



Sodbury Town Council

**Minutes of the Meeting of Full Council  
8<sup>th</sup> March 2022 at 19:30 hrs, held at  
Charter Suite, Chipping Sodbury Town Hall**

**Present:** Councillors B Allen, J Ball (Chair), L Banister, S Gibson, A Gregson, C Hays, B Romaine, P Smith, S Spooner, A Rush, A Williams

Cate Davidson – Town Clerk  
Jackie Murley – Assistant Clerk

Residents x 2

Co-option candidates: Seb Gibson, Peter Whyton, Lisa Reed (left at 20:39), Ian Lowe, Joanna Whyton

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**A Public Participation**

An Old Sodbury resident addressed Members regarding Agenda item 475 – Amendment to Standing Orders. She expressed surprise at the ‘secret ballot’ amendment and confirmed she had carried out research. She stated she now understood the procedure and reason for it and sought no further clarification.

**467 Apologies and Chairman’s Remark**

Apologies received and accepted from Cllrs. S Tubby, P Rumney, L Rush

The Chair read out the emergency evacuation statement and welcomed all to the meeting.

**468 Declarations of Interests and Granting of Dispensations**

**Cllr S Gibson** – Agenda item 476. His son, Seb Gibson, an applicant for Co-option.

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

**Cllr A Rush** reported attendance at SGC Finance/Budget meeting. A Council Tax increase of 2.99% was confirmed. Social Care was a priority with increased funding to Childrens Services to assist with recruitment of social workers.

Cllr Rush advised members that SGC is investing in thermal imaging cameras that will be available for borrowing from SGC libraries. It is expected the cameras will be mid-range and will be a useful tool for residents in assessing heat loss from houses. The Clerk responded that she would make enquiries at the next library meeting as to whether we will have one available for loan.

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

None to report

**471 Approval of Minutes of Full Council Meeting on 8<sup>th</sup> February 2022**

**RESOLVED** the Minutes of Full Council Meeting of 8<sup>th</sup> February 2022 are approved as a true and accurate record and signed by the Chair.

#### 472 Matter Arising

The Clerk updated following a meeting with SGC regarding Horseshoe Lane lighting. SGC considered ground lighting inappropriate for that area and was only for aesthetic purposes. A discussion was ongoing with a house owner as to the possibility of fixing lighting to her property.

#### 473 Finance – Payment of Accounts

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

The Clerk referred to her current accounting/finance system (RBS) and that it was not a streamlines system. Alternative systems had been investigated and the Clerk sought Members agreement to upgrade to a system called Scribe which was “cloud based”. Following discussion, it was **AGREED** to purchase the new software.

#### 474 Correspondence

##### Requiring Response/Comments/Action

- Local Resident – request for suggestions for “furniture” to keep access open on the Pitching’s that is in keeping with the area eg. Potted trees, beer barrels painted black and gold and planted up  
Following discussion, it was **RESOLVED** to refer to Markets Committee
- Festival Committee – which of these events does STC want it’s grant to be used for:
  - Saturday 11th June - Music in the Street - (Broad St)
  - Thursday 16th June - Barn Dance (Town Hall)
  - Saturday 18th June - All day Street Fayre and Carnival
  - Saturday 18th June - Murder Mystery Evening

Following discussion, it was **RESOLVED** to sponsor “music in the street” and the Clerk to report back to the Festival Committee.

##### For Information Only

- South Glos Council – Thrive Committee – to note the following funding has been approved:
  - STC – Refurbishment of conveniences £17K
  - STC – Christmas Light/Tree works £5K
  - CS TIC – Support for re-opening £5
  - Sodbury in Bloom – Watering of baskets and floral displays £4K
  - CS CoC – Subsidising of membership and events £2K
  - CS CoC – Reprint of Town Map £2K
- ICO – Notification that the matter is being referred to a case officer and the Town Council will have one opportunity to defend its rejection of the FOI enquiry (up to 6 months for allocation)
- ALCA – Details of what Councils can and can’t do in relation to raising funds for overseas benefits (eg Ukraine)

#### 475 Standing Orders - Amendment

The Chairman read out the proposed amendment to the Standing Orders (in bold below) and it was **RESOLVED** that the following amendment take place with immediate effect:-

*Voting shall be by show of hands, **or, if a least two Members so request, by secret ballot.** At the request of a Councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave their vote for or against that question.*

#### 476 Co-option of one Councillor to the Old Sodbury Ward of Sodbury Town Council

Members were in receipt of applications for the following:-

- Mr Seb Gibson
- Mr Peter Whyton
- Ms Lisa Reed
- Mr Ian Lowe
- Ms Joanna Whyton

Members **RESOLVED** to vote by secret ballot

All candidates addressed Members with details of their background and experience and Members were given the opportunity to ask questions.

Nominations for the vacancies were received as follows:-

Seb Gibson – nominated by Cllr C Hays; seconded by Cllr P Smith  
Peter Whyton – nominated by Cllr A Rush; seconded by Cllr B Allen  
Lisa Reed – nominated by Cllr A Williams; seconded by Cllr A Gregson  
Ian Lowe – nominated by Cllr S Spooner; seconded by Cllr L Banister  
Joanna Whyton – nominated by Cllr A Rush; seconded by Cllr B Allen

A ballot took place and the Clerk emphasised that a prospective candidate must receive absolute majority ie 50% of the votes plus one for an appointment to take place (if that was not the case, the candidate with the lowest votes would be struck from the list) and asked that Members speak out if unsure of the process. Cllr Scott Gibson did not vote.

