



Sodbury Town Council

Minutes of a Meeting of the Environment & Leisure Committee 2nd February 2021, held via Zoom at 19:30 hrs

Committee Members:

Councillors: B Allen (Chair), S Gibson, M Gilpin, C Hays, B Romaine, P Rumney, P Smith, S Spooner, A Williams

Present:

Cllrs B Allen, S Gibson, M Gilpin, C Hays, B Romaine, P Rumney, P Smith, S Spooner

Clerk: Cate Davidson

Asst. Clerk: Jackie Murley

80. Apologies

No apologies. Cllr A Williams absent.

81. Declarations of Interest

None

82. Approval of Minutes of 27th October 2020

RESOLVED that the minutes of 27th October 2020 are approved as an accurate record of the meeting to be signed by the Chairman's at her next visit to the office.

83. Matters Arising

None to report.

84. Budget 2020/21 – Spend to date (circulated)

Members received and noted the current spend to date for the Committee. An underspend was noted and the following points made by the Clerk:-

- *Additional grass cutting required (overspend)*
- *Play bark top up at Old Sodbury had led to an overspend of the budget*
- *Basket/flower watering – underspend. Due to COVID, floral displays in the town were cancelled*

A discussion took place with regard to ring-fencing funds for refurbishment of the public conveniences. Following discussion, a decision was made not to ring-fence funds at this time.

85. Public Conveniences

Cllr Rumney reported that he had liaised with Brendon Jones of Hill Project Management who held a Specification for the toilets. As the toilet area was a very confined space and to carry out an inspection whilst practicing social distancing difficult, it was **RESOLVED** to carry the matter forward and rediscuss once a site visit had taken place.

86. Town Council Contracts

It was noted 3 contracts were due for tender:-

- Maintenance Contractor
- Floral Watering
- Grass Cutting



Sodbury Town Council

It was **RESOLVED:** the Maintenance Contractor and Floral Watering contract to be rolled over with the current Contractor for a period of one year due to the implications of COVID and a period of compassionate leave required by the Clerk.

It was **RESOLVED:** the Grass Cutting Contract with South Gloucestershire Council be extended for a period of one year. The Clerk confirmed she was in receipt of a revised quote which was below the budget sum. Action – Clerk to liaise with SGC.

87. Items of Report

No items to report.

88. Date of next meeting – 23rd March 2021

The Chairman closed the meeting at 19:56 hrs

Signed *Brenda Allen*

Dated *6-4-2021*