



EMERSONS GREEN
TOWN COUNCIL

Minutes of a Meeting of Full Council

13th June 2019, Council Chamber, Emersons Green Town Council

Present: Councillors: S Budd (Chairman), S Al-Hassan, S Bassett, P Gibbs, S Hill, J Hunt, R Hunt, C Johnson, P Morgan, R Nichols, & P Todd

Attendees: Cate Davidson (Town Clerk), Dave Somers and Colin Hunt - applicants for the co-option of Town Councillor for Pomphrey Ward

The Chairman welcomed all to the meeting and advised of the evacuation procedure.

021. Apologies

Apologies were received from Councillors J Adams, J Sweeney and C Wilkins. Cllr M Palmer was absent.

022. Declarations of interest under the Localism Act 2011

No interests were declared at this time.

023. Public Participation

There were no members of the public at the meeting.

024. Co-option of one Councillor to Pomphrey Ward of Emersons Green Town Council

Two applications for the vacancy had been received and previously circulated to Members with the Agenda for this meeting.

The Chairman invited the applicants to address the Council;

- Colin Hunt gave a brief introduction to Members and explained that he had spent many years as a Town Councillor and is currently still serving as a District Councillor although he is no longer on the Cabinet. Colin advised Members that he would like to withdraw his application because he felt that Dave Somers had contributed greatly to the Town Council during his previous period as a Councillor. Unfortunately, Colin felt that due to his other commitments he would not be able to devote as much time he would like.

Members thanked Colin for this action.

- Dave Somers addressed Members, giving a brief account of his time as a Town Councillor, advising that he had been Chair of the Open Spaces Committee and a member of the Planning Committee.

Cllr Hill proposed that Dave Somers be co-opted to the vacancy for Pomphrey Ward; Cllr Morgan seconded the proposal. Members unanimously **Resolved** that Dave Somers be co-opted to the vacancy.

Cllr Nichols addressed Members, speaking as the former Chairman of the Council, he passed on the Town Council's thanks to Colin for all of his hard work and commitment during his time as a Councillor, which is nearly forty years, an achievement in itself. Cllr Nichols felt that this commitment should be applauded and members agreed.

Dave Somers signed his Declaration of Acceptance of Office and joined the meeting.

Cllr R Hunt joined the meeting at 19.07pm

025. To approve the minutes of the Full Council Meeting held on 20th May 2019

It was **Resolved** that the minutes are approved and signed by the Chairman as an accurate record of the meeting of 20 May 2019.

026. Outstanding Items from these Minutes

The Clerk confirmed that all outstanding matters have been completed, apart from the Social Media Policy which will be on the agenda for the next Full Council meeting on 11th July 2019.

027. Correspondence and Actions Required

The Clerk reported that there was no correspondence which required Full Council consideration.

028. Police – Representation

No representatives from the Police were able to attend the meeting

029. Lyde Green Neighbourhood Watch

Copies of the report had been circulated to Members with the agenda. The following points were considered;

- The park and grass verges – Members noted the concerns raised in the report but felt that this is a matter for the developers to resolve.
- Howsmoor Lane – Difficulty in accessing the public footpath. It was **RESOLVED** that the Clerk will contact the South Gloucestershire Council Public Rights of Way Officer.
- Feynman Way/Acorn Drive area – Although there has been some improvement there are still some concerns regarding anti-social behaviour in this area. It was noted that the Police are aware of these problems and it was **RESOLVED** that the Clerk will contact both the Youth Workers and the South Gloucestershire Council Anti-Social Behaviour Team asking them to visit the area.
- Bridge over A4174 Ring Road – The Town Council does not support the removal of the steps. It was **RESOLVED** that the Clerk will contact South Gloucestershire Council Street Lighting team to consider ways to improve this.

**Action: Clerk to contact SGC Public Rights of Way Officer,
Anti-Social Behaviour Team, Street Lighting Team and the
Youth Workers**

030. Annual Governance & Accountability Return 2018/19 – Annual Governance Statement

The Governance Statement had been circulated with the agenda for Members consideration.

The Clerk read out each question which members responded to as Yes apart from question 4 on the Statement which had a No response due to an error with dates last year.

Cllr J Hunt proposed that the Governance Statement be signed; Cllr Hill seconded the proposal. Members unanimously **RESOLVED** that the Statement is approved and the Clerk and the Chairman be authorised to sign the Annual Governance Statement.

031. Annual Governance & Accountability Return 2018/19 – Accounting Statements

The Accounting Statements had previously been circulated with the agenda for Members consideration.

Cllr Al-Hassan proposed that the Annual Statements be approved; Cllr J Hunt seconded the proposal. Members unanimously **RESOLVED** that the Statement is approved and Clerk and Chairman be authorised to sign the Annual Statements.

Action: Clerk to submit Annual Governance & Accountability Return

032. Standing Orders

A copy of the proposed Standing Orders based on Model Standing Orders from the National Association of Local Councils had previously been circulated with the agenda. Members carefully considered the Orders and clarified the points as highlighted by the Clerk. Members asked the Clerk to:

- Include reference to 3(f) in relation to a spokesperson being appointed if a number of attendees wish to make the same point on the same matter.
- Change the wording to 5(e) to read; 'The Chairman shall serve a maximum period of four years'.
- To include reference to maternity/paternity leave being taken into consideration in relation to absence from meetings.