<b>ROUND 1</b>	
<b>Name</b>	<b>Votes</b>
Seb Gibson	4
Peter Whyton	0
Lisa Reed	3
Ian Lowe	3
Joanna Whyton	0

<b>ROUND 2</b>	
<b>Name</b>	<b>Votes</b>
Seb Gibson	4
Lisa Reed	3
Ian Lowe	3

<b>ROUND 3</b>	
<b>Name</b>	<b>Votes</b>
Lisa Reed	6
Ian Lowe	4

<b>ROUND 4</b>	
<b>Name</b>	<b>Votes</b>
Seb Gibson	5
Lisa Reed	5

Following round 2 of voting it was noted that a further round would have the same results, after discussion it was decided to have a vote with the 2 candidates who had 3 votes each so that one could be taken through to the final round – this was round 3.

The final vote was tied and the Chairman exercised his casting vote.

**RESOLVED:** Mr Seb Gibson be appointed to Old Sodbury Ward.

All candidates were thanked for attending and Mr Lowe left the meeting.

#### 477 Highways Matters

- **Old Sodbury:** A discussion took place regarding the ongoing issue of speeding. Information from Kingswood PC had been e-mailed prior to the meeting and it was noted cost for an ANPR camera was circa £9000. Comment was made that ANPR cameras were costly and data/evidence to back up the problem would assist as many other areas could be said to warrant cameras. Members went on to discuss a **portable** speeding system as used by SGC.  
**RESOLVED:** (i) Clerk investigate precise cost and/or possible funding from Avon & Somerset Constabulary for ANPR (ii) Arrange a meeting with SGC Highways on portable system and also request to look at the overtaking lane which continued to be a dangerous area
- **Pedestrian crossing – Rounceval/High St:** This matter had been raised a number of years previously but understood to have been rejected by SGC. The Clerk read out a recent e-mail from SGC Traffic Management which highlighted data from 2013 but no reference to suggest a rejection of a crossing. Following discussion, it was **RESOLVED** to propose to SGC a Zebra crossing at Rounceval Street. Action – Clerk to liaise with SGC.
- **Stop Line on Hounds Road:**  
The Clerk read out an e-mail from SGC Traffic Management (dated 17/2/22) that referred to previous discussions (in 2006) on a stop line at Hounds Road. Following discussion, it was **RESOLVED** to propose to SGC a stop line at the end of Hounds Road/ High Street
- **Signage to facilitate police enforcement:**  
Following discussion, it was **RESOLVED** to propose to SGC to instal 20mph signage

It was also reported the speed hump by the Horseshoe PH was breaking up and the Clerk confirmed she would report to SGC.

#### 478 South Gloucestershire Council – Local Plan Phase 2 Consultation

Cllr Hays was thanked for his evaluation of the Consultation documents (e-mailed). It was noted the Spatial Strategy was awaited and that current focus was on urban areas prior to consideration of Green Belt with many big issues still outstanding. The Spatial Development Strategy (SDS) was also awaited from West of England Combined Authority (WECA). A discussion followed and it was considered the methodology for assessing villages was insufficiently developed to make informed decisions. A Neighbourhood Plan was suggested which had been considered by the town council previously but noted a timely exercise (approx. 5 years) and expensive.

The Clerk went through the Questionnaire item by item and Members made their response with a draft to be prepared and circulated to Members for approval and subsequent submission to SGC.

#### 479 Platinum Jubilee Big Lunch Celebration

**RESOLVED** grant be awarded to the Big Lunch of £550 for public liability insurance and the provision of a face painter at the Jubilee lunch.

#### 480 Items of Report

**Cllr Spooner** reported (1) meetings had taken place with Rotary on climate action plan (2) a cross parish meeting on Local Nature Action Plan (LNAP) (3) Planting at Old Sodbury Woodland continued – now 3,500 trees.

**Cllr Williams** reported attendance at a Commons Conservators meeting. He will advise of new assistant at Badminton Estate.

**The Clerk** reported that in support of the Ukraine crisis, Dodington PC was promoting the displaying of sunflowers in window and whether the town council wished to do the same. Following discussion, Members considered encourage residents to donate through Disaster Emergency Committee (DEC) to be a preferred option. Action – promotion of donation to be put on our website and Facebook pages.

**The Clerk** reported at a recent F&GP meeting, a 'Premises Working Group' had been set up to look at the running of the Snuggery, garden & allotments. Cllrs Allen, Banister, A Rush, Spooner and Williams to be members and a meeting to be arranged.

**The Clerk** reported SGC was trialling a new type of litter bin which was reported as being more environmentally friendly. One had been sited outside of the office for Councillors to view and make comment. Action – refer to E&L.

**The Clerk** reported the Annual Parish Meeting would take place in April and sought suggestions for guest speaker.

**466 Next Full Council Meeting: 12<sup>th</sup> April 2022, Charter Suite, Chipping Sodbury Town Hall**

**Annual Parish Meeting: 19<sup>th</sup> April 2022, Old Sodbury Village Hall**

The meeting closed at 21:39

Dated .....

Signed .....

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