



Sodbury Town Council

**Minutes of the Meeting of Full Council
26th May 2020 at 19:30 hrs, Remote meeting held via Zoom**

Present: Councillors J Ball (Chair), L Banister, L Boon, S Gibson, C Hays (Vice Chair), M Gilpin, M Lewis, P Rumney, S Spooner, P Smith, A Rush, L Rush, A Williams

Cllr P Trull, Chipping Sodbury & Cotswold Edge

Will Morgan, Conversation PR (representing Cotswold Homes)

Cate Davidson – Town Clerk

Jackie Murley – Assistant Clerk

A Public Participation

Will Morgan introduced himself as a representative of Cotswold Homes and confirmed he would be available to take any questions in relation to the proposed development at Trinity Lane.

180 Standing Orders (circulated via e-mail)

RESOLVED: That the Standing Orders be amended to incorporate additional provision as circulated, to lawfully allow remote meetings during the Coronavirus Pandemic up until May 2021.

181 Apologies and Chairman's Remark

No apologies have been received.

The Chairman welcomed Members to the first remote meeting and remote meeting guidelines were read out. Members who wished to speak during the meeting were asked to raise their hand. Cate and Jackie were thanked for their continued support throughout this changing time.

A support group 'Yate & Sodbury COVID-19 Help & Support' had been set up and flyers distributed to ensure all households had a contact/mobile number if they required assistance, eg shopping. In addition, local businesses had stepped up to help out, eg delivery of meals to the elderly and vulnerable.

182 Declarations of Interests and Granting of Dispensations

Cllr Ball – Item 184 Cotswold Homes: *"A family member working with Cotswold Homes developer"*

Cllr Hays – Item 184 Cotswold Homes: *"In a work capacity, as representing clients on development sites around Sodbury"*

Cllr Rush – Youth in Sodbury Chairman

183 To appoint a Chairman for the next Agenda item

It was **RESOLVED** that Cllr Spooner is elected to Chair item 184 only.


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184 Cotswold Homes Proposals – Trinity Lane (Proposals/Comments circulated via e-mail)

Due to Declarations of Interest, the Chairman and Vice Chairman left the meeting whilst discussion took place and the Clerk confirmed they were in the virtual “waiting room”.

Cllr Spooner chaired item 184 and took comments from Members as follows: -

- *The site in question was not in the Core Strategy and is against Policy*
- *As the first development was passed this is considered to be a speculative approach by Cotswold Homes*
- *The proposed 97 homes would not affect the JSP and not take the pressure off Sodbury*
- *In the current COVID situation – was Cotswold Homes “sneaking through the back door”?*
- *The pandemic did not allow for proper consultation and the public were not given sufficient opportunity to ask questions*
- *Concern expressed with regard to lack of infrastructure, eg primary schools*
- *Concern expressed with regard to the type of housing proposed, eg 4/5 bed. Smaller houses should be considered, eg 2 beds homes for starters and those downsizing*
- *A widening of Trinity Lane would be required*
- *An ideal place for a housing development, although solar panels, rainwater harvesting and environmental paving should be considered*
- *The site is an ideal location for a cemetery*
- *More affordable housing required for the younger generation*
- *A contained site - bound on all 4 sides with no prospect of further development*

It was proposed and seconded that the Town Council Objects to the proposals with no further comment. After a full discussion, A vote was taken with 6 in favour, 4 against and 1 abstention therefore it was **RESOLVED** to object to the proposals with no further comment.

Cllr Hays re-joined the meeting. Cllr Ball was unable to re-join at this time due to IT connection difficulties

Cllr P Trull left the meeting
Will Morgan left the meeting

185 Approval of Minutes of Full Council Meeting on 10th March 2020

Cllr Hays in chair

It was **Resolved** the Minutes of the 10th March 2020 were approved as a true and accurate copy and are signed by the Chairman (at the next date possible for a visit to the office) subject to the following amendment at item 165 to read Local Plan not JSP.

186 Finance – Payment of Accounts

Resolved that the schedule of payments for March and April are approved.

187 To Ratify Urgent Decisions made by the Environment & Leisure Committee

- Following discussion, it was **RESOLVED** - Due to COVID, not to proceed with hanging baskets and floral troughs and not to appoint a watering contractor.
- Following discussion, it was **RESOLVED** to give authority to the E&L Committee to make a final decision on the format of the 2020 Summer Playscheme at the meeting scheduled for 23rd June 2020. One abstention recorded.

188 COVID-19 – Council Support

- **NOTED & APPROVED:** Emergency fund of £1000 to support Yate, Sodbury & Dodington Support Group. Current balance £340.00.


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- Following discussion, it was **RESOLVED** to set a budget of £4500 from the 20/21 S137 Funds to support groups that supported local people during the pandemic
- **RESOLVED:** Delegated authority given to the Clerk to approve urgent grants within the £4500 budget and signed off by the Chairman & Vice Chairman

189 Council Vacancies – South West Ward

The Clerk reported that Cllrs G Dyer and D Jeal had resigned as Councillors. A discussion took place on the way forward. The Clerk advised the vacancies are currently within the statutory period in relation to the request for an election which has been advertised and expires on 10th June.

