



Sodbury Town Council

Minutes of the meeting of Full Council

12th February 2019, Sodbury Council Offices

Present: Councillor B Allen, J Ball, L Boon, R Creer, S Gibson, J Nuevo (arrived 20:12), P O'Rourke, P Rumney, P Smith, A Williams

Cate Davidson – Town Clerk
Jackie Stallard – Assistant Clerk

Members of the Public x 5

Following the passing of Cllr Jack Gough, a period of silence was held in his memory. Cllr Boon added he would be sadly missed and would be a great loss.

A. Public Participation

An Old Sodbury resident addressed Members and referred to the Network Rail/woodland area and was an up-date available? The Clerk responded that a definitive response was still awaited from Network Rail.

A Chipping Sodbury resident and Member of the Parish Plan addressed Members with regard to the public conveniences in the town and raised concern at the lack of disabled access, ie no Radar key system. A scheme called "Can't Wait" was brought to Members attention which had been introduced by SGC for people who needed quick access to toilets. A credit card-sized "Can't Wait" card was available for individuals to show to businesses, eg pubs, cafés & shops with businesses being asked to sign up to the scheme and display a card in their window to show they supported the initiative. The scheme had been discussed at a recent Parish Plan meeting and a suggestion made that the Council work with them to bring about a positive solution. A representative from SG Disability Equality Network would be willing to talk to any group/organisation who considered joining the scheme.

A discussion followed between Councillors and the public and the following points noted:-

- *A Chamber of Commerce member added that the Chamber was in receipt of an e-mail from the Clerk appertaining to the "Can't Wait" scheme which had been circulated to 60 of its members and they planned to visit businesses to follow up the matter.*
- *A local resident addressed Members and, as a mother of young children, highlighted that toilet facilities in the town were essential.*
- *Cllr Boon added that pubs and cafés were available to use.*
- *The Chamber of Commerce representative added the importance of toilet facilities for visitors to the town and from their perspective it would be very disappointing if they were to close. It was suggested to look at Wotton-u-Edge and Tetbury facilities. The Clerk confirmed she had liaised with SGC and surrounding town councils.*
- *Cllr Rumney queried if funding was available from SGC.. Cllr Creer confirmed a pot of money was available from the 'Love our High Street' scheme. Funding had been awarded to support Kingswood High Street. Other High Streets could be considered and the matter would be discussed at an SGC Council meeting the following evening.*
- *A Parish Plan representative confirmed that the toilet vandalism was discussed at a recent Community Engagement Forum meeting and considered to be anti-social behaviour and that the Police should be involved. In addition, the town's aim was to encourage tourism and a lack of toilets facilities would be detrimental.*
- *Consider metal grills on toilet doors at night.*
- *With regard to CCTV – a film/cover could be used to obscure certain areas.*
- *A Community Toilet Scheme had been launched in Oxford whereby businesses make their toilets available to the public.*

- *The Coffee Bean café had signed up to the "Can't Wait" scheme. During Festival week, the café was swamped with people and reported to be "mayhem".*

0607 Apologies and Chairman's Report

Apologies received and accepted from Cllr Hays, P Whittle and W Whittle. And Cllr S Hope, Cotswold Edge.

0608 Declarations of Interests and Granting of Dispensations

None to declare

0609 Reports from South Gloucestershire Councillors on matters relating to the Parish and not included on the Agenda

Cllr Boon reported (1) with regard to the Trinity Lane development, a hedge had been removed. The Clerk confirmed the matter had been reported to Enforcement, (2) Cotswold Homes had installed a portacabin on The Ridings and that planning permission had not been sought. The Clerk confirmed the matter had been discussed at a recent Planning Committee meeting and understood permission was not required. Cllr Boon to investigate.

Cllr Creer reported (1) the Minor Injuries Unit in Yate would increase its opening hours from April and (2) SGC Budget meeting due on 13/2/19 and a pot of money available for High Streets campaigns.

In Cllr Hope's absence, the Clerk read out her report summarised as follows:-

- *Overspend on the SGC Education and Care budgets which would be spread over next few years. The proposal to reduce the Schools Budget to support the Special Needs Budget had been dropped. Increase in Council Tax to be expected.*
- *New services to be introduced to Yate Minor Injuries Unit.*
- *Next Community Engagement Forum to be held at Hawkesbury Upon on 12/02/19*
- *Attendance at meeting to discuss Park and Share site at Tormarton junction, two feasibility studies carried out and matter progressing.*
- *MAF funding allocated*
- *Attendance at Town & Parish Council Forum when the current survey on planning and joint working with SGC were discussed and possibility of planning training for councillors.*

0610 Reports from representatives from other bodies on matters relating to the Parish and not included on the Agenda

Cllr Allen reported attendance at a Hanson Quarry Liaison meeting. A new quarry had opened at Wickwar Road, close to the Caravan Park. Cllr Allen also reported attendance at a Parish Plan meeting.

