PRESENT: Cllrs D Biddleston, M Burton and C Fricker

IN ATTENDANCE: Dawn Drury – Town Clerk

In the absence of the Chair of the Consultation Response Group the Vice Chair, Cllr Burton, chaired this meeting.

26. APOLOGIES FOR ABSENCE

Cllr D Cooper.

27. NOT PRESENT

Cllr D Brassington.

28. DECLARATIONS OF INTEREST

There were none.

29. DISPENSATIONS

There were none.

30. NOTES OF LAST MEETING

RESOLVED

That the notes of the Consultation Response Group (previously circulated) held on 12th November 2025 be deferred to the next meeting, for signature, due to there being an insufficient number of Councillors present at this meeting that were at the meeting of 12th November 2025 and could confirm them as a true record.

31. PENSIONS ADMINISTRATION STRATEGY CONSULTATION (Responses attached)

RESOLVED:

- (i) To receive and note the information in respect of the Pensions Administration Strategy Consultation.*
- (ii) That the Town Council responses to the consultation appended be submitted to the Personnel Committee at their meeting on 7th January 2026 for review and that this Committee recommend to Council to approve the consultation responses.*
- (iii) That the Town Clerk submit the responses to the consultation to Avon Pension Fund by 30th January 2026.*

32. CALL FOR SITES FOR GYPSY AND TRAVELLER PITCHES (GTAA)

RESOLVED:

To receive and note the information on the Call for sites for Gypsy and Traveller pitches (GTAA)

No response required from the Town Council.

33. DATE OF NEXT MEETING

RECOMMENDED:

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

The meeting finished at 7.30 p.m.

Signed:  (CHAIR)

Date: 13/4/26