In the absence of requests for an election It was **Resolved** that the Clerk advertises the vacancies and make the appropriate arrangements for Co-option to take place at the September Full Council meeting.

190 Council Meetings

Cllr Ball re-joined the meeting 20:38hrs

- **NOTED:** All meetings to take place via Zoom until further notice with Committee meetings being called as business required.
- **NOTED:** F&GP meeting – Tuesday 9th June at 19:30
E&L meeting – Tuesday 23rd June at 19:30
Full Council – Tuesday 14th July at 19:30

191 Items of Report

Cllr Lewis conveyed best wishes to Dave and Gill.

Cllr Spooner reported with regard to Old Sodbury Woodland/Network Rail and that no progress had been made on dismantling of an old farm building. **Action:** Clerk to chase NR

Cllr Ball reported travellers had arrived on The Ridings and the Police were handling the situation.

Cllr Williams reported an increase in dog waste at Chapel Lane and Catchpot Lane, presumably due to an increase in visitors to the area. In addition, no bin was available in Church Lane. **Action:** Clerk to contact SGC re. installation of a bin in Church Lane.

Cllr Allen requested an up-date from Cllr Rush on a tree situation as discussed previously. Cllr Rush confirmed he would enquire and report back.

192 Date of next Meeting – 14th July 2020, 19.30 via Zoom

Signed (Chairman)

Dated

Closed at 21:00 hrs



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Supplementary to the Sodbury Town Council Standing Orders

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allow local councils to hold remote meetings. The regulations give automatic authority to hold remote meetings and amend standing orders as required.

These regulations remain in force until May 7th, 2021 or earlier if repealed, and require a number of temporary changes to Standing Orders.

General

These procedures should be read in conjunction with the Sodbury Town Council's standing orders.

The Regulations made under s78 of Coronavirus Act 2020 apply and where there is a conflict between these and any other adopted standing orders or legislation, these Remote Meetings Procedures take precedence in relation to any remote meeting.

1) Annual Meeting

The requirement to hold an Annual Meeting of the Council is to be disregarded and prior to May 7th, 2021 may only take place

- a) where called by the Chairman or
- b) following a resolution calling for an annual meeting being passed at a meeting of the Council

2) Access to Information

"Published on the website of the council" will also apply in relation to where:

- a) a document is required to be 'open to inspection'
- b) a document is required to be published and made available at the council's offices.
- c) there is a requirement to publish information including public notices, agendas, minutes, background papers and written reports

3) Remote Access to Meetings

The definition of "meeting" within the Council's Standing Orders is amended so that:

- a) 'place' includes where a meeting is held, or to be held in more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers
- b) 'open to the public' includes access to the meeting by remote means including video conferencing, live webcasting and interactive streaming
- c) where a meeting is accessible to the public through remote means, the meeting is open to the public whether or not members of the public are able to attend the meeting in person.



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- d) if the Council becomes aware that the its technology has failed, and the meeting is no longer accessible to the public, the meeting shall be adjourned.
- e) if public access cannot be restored within a reasonable period, the remaining business shall be deferred to a future meeting.

4) Councillors in remote attendance

A councillor is present and counted for the purposes of the quorum when they can:

- a) hear and where practicable see other members of the council
- b) hear and where practicable see members of the public wishing to participate during the public session of the meeting or as invited by the Chairman

A councillor be deemed to have left the meeting where, at any point in time during the meeting, any of the conditions for remote attendance are not met. In these circumstances the Chairman may if appropriate:

- c) adjourn the meeting to permit conditions for remote attendance to be re-established
- d) count the number of councillors in attendance for the purpose of the quorum

5) Remote attendance by members of the public

if appropriate

A member of the public is in attendance when they can:

- a) hear (and where practicable see) the members of the council at the meeting and also be heard (and where practicable be seen)
- b) hear (and where practicable see) the members of public attending the meeting and also be heard (and where practicable be seen), including those wishing to speak during the public session or as invited by the Chairman

A member of the public in will be deemed to have left the meeting where, at any point during the meeting, any of the conditions for remote attendance at 5 a) are not met.

- c) Subject to 5 b) the Chairman may
- d) adjourn the meeting to permit conditions for remote attendance to be re-established
- e) vary the order of the agenda or complete the remaining business of the meeting in the absence of the member of the public in remote attendance.

6) Remote Voting

Unless a recorded vote is demanded, the Chairman will take the vote by :

- a) Clear visual confirmation at the meeting that there is agreement or



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- b) a roll call and the number of votes for or against the motion or amendment or abstaining will be recorded.

7) Code of Conduct – councillors excluded from the meeting

Where a councillor is required to leave the room as a requirement of the Council's code of conduct, the means of remote attendance and access will be severed whilst any discussion or vote take place.

8) Exclusion of the press and public

Where the council has resolved to exclude the press and public from any part of the meeting, due to the confidentiality of the business to be discussed then:

- a) The means of remote attendance and access to the meeting by members of the press and public will be severed
- b) Each councillor present shall declare that there are no other persons present who are not entitled to be (hearing or seeing), and/or recording the meeting.

Adopted by resolution – date 26th May 2020

Expires May 7th 2021



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