



Sodbury Town Council

## **Minutes of the Meeting of Full Council 11<sup>th</sup> February 2020 at 19:30 hrs, Sodbury Town Council Offices**

**Present:** Councillors B Allen, J Ball (Chair), L Banister, G Dyer, S Gibson, C Hays, D Jeal, M Gilpin, P Rumney, A Rush, L Rush, S Spooner, P Smith, A Williams

Cate Davidson – Town Clerk  
Jackie Murley – Assistant Clerk

Members of the Public: x 4

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### **A Public Participation**

An Old Sodbury resident addressed Members to express his pleasure that the town council had introduced a Climate Working Group and whether energy supplies to the office and library were of a sustainable source. The Clerk confirmed the Council had no control over energy supplies to Town Lands Charity or South Gloucestershire Council property, ie Library but confirmed that when the town council office tariff came up for renewal, a green energy supplier would be considered. Cllr Rush confirmed that SGC would be switching energy suppliers to renewable energy as contracts came up for renewal and that the subject was an agenda item for SGC Full Council on 12/02/20.

A Chipping Sodbury resident addressed Members with regard to the parking problem in Horse Street. The Chairman confirmed the matter was in the hands of SGC and to be considered in the 2020/2021 financial year.

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

Received and accepted from Cllr M Lewis

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

None

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

Cllr Rush reported that:-

- Horse Street parking problem was on the Task Register for double yellow and additional white lining with a Traffic Regulation Order scheduled for next year. Clerk to liaise with SGC re. timescale of works.
- SGC has approved a 2% increase in budget.
- following a Consultation on waiting restrictions in the Culverhill Road area, residents were not in agreement with the scheme as presented. Cllr Hays reported he had received a call from a disgruntled resident who opposed the scheme. It was noted that Sodbury TC approved the scheme as submitted.
- the SGC Climate Change Committee was due to meet on 12/02/20.
- with regard to the proposed traffic calming measures in St Johns Way, a meeting was due to take place with Nigel Riglar, SGC on 17/2/20. Following an SGC consultation, it appeared no-one was in favour of speed humps but the final decision will be made by Nigel Riglar. Note – STC objected to the scheme

  
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- with regard to the Joint Spatial Plan (JSP), it would be an Agenda item for SGC Full Council on 12/02/20 with a recommendation to withdraw it. He added that it could take 3 or 4 years for a new local plan to be produced.

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

**Cllr Gilpin** reported attendance at a Tourist Information Centre (TIC) meeting when it was confirmed (a) a new Treasurer was in place, and (b) a discussion took place with regard to the excessive electricity usage and ways of reducing it. A dehumidifier was in place to alleviate the dampness problem. Further checks were due to be made of roof insulation and window sills. Cllr Spooner added that more efficient air conditioning units were available. Cllr Gilpin confirmed she would report back to the Committee. Also, the TIC was considering a card payment system in an attempt to boost sales.

**Cllr Allen** reported attendance at a Hansons Quarry Liaison Meeting

**Cllr Rumney** reported attendance at a Chipping Sodbury Town Trust (TT) meeting as follows:

- *The portable Cotswold Homes Marketing Suite had been removed. An office was now open on the Trinity Lane site.*
- *The problem of dog fouling continued on The Ridings with personnel spending two hours checking pitches prior to the start of matches. To date, no signs were in place - 'dogs on lead'.*
- *A tree maintenance programme was in place*
- *The TT was in support of a bench in memory of Paul Tily to be placed in the courtyard of the Old Grammar School*
- *Talks in relation to the sports hall development on The Ridings continued*
- *National Dog Walking Day was due to take place on 22/2/20*

**Cllr Banister** reported (1) attendance at a library meeting. It continued to be a success with lots of activities in place. The local author Susan Lewis was due to give a talk on her life and career on the 12<sup>th</sup> March and tickets were available to purchase. Cllr A Rush added that Member Awarded Funding (MAF) had been allocated to the Library (2) During Winter months, the Tourist Information Centre was closed and consideration to be given to the Library holding a supply of leaflets eg bus timetable, walks

**Cllr Ball** reported with regard to the 'Sodbury Together' initiative and that the town hall had been booked for an event on the 24<sup>th</sup> March from 5-9pm. The Clerk highlighted that contact lists were still awaited.