Cllr Creer reported attendance at a Chamber of Commerce meeting:- (1) public conveniences in the town were a major point of discussion; (2) a meeting with residents of Drovers Way and Bloor homes had taken place with regard to issues with cladding and snagging, a remedial plan put in place and a meeting with Chamomix, property maintenance company set up, and (3) an Easter Egg hunt was being organised.

0612 Approval of Minutes of Full Council Meeting on 8th January 2019

Resolved the minutes of the 8th January 2019 were approved as a true and accurate record and signed by the Chairman.

0613 Matters Arising

None

0614 Finance – Payment of Accounts

Resolved that the schedule of payments and Bank Reconciliation are approved.

Following discussion, it was **Resolved** the quote for painting works to the bus shelter/toilets be approved. In addition, Clerk to seek a quote for improved lighting in the area which may act as a deterrent. The Clerk would endeavour to have the quote available for F&GP meeting.

0615 Correspondence/Communication with the Council

Discussion by Council shown in italics

- Local Resident – Requesting traffic calming measures in Chapel Lane
*Following discussion, it was **Resolved** the Clerk would refer the matter to SGC to investigate.*

0616 Public Conveniences

At an E&L Committee meeting on 22/01/19, Members made recommendation that consideration be given to closing the public conveniences due to misuse and complaints from the public. A discussion took place and the following points made:-

- *CCTV was discussed at length. The Clerk highlighted that as a local government body it is not easy to implement CCTV systems hence South Glos Council provides the current one. It would not be possible to have a camera in the toilet therefore the CCTV data could not be used to prosecute anyone that damaged the toilets.*
- *CCTV would be more of a deterrent*
- *Install a sign that CCTV in area*
- *Reduce the hours of opening*
- *Closure of toilets would be detrimental to the town*
- *Liaise with Chamber of Commerce to see if local businesses could assist with financial burden*
- *Consider the possibility of employing a person to monitor and clean toilets throughout the day, eg every 2 hours*
- *Closure of the toilets should be taken off the table*
- *Ask Parishioners what they want*
- *Could Section 106 money be used*
- *Consider installation of self-clean pods*

After discussion it was **Resolved** that the Clerk gather further information, ie:- (1) quotes for self-clean "pods"; (2) quotes for cleaning on a more regular basis, ie 2 or 3 times per day; (3) to meet with CCTV officer; (4) liaise with other Councils; (5) proceed with public consultation; (6) approval of Press Release subject to small amendment. Matter to be referred to the Environment & Leisure Committee and become an Agenda item for the Annual Parish Meeting on 2nd April.

The Clerk was asked to include funding for the facilities on the next Finance Committee agenda.

0617 Trees in the Street

It was noted that the SGC Conservation Officer had no objection in principle but a preference for trees to be sunk into the ground as opposed to pots. After a full discussion, it was **Resolved** not to take the notion forward for the following reasons:-

- *A drain on financial resources. Funding should be held for public conveniences purpose*
- *Not a good use of Officer's time*
- *Land ownership continued to be an issue*

0618 Chipping Sodbury Town Trust

Resolved – matter deferred to March Agenda.

0619 Woodleaze – Young Persons Housing Scheme (link circulated with Agenda)

The survey questions were read out by the Clerk and the Consultation completed.

0620 Internal Audit

Resolved – Iain Selkirk be appointed at a cost of £205.00.

0621 Parish Council Elections

The Clerk confirmed that information on "Becoming a Local Councillor" was available from the National Association of Local Councils (NALC). Following discussion, it was **Resolved** to put details in the office window and Tourist Information.

0622 Items of Report

Cllr Williams reported a cable and hole in the road at the end of Church Lane, Old Sodbury – photo to be forwarded. Matter to be referred to Streetcare.

Cllr Ball reported 1) waste bins in the Sodbury area required emptying, and 2) thanked Members for their input with regard to the public conveniences

Cllr Allen reported that the Trinity Lane development had created lots of mud in the lane and the matter reported to the site manager.

0623 Date of next meeting : 12th March 2019 - Full Council Meeting – STC Offices

Signed  (Chairman)

Dated 12 - 3 - 2018

Closed at 21:02