



# Sodbury Town Council

## Minutes of the meeting of Full Council

### 11<sup>th</sup> June 2019, Sodbury Council Offices

**Present:** Councillors J Ball (Chairman), L Banister, L Boon, G Dyer, M Gilpin, C Hays (Vice), D Jeal, A Rumney, A Rush, P Smith, S Spooner, A Williams

Cate Davidson – Town Clerk  
Jackie Stallard – Assistant Clerk

Members of the Public : x 1

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#### **A Public Participation**

A representative of Sodbury in Bloom addressed Members to report an anti-social behaviour incident in the town when a scarecrow made by children for the 'Scarecrow Trail' had been stolen from Hatheralls Yard and burnt in Ridge Woods. It was confirmed the matter had been reported to the Police and a discussion was had that it appeared ASB was on the increase in the area. Emphasis was placed on the importance of reporting all incidents of ASB/crime in order that a log of incidents became available which would assist with Police resources going forward. An additional incident of vandalism was reported by a Councillor when a flower bed at Lilliput Park was damaged.

#### **022 Apologies and Chairman's Report**

Apologies received and accepted from Cllrs B Allen, S Gibson and M Lewis.

The Chairman passed on his apologies for non-attendance at the May meeting and congratulated the new and re-elected Councillors and added that he looked forward to working together.

#### **023 Declarations of Interests and Granting of Dispensations**

None

#### **024 Reports from South Gloucestershire Councillors on matters relating to the Parish and not included on the Agenda**

**Cll Rush** reported:

7.5 tonne limit will go out to consultation in July. In July, the Planning Inspector will examine the Joint West of England Plan. There are proposals for 3000/5000 houses over railway line and this Town Council has not objected to the proposals. The Clerk advised that the only point at which this development was discussed was at a meeting in the Town Hall which a number of members and staff attended. Nothing had been heard about the proposals before or since that meeting and the Clerk had been advised it wasn't happening. Discussion was had about this matter and CH advised that the round of hearings coming up are proposed strategic allocations. If it is found that the allocation of housing is inadequate then other sites may be brought forward which may include this site, at this time there would be another consultation. Both the Clerk and AR are to look into this matter further and report back.

#### **025 Reports from representatives from other bodies on matters relating to the Parish and not included on the Agenda**

**Cllr Dyer** reported the Chamber of Commerce Summer Party would take place on 15<sup>th</sup> July at The Horseshoe at 16:00 and all Councillors welcome to attend.

**Cllr Spooner** reported with regard to Chipping Sodbury School and that an 'Academy Conversion Consultation' was underway and to become part of a Multi-Academy Trust. He confirmed attendance at a presentation by the CEO of a Trust which included schools from Malmesbury, Purton and Lydney. If the venture succeeded, it would come into effect in

September 2020. Cllr Boon raised a question of whether the Trust had a tie with the Church to which Cllr Spooner responded "no".

**026 Approval of Minutes of Full Council Meeting on 14<sup>th</sup> May 2019**

**Resolved** the minutes of the 14<sup>th</sup> May 2019 were approved as a true and accurate copy and signed by the Chairman.

**027 Matters Arising**

Cllr Gilpin sought an up-date on a town council Facebook page. The Clerk responded that she was looking into SGC's Policy on Social Media with the intention of taking to next month's Agenda.

**028 Finance – Payment of Accounts**

**Resolved** that the schedule of payments and Bank Reconciliation were approved.

**029 Correspondence/Communication with the Council**

Discussion by Council shown in italics

**Invites to Council**

Chamber of Commerce – 15<sup>th</sup> July Summer Party – 4pm at The Horseshoe PH.

**Requiring Response/Comments/Action**

- SGC – River Frome Reconnected – request to meet with Council to discuss this project  
*The Clerk read out a briefing note (to be forwarded to Members). **Resolved** to invite the SGC Project Worker to the next E&L Committee meeting.*
- Chipping Sodbury Lions Club – Licence Application for The Pitchings on 22<sup>nd</sup> June 2019 for Carnival and Fair.  
**Resolved** - Licence approved and copy to be prepared for signing by Markets Committee Chairman and Lions Club.
- Yate T C – Meeting of the Joint Parishes Consultative Committee – To appoint a representative to attend meetings (date to be agreed)  
*The Committee was due to be resurrected and Cllr Hays expressed an interest as a representative. He confirmed he had met with the Chair of Yate TC recently and both parties were keen to build on the relationship. Meeting dates to be forwarded by the Clerk.*
- Local Resident – Complaint about cigarette butts and suggestion that appropriate bins are supplied  
**Resolved** – matter referred to E&L Committee and invite resident to meeting. The Clerk confirmed letters had been written to pubs in the past with a request to sweep up and supply bins and to consider re-sending such a letter.

