



EMERSONS GREEN
TOWN COUNCIL

Minutes of a Meeting of Full Council

12 November 2020

held via Zoom due to COVID-19 restrictions

Present: Councillors S Budd (Chairman), D Somers, P Morgan, M Palmer, R Hunt, R Nichols, C Wilkins, C Johnson, S Hill, S Al Hassan and J Adams

Attendees: Kath MacConnachie (Clerk)

237. Apologies

Apologies for absence were received from Councillors Todd and Sweeney. Councillor Palmer sent apologies that he would be late for the meeting.

Councillor Bassett was unable to join the meeting due to technical difficulties.

238. Declarations of Interest under the Localism Act 2011

There were no declarations of interest.

239. Public participation

In attendance at the meeting was Rob Elkins (Architect, Elkins Architects), Baz Aheer (Chairman and Trustee, Emersons Green Village Hall) and Leigh Hammond (Trustee, Emersons Green Village Hall)

There were no other members of the public present.

240. To approve the Minutes of the Full Council Meeting held on 8 October 2020

It was agreed that the minutes of the meeting held on 8 October were a true and accurate record of the meeting and that these would be signed by the Chairman at the next opportunity.

The Chairman clarified that where a declaration of interest was made by a member, that that member should not take part in any vote or discussion on that item. This applied to all interests, including non-disclosable pecuniary interests and any other interests declared. The advice of the Clerk had been confirmed by the Monitoring Officer and by ALCA.

241. Outstanding Items from these Minutes

There was one action outstanding for update, relating to the introduction to the Commons Officer for the young person who attended the last meeting. Councillor R Hunt had not joined the meeting at this point, so the update on the action to be carried forward to the December meeting for update.

Action: Councillor R Hunt

There were no other outstanding items from the meeting held on 8 October..

242. Old Mangotsfield Station pavilion and arts proposal 2021

Councillor R Hunt joined the meeting during this item.

Rob Elkins, Architect, gave a presentation on the plans for the proposed development of the old station at Mangotsfield for an arts project, which he was working on jointly with Suzanne Heath, Curator and Public Art Consultant, who was unable to attend the meeting..

R Elkins reported that they had received permission to build, and there had been considerable expressions of interest from parties who wished to be involved. R Elkins and S Heath were looking to develop proposals and create an opportunity to share art and culture.

He explained that S Heath wished to commission artists, between one and four depending on funding, to use the space and display art works within the space, over the period of a year.

The build was expected to commence in early 2021 with Elkins Architects planning to build it themselves. It was noted that other partners would be working on the project, including UWE.

R Elkins explained that he was presenting the project to EGTC to gather views, and to ascertain whether the Town Council could support the project either verbally, by letter of support, or financially. He explained that they seeking engagement from other parties who may be interested, explaining that the project was still at a relatively early stage with scope for evolution.

Councillor R Hunt said that the plans looked fantastic and she was keen to support it as a project in general. She noted that the Town Council had a grants programme and suggested that R Elkins and S Heath may wish to apply. Councillor R Hunt felt it would be good to see some match funding, suggesting an arts council bid.

Councillor Al Hassan agreed that it was a great opportunity to showcase local artwork and agreed with Councillor R Hunt re. match funding. Councillor Hill felt it was a good idea and noted that the cycle track was well used.

Councillor Hill expressed concern about the graffiti and vandalism occurring in the area. R Elkins said that this formed part of the design process, noting that the facility would be exposed and left open at night, so it was designed with that in mind. He said he remained open minded as an architect and noted that they would be there to fix and patch it up if anything were to happen. He suggested that, in his experience, you often experience six months to a year before experiencing the first 'tag', and that once the first occurred it escalated from there.

Councillor R Hunt mentioned the Bridge artwork project that South Gloucestershire Council were running for the new bridge over ring road, and that they were currently looking for submissions from prospective artists. She noted that they were looking for suggestions such as way marking and passing through to EG park and LG common the other side. She suggested it would be good to have a cohesive approach to the two projects as to how it could all work together, creating a map of what is in the area.

R Elkins enquired as to the level funding available. R Elkins was advised to discuss this with the Clerk after the meeting, in terms of historic grants made and the level of budget available.

Action: Clerk

Councillor Palmer joined the meeting.

243. Update from Emersons Green Village Hall, including financial projections

Baz Aheer and Leigh Hammond introduced themselves. It was noted that B Aheer had taken over John Hoare as Chairman of the Trustees and that L Hammond as the new Vice Chairman of the Trustees.

An update was received on Emersons Green Village Hall, particularly looking at the income and expenditure projections for forthcoming years.

B Aheer noted that the Village Hall was becoming rather old and dated and there were some known maintenance cost pressures coming up.

It was confirmed that Emersons Green Village Hall was a registered charity.

Some feedback was given on the I&T projections, including around the granularity of some of the assumptions. It was considered that the basis for some of the assumptions may have been overly pessimistic.

There were discussions around grant funding opportunities that may be available to Emersons Green Village Hall. It was also suggested that S106 funding might be an area for them to enquire about. It was suggested that a Community Support Worker, which could potentially be funded by streams such as S106, may be beneficial to the Village Hall in terms of increasing revenue, and seeking out grant opportunities.