It was unanimously **RESOLVED** that the proposed Standing Orders with the above amendments be approved. Revised copies to be sent to Members.

Action: Clerk to amend current Standing Orders and issue revised Orders to Members

033. Community Infrastructure Levy Funding (CIL)

Members noted that the Town Council has received Community Infrastructure Levy Funding of £9527.78 for the 2018/19 financial year. Discussion was had about the allocation of these funds and it was **RESOLVED** to refer the matter to the Open Spaces Committee.

Action: Open Spaces Committee to consider

034. Consultation to include Highways Maintenance within the CIL Regulation 123 List

Members considered the contents of the Consultation and it was **RESOLVED** that there is no objection to the proposal to include Highways Maintenance in the CIL Regulation 123 List.

Action: Clerk to inform South Gloucestershire Council

035. Grant Applications

The following grant application was considered as approved by the Finance Committee;

- Above & Beyond - £214 to purchase two chairs for the Chemotherapy Day Unit in the Bristol Haematology and Oncology Unit. It was **RESOLVED** that the grant of £214 be approved.

Action: Clerk to arrange payment

036. Community Project

Cllr Nichols reported;

- Youth Library – Cllrs Budd, and Nichols and the Clerk had recently attended a meeting with South Gloucestershire Council Officers. An architect who was also due to attend the meeting had not attended due to illness. The Town Council's minimum requirements were submitted to the Officers and it was requested that the architect draw up some proposals in advance of the next meeting. The Clerk reported that herself and Cllr Nichols had recently visited the Youth Hub at Christchurch in Downend and found it to be a great facility and well used.
- Lease on Skatepark & adjoining land – Cllrs Budd and Nichols and the Clerk will be meeting with South Gloucestershire Council Officers in the near future to discuss the footpath by the skatepark.

037. Items from Members to report

- Cllr Hill reported that the planters recently installed on Emerson Way by the Town Council are looking very nice.
- Cllr R Hunt reported that she is arranging two public meetings; one to discuss the 'Lyde Green Stink' and another with Cllr Michael Bell in relation to Springfield Park in Mangotsfield. It was noted that the recently received Community Infrastructure Levy funds could be considered for work required in the park following the recent arson attack.
- Cllr Nichols reported that at their last meeting, the Finance Committee had considered if District Councillors could use the Town Council Chambers for public meetings and asked for Members' views. There followed a lengthy discussion in relation to Members' concerns regarding political representation of the Town Council. Cllr J Hunt proposed: A public meeting organised by any elected Council representative can be held at the Town Council offices as long as they are non-partisan and open to the public. Submissions are to be

considered by Full Council. Cllr Hill seconded the proposal. It was unanimously **RESOLVED** that the proposal be approved.

- Cllr Somers reported that the white lines on the A4174 Ring Road by the Willy Wicket roundabout are in need of repainting. The Clerk will report this to South Gloucestershire Council Street Care.
- In the absence of Cllr Sweeney, Cllr Al-Hassan reported that after the last Full Council meeting, Cllr Sweeney had had a 'near miss' with an oncoming vehicle driving the wrong way around the car park. The Clerk will refer the matter to Whitbread who are the owners of the car park.
- Cllr Bassett reported that a number of small gas canisters have been found on the path near Mangotsfield Primary School. The Clerk advised that Youth Workers will be doing some education on this. Members asked the Clerk to refer this to the South Gloucestershire Council Anti-Social Behaviour Team.

Action: Clerk to contact SGC Streetcare, Anti-Social Behaviour Team and Whitbread

The Clerk apologised that Reports from Committees was not on the Agenda. The Chairman invited reports;

Finance Committee - Cllr Nichols reported; the Youth Leader had attended the last Finance Committee and informed Members that there are now twenty-two regular users of the Youth Service. The team is to trial alternating activity based work and detached work to try and reduce anti-social behaviour in the area. The Committee has permitted the use of the Council Chambers for use as a cinema if the weather prohibits planned activities. A Youth Worker will also attend the July Finance Committee.

The Committee received and carefully considered two grant applications. Payments to be made by the Town Council were also received and approved by the Committee.

Events Committee – Cllr J Hunt reported; a meeting had been held prior to the Full Council meeting, several Members had not attended so Cllr J Hunt was appointed Chair for that meeting with a permanent Chair to be appointed at the next meeting. Members noted the schedule of planned summer holiday events and approved the cost of placing an advert for the events in both the Emersons Green and Downend Voice publications. As soon as the online bookings system is set up then advertising will begin. The Clerk will seek costs for the provision of Rhythmicity workshops during the October holidays.

Planning Committee – Cllr Budd reported; a member of the public had recently addressed the Committee in relation to raised ground levels in Lyde Green which has possibly contributed to increased flooding in the area. It was noted that there are formal complaints in place in relation to this site. The Committee had reiterated its previous comments made when the application had been considered at an earlier meeting.

038. Next Meeting 11th July 2019 in the Council Chamber of Emersons Green Town Council

The Chairman closed the meeting at 20.25