



Sodbury Town Council

7th September 2021

You are hereby summoned to attend the **Full Council Meeting of Sodbury Town Council** to be held in **Charter Suite, Chipping Sodbury Town Hall** on **Tuesday 14th September 2021** at **19.30** for the purpose of transacting business as prescribed in the Agenda below.

Please follow these guidelines:

- If you are exhibiting any signs of COVID-19 or have been told to isolate **DO NOT ATTEND THE MEETING**
- Sanitise your hands on entry to the building
- Wear a mask at all times until you are sat in your seat
- Once seated do not move around the room unless necessary

Cate Davidson
Town Clerk

Agenda

Members are reminded that the Council has a general duty to consider the following matters in the exercise any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. The Council must also have regard to the need to conserve biodiversity.

A. Public Participation

Comments will be taken from members of the public for **up to 20 minutes**, comments cannot be taken from the public once the meeting has started

390 Apologies & Chairman's Remark

391 Declarations of Interests & Granting of Dispensations

- DPIs to be received in accordance with the Localism Act 2011
- Written dispensation requests to be received and considered as appropriate

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

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

394 Minutes of Full Council Meeting on 13th July 2021

- To receive and approve minutes of meeting on 13th July as attached for signing by the Chairman

395 Matters Arising

- To receive and note matters arising from the last meeting

- 396 Finance – Payment of Accounts**
- To receive & approve payment of accounts as presented
- 397 Correspondence**
- To receive and respond to correspondence as per attached schedule
- 398 Personnel Matters**
(Should any discussion be required this item may go into private session)
- To ratify the appointment of an Administration Assistant as approved by the Personnel Committee
- 399 Woodmans Road, Chipping Sodbury**
- To receive feedback from the Chairman following discussions with the team running FF4F (circulated by email)
 - To consider and respond to additional correspondence in relation to the Community Shop and the impact on the neighbourhood
 - To agree action to be taken in relation to this matter
- 400 Chipping Sodbury – Market Proposals**
- To receive and consider proposals from the Markets Committee in relation to a regular market on the Market Pitchings for a trial period
 - To approve a Licence for the market for a trial period
- 401 Sodbury Town Council – Climate Emergency Actions**
- To receive a report from Councillor Spooner in relation to the Councils Carbon Footprint
 - To receive an update in relation to the Climate Awareness Event in the Town Hall on 18th September
 - To make any decisions required in relation to these matters
- 402 Chipping Sodbury High Street – Consultation Feedback**
- To receive a report from South Glos Council in relation to this consultation (circulated with this agenda)
 - To consider a response to the report
- 403 The Queen’s Platinum Jubilee – Tree Planting**
- To receive an offer of two English Oak Trees to plant in celebration of the Jubilee from The Honourable Company of Gloucestershire as part of the Queen’s Green Canopy Initiative (information circulated with this agenda)
 - To make a decision on applying for these trees and if so identify locations for the planting of such
- 404 Items of Report**
NB. A Council cannot lawfully decide on any matter, which is not specified in the Summons
- 405 Next Full Council Meeting: 12th October 2021 – Charter Suite, Chipping Sodbury Town Hall**