**For Information Only**

- Old Sodbury WI – Thank you grant for the Noticeboard in the Village
- West of England Joint Spatial Plan – Due to high demand the July hearing will take place 2<sup>nd</sup> – 12<sup>th</sup> July daily at The Guildhall in Bath

**030 Chipping Sodbury Tourist Information Centre**

**Resolved** Cllrs Dyer and Gilpin were appointed to the TIC Management Committee.

**031 Bank Accounts**

The Clerk advised that Natwest Bank is implementing a £20 per month charge and 45p per transaction for Bankline services. The Clerk circulated a report and Members considered the charges on a range of banks put forward. Points raised during discussion:-

*Sodbury Town Council – Minutes of Full Council Meeting 11<sup>th</sup> June 2019*

- *Disruption when switching account*
- *Lloyds Bank's charges were much less and consideration should be given to the Bank*
- *Investigate Lloyds further*
- *To switch, would involve credit checks on 5 councillors*
- *Chairman to liaise with Natwest Manager and negotiate a reduction in charges and to up-date Clerk*

**Resolved** – Clerk to report back at next meeting when more information available.

**032 Internal Audit Report (circulated)**

The report was noted by Members and no issues had been raised by the Auditor. It was **Resolved** that the report be noted and approved.

**033 Annual Governance & Accountability Return 2018/19 – Annual Governance Statement**

The Statement had been circulated to all members with the agenda for this meeting. The Clerk read through the Statement and responses were recorded. **Resolved** that the Annual Governance Statement 2019/19 was approved and signed by the Chairman and Clerk for submission to the external auditor.

**034 Annual Governance & Accountability Return 2018/19 – Accounting Statements**

The Statement had been circulated to all members with the agenda for this meeting. It was **Resolved** that the Accounting Statements 2018/19 are approved and signed by the Chairman and Clerk for submission to the external auditor.

Both AGAR documents are to be advertised on website and noticeboard.

**035 Community Infrastructure Levy Funding (CIL)**

- The Clerk reported that the town council would be in receipt of £17,865.02 from development in 2017/18.
- At an E&L Committee meeting on 21/5/19, a recommendation was made for funds to be made available for:-
  - (1) Public conveniences – a recent poll had concluded an overwhelming response to keep facilities open in the town. The men's toilet required refurbishment and quotes were being sought with a view to refurbishment of the ladies in 2020. The Clerk confirmed she had received confirmation from SGC that CIL monies could be used for this purpose.
  - (2) Bus Shelters x2 on Bowling Hill – the bus shelters were old and very worn although noted that the structure is sound. The Clerk had received a quote of £8,100 for replacement and the question of "refurbishment" was raised. Clerk to investigate.

Following discussion, it was **Resolved** to allocate CIL funding to Public Conveniences and Bus Shelters.

**036 Standing Orders (revised version circulated via e-mail)**

The document was reviewed page by page and Members were given the opportunity to make comment. Following discussion, It was agreed to add an additional clause that all Members should serve on one Committee in the "Committees & Sub Committees" section.

**Resolved** – document approved. The Clerk confirmed she would add the additional clause detailed above and circulate to all Members.

**037 Consultation to include Highways Maintenance within the CIL Regulation 123 List (report circulated)**

Members **Resolved** to include Highways Maintenance within CIL Regulation and Clerk to report back to SGC.

**038 Anti-Social Behaviour**

Item discussed at Public Participation. It was noted that a Police representative would attend the next Full Council meeting in July. It was reported that following the recent incident in Hatheralls Yard, CCTV was under investigation and an update would follow.

**039 Good Councillor Course**

Cllrs Banister, Dyer and Spooner put themselves forward for the course due to take place on 30/7/19 at Emersons Green.

**040 Items of Report**

**Cllr Gilpin** reported with regard to land at Old Sodbury/Network Rail project and that it was hoped money may be available from central Government for tree planting. Cllr Rush confirmed MAF (Member Awarded Funding) was available and made recommendation that costs be forwarded for his consideration.

**Cllr Rumney** reported with regard to dangerous parking in Horse Street. Cllr Rush confirmed he had liaised with SGC and forwarded photographs and was waiting to hear back.

**Cllr Smith** enquired as to Hatters Lane road closure which appeared to be on-going. Clerk to liaise with SGC and report back.

**Cllr Boon** reported that the yellow lines in Leaman Close should extend further. To exit the Close was difficult due to parked cars and 'Enterprise' vans. Cllr Ball confirmed he would liaise with Enterprise.

**Cllr Rush** reported plants had been stolen from Youth Club although the SiB representative reported she was not aware of this.

**The Clerk** checked with Members that the e-mail system was working and clarified that it was compliant to forward e-mails to their personal e-mail address but not to respond to the public from personal e-mail addresses.

**041 Date of next meeting : 9<sup>th</sup> July 2019: 19.30 hrs – STC Offices**

Signed .....  ..... (Chairman)

Dated ..... 9/7/19 .....

Closed at 21:05