



Sodbury Town Council

5th October 2021

You are hereby summoned to attend the **Full Council Meeting of Sodbury Town Council** to be held in the **Charter Suite, Chipping Sodbury Town Hall** on **Tuesday 12th October 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

406 Apologies & Chairman's Remark

407 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

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

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

410 Minutes of Full Council Meeting on 14th September 2021

- To receive and approve minutes of meeting on 14th September as attached for signing by the Chairman

411 Matters Arising

- To receive and note matters arising from the last meeting

- 412 Finance – Payment of Accounts**
- To receive & approve payment of accounts as presented
- 413 Correspondence**
- To receive and respond to correspondence as per attached schedule
- 414 Adopted Highway (section) – Old Sodbury**
- To note the Clerk has received a special motion by way of a letter signed by seven members stating: *“We, the undersigned, wish the decision made regarding the stopping up order on land adjacent to the Badminton Road in Old Sodbury, as per minute 378 of 13th July 2021, to be brought back to the council for review. This is in light of a better understanding of the implications of a stopping up order and further consideration of the advice received from the local council association, NALC.”*
- To consider the following requests from the owner of land adjacent to the site in question:
 - The Town Council states in its minutes that it agrees with the action that has been taken by the owner of adjoining land to date
 - The Town Council agrees with the stopping-up order on the land which is currently adopted highway and assists with the process once it is underway
- 415 Annual Governance and Accountability Return 2020/21**
- To receive the External Auditors Report (section 3)
 - To note that no matters have been raised
- 416 Tourist Information Centre – Appointment of Committee Members**
- To appoint two Councillors to represent the Town Council on the Committee of the Tourist Information Centre
- 417 To Ratify policies as approved by the Finance & General Purposes Committee**
- Standing Orders
 - Financial Regulations
 - Code of Conduct for Members
 - Complaints Procedure
- 418 Climate Emergency – Action Plan**
- To receive pledges from Councillors in relation to reducing individual carbon footprints
- 419 Old Sodbury Woodland**
- To delegate decision making powers in relation to all matters regarding the Old Sodbury Woodland to the Environmental & Leisure Committee
- 420 Items of Report**
- NB. A Council cannot lawfully decide on any matter, which is not specified in the Summons
- 421 Next Full Council Meeting: 9th November 2021 – Charter Suite, Chipping Sodbury Town Hall**