



EMERSONS GREEN  
TOWN COUNCIL

**Minutes of a Meeting of Full Council**

**11 June 2020**

**held via Skype due to COVID-19 restrictions**

**Present:** Councillors S Budd (Chairman), D Somers, P Todd, Pat, C Johnson, J Hunt, M Palmer, R Hunt, R Nichols, S Bassett

**Attendees:** Kath MacConnachie (Clerk)

**170. Apologies**

Apologies were received from councillors Hill, Sweeney and Adams.

**171. Declarations of Interest under the Localism Act 2011**

There were no declarations of interest.

**172. Public participation**

No members of the public joined the Skype meeting.

**173. To approve the Minutes of the Full Council Meeting held on 9 April 2020**

It was agreed that the minutes of the meeting held on 9 April 2020 were a true and accurate record of the meeting and that these would be signed by the Chairman at the next opportunity.

**174. Outstanding Items from these Minutes**

Councillor Hunt gave an updated from the South Gloucestershire Council Officer CH regarding the Metrobus stop. It was noted that now the markings were in place, it was a bit of a 'pinch point' due to the limited space. A safety audit carried out had taken into account the cyclists cycling in front of the stop, but also picked up that there was clear line of site and personal responsibility. South Gloucestershire Council would be monitoring the issue.

**175. To receive and note the annual internal audit report 2019/20 – page 3**

The councillors noted the annual internal audit report 2019/20. There were no issues reported by the internal auditor.

**176. Financial Regulations Annual Governance & Accountability Return 2019/20 – Annual Governance Statement**

- The councillors considered the statements on page 4 of the AGAR 'Annual Governance Statement 2019/20'. It was **Resolved** that the statement was true and accurate and should be signed by the Chairman on behalf of the council.

**Action: Clerk and Chairman**

**177. Annual Governance & Accountability Return 2019/20 – Accounting Statements**

- To councillors considered the Accounting Statement on page 5 of the AGAR. It was **Resolved** that the statement was true and accurate and should be signed by the Chairman on behalf of the council.

**Action: Clerk and Chairman**

**178. Community Infrastructure Levy Funding (CIL)**

The clerk noted that the Town Council had been allocated CIL funding of £8,952.01 from development in 2019/20. It was **Resolved** that the funds be allocated to the earmarked reserves for the Youth Hub project.

**Action: Clerk**

**179. Correspondence**

A letter of thanks from St Peter's Hospice for the grant award had been circulated in advance and was noted.

Information on the South Gloucestershire Council public consultation on its draft of the Council Plan for 2020 – 2024 had been circulated in advance and was noted.

**180. Rodway Common damage in relation to 'BMX track' creation**

The issue of the makeshift BMX track which had been created on Rodway Common was discussed. The clerk noted that Frome Valley Landscaping were looking to quote next week, with a view to carrying out remedial works at the end of June, at the earliest.

The clerk undertook to seek quotes for byelaw signage.

It was **resolved** to proceed with the works required to return the area of Rodway Common to its original state. It was **resolved** to purchase byelaw signage to display.

**Action: Clerk**

It was **resolved** to put temporary laminated warning signs, on the approach to the area.

**Action: Clerk**

It was noted that Open Spaces Committee would take the matter forwards in terms of the medium to long-term issue, but the agreed actions above were considered time critical.

**181. Hack The Pandemic financial support (Councillor R Hunt)**

Councillor R Hunt gave some background information and an update from the group Hack The Pandemic. It was noted that the council had already purchased, and donated, £500 worth of materials using the emergency Covid-19 powers within the Financial Regulations.

Councillor R Hunt explained that Hack The Pandemic had been using Go Fund Me and other donations, but were seeking more funding. It was noted that they were not properly constituted, which meant the Town Council would not be able to grant them money. It was considered that donating materials could be a reasonable alternative and it was noted that filament and PLA material were needed. It was noted that the organisation had achieved the relevant standards certification required by the government.