**150 Approval of Minutes of Full Council Meeting on 14<sup>th</sup> January 2020**

**Resolved** the Minutes of the 14<sup>th</sup> January 2020 were approved as a true and accurate copy and signed by the Chairman subject to the addition of *"to continue funding churchyard maintenance at St Johns Church"* at Agenda item 137.

**151 Matters Arising**

**Cllr A Rush** made comment with regard to Agenda item 139 "Clock Tower" that South Gloucestershire Council owned the Clock Tower not STC or the Town Trust.

**Cllr A Rush** reported he had met with an SGC parking enforcement officer and discussion took place with regard to the Pitchings. SGC confirmed they could implement an order whereby the Pitchings could be warden controlled. SGC had the right to operate on land they did not own. A further meeting was due to take place in 3 weeks' time.

**152 Finance – Payment of Accounts**

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

**153 Correspondence/Communication with the Council**

Discussion by Council shown in italics

**Requiring Response/Comments/Action**


- Land Registry – Request to sign a letter of consent in relation to the application for adverse possession of the Clock Tower by the Chipping Sodbury Town Trust  
*Following discussion, it was **RESOLVED** the Clerk duly sign the letter.  
As Town Trust representatives, Cllrs Hays, Gibson, Rumney & Smith refrained from voting.  
Two other abstentions recorded.*

*Cllr Rush added he would submit papers which demonstrated the Town Trust did not own the building – SGC did. **NOT** as a Council representative but in his own right. The Clerk highlighted that neither SGC or STC wishes to own the Clock Tower building.*

- Tily Carpentry – Quotes for security doors:
  - Complete replacement of front door and side panel unit with hardwood, security glazed panels and connection to the security system
  - Replacement of internal office door with security/fire door
  - Securing of the hatch to the office
  - Replacement rear door (which is rotten and has a hole in) with a fire/security door and push panel release
  - Total for all works **£4,671.71** (To note that LH is investigating IPSA completing works to the front door with Chubb but as they didn't see this as a security risk when he moved in the Clerk is concerned that they may report the same which will cause delay in securing the building)

*Following discussion, it was **RESOLVED** to proceed with works as above. Cllr Hays confirmed he would check the status on listed building consent and report back to the Clerk.*

- South Glos Council – Does the Town Council want to sign up to become a Fairtrade Town? (this will require 2 or 3 Councillors to co-ordinate and implement)  
*Following discussion, it was **RESOLVED** to pass the matter to the Chamber of Commerce. The idea would be to add a strip to the current town council signage. Cllr Dyer confirmed she would report back.*
- South Glos Council – Does the Town Council have any comments in relation to the new planning process introduced in 2018  
*After a full debate, the two main points to arise were as follows:-*
  - *Currently, residents were unable to have their say at site meetings and Members considered this to be unfair*
  - *Decisions by SGC took too long**Members **RESOLVED** that the public should have an opportunity to have their say and Members' preference was to revert to the old system whereby residents and local councillors had the opportunity to address officers. Cllr Rush to report back to SGC to this effect and the Clerk is to complete the consultation process.*
- Marian Gilpin – Request to use the Town Councils portable radios for the South Cotswold Beer and Music Festival (NB if this is accepted we will have to offer the same conditions to all local events in the town)  
*Following discussion, it was **RESOLVED** to lend the radios to local groups and Clerk to set up a sign in/sign out and deposit system.*
- Local Authority Publication – Draft of Town Guide – to approve (circulated)  
**RESOLVED** proceed with town guide. It was noted there was a lack of Sodbury contact and, in future, refer the matter to the Chamber of Commerce for their coordination.