It was recommended that the Trustees of Emersons Green Village Hall may wish to get in contact with Lyde Green Community association (LGCA), as there could be some expertise and learning to share. The Clerk noted that LGCA held a regular partners meeting, and that Emersons Green Village Hall were invited to attend this meeting. This was attended by stakeholders which could be of help and support to Emersons Green Village Hall.

244. Correspondence

- The meeting noted the report received from LGCA on the Community Response Project which was partly funded by a Town Council grant.
- The meeting noted correspondence received from GL, Officer at South Gloucestershire Council Environment & Community Services, regarding the skate park land. The Clerk drew the meetings attention to the email that she had in response to GL. The meeting agreed that this was an appropriate and sufficient response for the time being.

245. Emersons Green surgery

The meeting picked up on discussions from the last meeting, regarding complaints received by councillors concerning the service at Emersons Green Medical Centre.

It was noted that the reported problems extended to other Green Valleys Health surgeries also, and the issues raised were not confined to the problems with the phone system, but covered perceived issues with general customer service, management systems and patient access. The meeting noted that feedback from residents was that once they reached a Doctor the service was okay, but accessing a doctor was problematic.

It was also noted that members wished to understand why the medical centre had not applied for draw down of the capital funding that had been earmarked for them.

It was **Resolved** to write a letter to the medical centre, raising the issues noted above. Councillor Palmer suggested that the letter should be copied to Healthwatch as they were investigating other complaints.

Action: Clerk

246. Youth Works provision 2019/20 budget adjustment

The meeting noted the error in budget setting for Youth Works at the beginning of the year, as reported by the Clerk. This had been reported to Finance Committee and was being raised at Full Council in line with Financial Regulations, as the current approved budget line was set to overspend.

The Clerk reported that the forecast outturn for this budget line as circa £12k.

It was **Resolved** to approve the overspend against the budget line.

247. Youth Works

It was noted that the original letter of agreement with Youth In Sodbury to provide the Youth Works service had expired. Given desire to not pre-empt the outcome of the upcoming youth consultation, and to avoid unhelpful service disruption, it was agreed to maintain the current service provision with the current provider for the time being.

It was **Resolved** to continue Youth Works provision as established with Youth In Sodbury for the time being.

248. Personnel Terms of Reference (carried forward from October 2020 agenda)

The Clerk had recirculated draft Terms of Reference for the Personnel Committee, highlighting proposed changes, and had also circulated some example Terms of References from other Town and Parish Councils.

Those present were in agreement with the content of the draft Terms of Reference, but it was agreed that a tabular format, as per one of the circulated examples, was easier to understand and would allow for a standard, recognisable format for all committees.

It was **Resolved** that the Clerk should adjust the current draft into a tabular format, and that this would return to the next meeting for approval.

Action: Clerk

249. Change of Chairman of the Personnel Committee

Following the recommendation received from the Chair of the Personnel Committee, it was **Resolved** that Councillor Johnson be appointed as Chair of the Personnel Committee.

The Clerk noted that the Personnel Committee was still short of two members, given the loss of Councillor Maytham, and the standing down of Councillor Budd. Councillor Al Hassan indicated that he would be happy to join the Personnel Committee.

The Clerk agreed to email out to all councillors asking again for volunteers and noted that this would return to the December meeting for resolution to agree new membership.

Action: Clerk

250. Arrangements for the Clerk's annual appraisal

Following the recommendation received from the Chair of the Personnel Committee, it was **Resolved** that Councillor Johnson would carry out the annual appraisal of the Town Clerk, and that the outcome of this would be fed back to members of the Personnel Committee. Members of the Personnel Committee would be given the opportunity to call a meeting to discuss the outcome if they felt this necessary.

251. Climate Emergency Declaration (carried forward from October 2020 agenda)

It was **Resolved** that a working party should be formed and that this working party would consider the wording of the proposed declaration as its first task.

Councillors Johnson, Al Hassan, R Hunt and Palmer volunteered to join the working party. Councillor Hill said she would consider it. It was agreed to ask those not present if they wished to join.

Councillor Johnson agreed to co-ordinate the working party and undertook to set up the first meeting.

Action: Councillor Johnson

252. Youth engagement proposals

Members considered the proposal received from Creative Youth Network to carry out youth engagement/consultation within the area. Youth In Sodbury were invited to bid for this piece of work but had not responded that they would not have capacity to carry out this piece of work. The Children's Society were also approached, but did not respond within time.

It was **Resolved** to instruct Creative Youth Network to carry out the youth engagement/consultation as per their proposal.

Action: Clerk

253. Finance Committee update

Councillor Nichols gave a verbal update on behalf of the Finance Committee. October payments had been authorised. Minutes had been circulated to all councillors.

254. Planning Committee update

Councillor Somers gave a verbal update on behalf of the Planning Committee. Minutes had been circulated to all councillors.

255. Open Spaces Committee Update

Councillor Somers gave a verbal update on behalf of the Open Spaces Committee. Minutes had been circulated to all councillors.

256. Items from members to report

The issue of graffiti was discussed. The Clerk undertook to invite the police to the next meeting for a general update from the community policing team. #

Action: Clerk

It was noted that members were happy with the move to Zoom for remote meetings from Skype. The quality was noted to be better.

257. Next Meeting

19:00 on 10 December 2020, to be held remotely via Zoom

DRAFT