There was some discussion around the powers of the Town Council. The Clerk noted that the Town Council should be mindful of funding something which was the statutory duty of another public body, which may include schools and the NHS in terms of Personal Protective Equipment (PPE) for their staff.

It was noted that Hack The Pandemic was set up during the early days of the COVID-19 pandemic when there were significant supply chain issues around PPE.

The council agreed to request an update from Hack the Pandemic, specifically around what their current, specific need was currently, and what their current purpose and distribution plan was currently. It was also agreed to contact Lyde Green Community Association in relation to the COVID-19 support work, to find out if they had any information on PPE demand within the local community.

**Action: Clerk**

**182. To consider and co-opt a new member of the Finance Committee to replace Councillor Adams**

Councillor Somers volunteered to join the Finance Committee. There were no other expressions of interest. It was **Resolved** to co-opt Councillor Somers to the Finance Committee.

**183. To consider and co-opt member of the Open Spaces Committee to replace Councillor Adams**

Councillor Bassett volunteered to join the Open Spaces Committee. There were no other expressions of interest. It was **Resolved** to co-opt Councillor Bassett to the Open Spaces Committee.

**184. Finance Committee Update**

Councillor Nichols gave an update from the recent Finance Committee meeting.

### **185. Planning Committee**

Councillor Somers gave an update from the recent Planning Committee update. It was noted that the planning application for the 20m 5G mast had been rejected by South Gloucestershire Council.

### **186. Open Spaces Committee Update**

Councillor Somers gave on behalf of the Open Spaces Committee. It was noted that the proposal for siting beehives on the allotments had had to be rejected, due to objections from some tenants.

An underground water leak had been discovered at the allotments and a contractor was due to quote for remedial works.

### **187. Items from Members to Report**

- Councillor R Hunt reported that South Gloucestershire Council were looking to embed some of the positive changes arising from the COVID-19 situation, such as increased cycling and walking. She noted that funding was available to facilitate this and asked if there were any ideas for the Town Council ward area.
- Councillor R Hunt reported that she had received a letter from a resident suggesting that part of Emersons Way be pedestrianised and that she had undertaken to report it to this meeting and to South Gloucestershire Council. She noted that there was a desire to pedestrianise part of Willowherb road under same premise. Regarding Willowherb Road, Councillor Palmer suggested that a solution may be a bus gate allowing buses through at a certain times of the day. Councillor Nichols suggested that roads were designed and planned for vehicles. Councillor Budd noted that Thornbury high street had been pedestrianised. Councillor R Hunt said there were other schemes in the pipeline, but these mainly involved high streets. It was noted that Willowherb and Emersons way were not high streets, they were access routes to facilities.
- Councillor Johnson noted that cycle paths in the area needed more maintenance, as they were presently not all accessible; they required cutting back to the original width. Caroline noted that Emersons Green Way was cut back this week.
- Councillor Somers noted how good the wildflower roundabout at Yate was looking, and their wildflower verges.
- Councillor Bassett mentioned that the verge by the pavement opposite the town hall was almost two feet overgrown and that this required cutting back.
- The Clerk reminded all present of the disqualification rule regarding persistent absence. The Clerk asked all councillors to be mindful of this.
- Councillor Palmer mentioned the litter issues recently at Pomphrey Hill. Councillor R Hunt noted that the antisocial behaviour team had been busy with similar issues all around the

local area. Councillor Hunt asked those present to report any litter issues, which had remained in place for 24 hours or more, to the South Gloucestershire Council.

- Councillor Johnson mentioned cyclist access through Elderflower Drive (unadopted road), which only had access at one end, with harris fencing in place at the other end, which was being moved out the way, and replaced. She suggested that proper pedestrian/cycling access at both ends would be good. Councillor Johnson undertook to send the details to Councillor Hunt to raise with South Gloucestershire Council.

**188. Next Meeting**

19:00 on 9 July 2020 via Skype

DRAFT