  
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### For Information Only

- SGC – Council Tax Dept – Acknowledgement that the Snuggery will be exempt from Council Tax under class T as it is an annexe and not a residential property in its own right

#### **154 Neighbourhood Plan**

The Chairman reported that on 4<sup>th</sup> February 2020 Lemon Gazelle gave a presentation to Members. He expressed his disappointment at the lack of Councillors who attended - attendees Cllrs Allen, Ball, Banister, Hays, Gilpin, Rumney & Smith. The following comments made at the presentation:-

- *Lemon Gazelle gave pros and cons*
- *A legal document that sits alongside national and SGC policy*
- *A huge amount of time and effort required - would take 2/3 years to complete*
- *An expensive project – referendum required – not felt to be good value for money in Sodbury*
- *Consider motivation for a Plan and expected achievements*
- *The presentation was insightful and a worthwhile exercise*
- *The town council had a duty to consider a Plan*
- *Noted that many of the items considered at the meeting were Parish Plan themed ie. actions that could be implemented by the Parish Plan*
- *An alternative route would be to refresh the Parish Plan and look at a new action plan*
- *Always an option to revisit a Neighbourhood Plan in the future*

Following considerable discussion, it was unanimously **RESOLVED** not to proceed with a Neighbourhood Plan at this stage and to support a refresh of the Parish Plan.

#### **155 Clock Tower – Electricity Consumption**

The E&L Committee had discussed the matter at a meeting on 21/01/20 and following discussion it was **RESOLVED** to propose to Full Council that backdated charges should not be made but that with effect from 1<sup>st</sup> March 2020 STC will re-charge the TIC for electricity used quarterly in arrears. Action – Clerk to write to TIC. As a TIC Committee member, Cllr Gilpin confirmed she would report back to the Committee.

#### **156 Code of Conduct for Members**

**RESOLVED** the Code of Conduct approved as circulated.

#### **157 Annual External Audit**

**RESOLVED** Iain Selkirk FCA be appointed as external auditor for 2019/20.

#### **158 Adult Social Care Fees and Charges Consultation**

**RESOLVED** the matter deferred and taken to the next FC meeting.

#### **159 Committee Appointments**

**RESOLVED** Cllr Smith to join the Environmental & Leisure Committee Group

#### **160 Water Refill Stations**

Members received a report from the E & L Committee which has **RESOLVED** not to progress with Water Refill Stations due to 1. The cost, 2. The onerous maintenance regime that would be required including appointing an additional staff member, 3. Concerns about vandalism which continues to be a problem in the town.

Members noted that there are plenty of cafes and pubs in the town which should allow free re-filling of water bottles.

**161 Items of Report**

**Cllr Allen** reported (1) the area at the entrance to Wickwar Road car park was very slippery. The Clerk confirmed the area was the responsibility of Waitrose and she will contact them (2) Brian Gache had left SGC and the election of a new chair for Community Engagement Forums (CEF) deferred for 6 months. The Rural North Eastern CEF was due to take place on 09/01/20 (Cllr A Rush confirmed he would attend) at Marshfield Community Centre and Yate, Chipping Sodbury and Dodington CEF on the 11/03/20 at Yate Parish Hall, Station Road. Cllr Allen to confirm to Clerk if new appointee required.

**Cllr Spooner** reported (1) with regard to Old Sodbury Woodland, a Constitution had been agreed and further instructions awaited from Network Rail, (2) a link was in place for the town website – sodburyinfo.com.

**Cllr Hays** reported that the handrails were loose on the footbridge in Jubilee Park.

**Cllr Banister** provided an update following closure of the Post Office in December. The Spar had submitted an application to hold the Post Office in their premises and the outcome awaited, although a decision may not be known until April. In the meantime, should the “mobile” Post Office be investigated? Cllr Banister to action. The Gazette had been contacted and a photoshoot scheduled for the following day. Cllr Ball advised that he is aware of another business in the town which has applied to run a Post Office.


**Cllr Rumney** reported the pavements in High Street and Broad Street were in a bad state of repair. Action – Clerk to report to SGC.

**Cllr A Rush** reported with regard to the Natwest Bank building works and that SGC Conservation Officer was due to attend the premises.

**162 Date of next meeting: 10<sup>th</sup> March 2020: 19.30 hrs – STC Offices**

Signed .....  ..... (Chairman)  
Dated ..... 10 03 2020 .....

Closed at 21:10

  
10 03 2020

