

THORNBURY TOWN COUNCIL

**Minutes of the Town Council Meeting
held on Tuesday 8 December 2020 at 7.30pm
via Video Conference (Virtual Meeting)**

Present: Cllrs Jayne Stansfield (Chair)
Chris Davies (Vice Chair)
Bob Griffin
Shirley Holloway
Clive Parkinson
Pam Shipp
Matthew Stringer
Maggie Tyrrell
Angela Symonds
Guy Rawlinson
Eva Fielding
Helen Harrison (arrived late)

Louise Powell - Town Clerk
(Minutes written from recording by Hannah Cornford)

1. **To receive any apologies for absence**

315/20. Cllr Benj Emmerson – another commitment
Cllr Martin Trueman – another commitment

2. **To receive any member's declarations of interest**

316/20. Cllr Parkinson declared an interest in the Over 60's Tea Room and Cllr Chris Davies an interest in Thornbury & District Community Association, both in relation to item 8.

3. **To receive any Chairman's announcements**

317/20. The Chair had not attended any events in her capacity of Town Mayor, due to the lockdown recently lifted.

4. **To receive any representations from the public**

318/20. No members of the public were present.

5. **To consider and approve the minutes of the meeting of Thornbury Town Council on 10.11.20 and any matters arising from them**

319/20. The Clerk had not received any communication from Barclays over the closure of Council accounts. The minutes were unanimously agreed to be a true record.

(Cllr Harrison arrived)

6. **To consider and vote on applications to co-op a Councillor for the vacancy for a Councillor in Central Ward**

320/20. Three applicants had sent in forms which had previous been circulated. They were each allowed 5 minutes to speak and introduce themselves, explaining why they should be elected. Following this, they were temporarily removed from the meeting and the recording was paused whilst Councillors cast their votes. Once votes had been counted, the candidates were invited back to the meeting and the Chair thanked all of them for applying. James Murray was elected to the position and will become the third Councillor for Central Ward. All three candidates then left the meeting.

7. **To consider and approve small grant applications for 2020/21**

321/20. Councillors considered the applications and agreed the below figures, which may have conditions attached to the grant. A representative of Jigsaw Thornbury was present to explain why they were seeking grant funding:

(Cllr Harrison declared an interest in Jigsaw)

Community Group	Grant Awarded
The Willow Tree Centre	£300
Krunch South West	£200
Sight Support West of England	£370
Thornbury Duke of Edinburgh Award Centre	£476
Phase Thornbury	£350
Jigsaw Thornbury	£1000
Thornbury Rugby Club	£200
Thornbury Carnival	£1000
Four Towns and Vale Link	£1000

8. **To consider and recommend provisional revenue grant applications for 2021/22**

322/20. Councillors considered the applications and agreed the below figures, which may have conditions attached to the grant. A representative of Jigsaw Thornbury was present to explain why they were seeking grant funding:

Community Group	Grant Recommended
Thornbury Arts Festival Trust	£1250
Over 60s Tea Room	£4640
Thornbury & District Community Association	£4100
Thornbury Community Composting	£1500
Thornbury Christmas Lights Association	£1545.94
Thornbury In Bloom	£1500
Thornbury & District heritage Trust	£7035
Jigsaw Thornbury	£3120
The Inspire Arts Trust	£500
Thornbury Volunteer Centre	£3340
REKRE8	£2400
Citizens Advice South Glos	£7260

9. To consider an application for an urgent grant 2020/21

323/20. An urgent application had been received from Phase. £2400 was awarded.

10. To consider the following matters relating to council finance

(a) To approve the Accounts for Payment

324/20. The accounts were proposed for payment by Cllr Stringer, seconded by Cllr Tyrrell and unanimously agreed.

ACCOUNTS PAID OUT OF MEETING		
South Gloucestershire Council	Rates - November (DD) - Town Hall	1,310.00
South Gloucestershire Council	Rates - November (DD) - Cemetery	334.00
HMRC	Tax Payment	4,166.93
Avon Pension UK	Pension Payment	3,587.62
Salaries	Staff Wages	16,910.31
Gas Deduction	(PLR)	35.00
Town Council Staff	Expenditure Claim - (code 110)	24.02
Professional Fees	Temporary RFO - (code 110)	674.20
Octopus Energy	Electricity - Town /Hall (DD)- (code 110)	430.63
Easton Bevins	Property Inspections - (code 160)	6,060.00
	Total Expenditure:	33,532.71
ACCOUNTS NOW DUE FOR PAYMENT - 8th DECEMBER 2020		
<u>Central Services (110)</u>		
Matrix Bes Ltd	Remedial Defects - Heating Plant Room	4,954.80
Acorn	Temporary - Cleaner	104.65
MSP Group Ltd	Phone/Broadband (split coding)	125.92
MSP Group Ltd	IT Support (split coding)	279.90
AlCA- Avon Local Councils Assoc	Budgeting For Local Councils Course	30.00
AlCA - Avon Local Councils Assoc	Risk Assessment During Covid Course	45.00

Siemens Financial Services Ltd	Photocopier- Lease Rental	181.20
	Total Expenditure:	5,721.47
<u>Playing Fields & Cemetery (130)</u>		
MSP Group Ltd	Phone/Broadband (split coding)	54.00
Hawkins Of Thornbury	Maintenance Materials	19.19
Alexandra	Staff Workwear	68.02
Matrix BES Ltd	Repairs to Water Heater System	224.40
Matrix BES Ltd	Supply/Install Time Switch - Outside Lighting	118.80
Ford Fuels Oils	Gas Oil (Red Diesel)	464.51
T H White Group	Maintenance Materials	4.80
Thornbury Tyre Services	Implament Tyre	133.74
Cromhall Refinishing Ltd	40 x 1Ltr Stone Chip	441.60
Thornbury Motors Ltd	Fuel Expenses (Diesel/Unleaded)	188.97
British Telecom	Final Phone Bill - Pavilion	35.04
	Total Expenditure:	1,753.07
<u>Land & Property (160)</u>		
		-
	Total	-
<u>Environment (150)</u>		
GAP Supplies Ltd	Maintenance Materials - Green Projects	197.47
	Total Expenditure:	197.47
<u>Armstrong Hall (170)</u>		
		-
	Total	-
<u>Grants & Contingencies (180)</u>		
Thornbury Town Council	Grant Payment - Jigsaw Thornbury	1,040.00
	Total Expenditure:	1,040.00

(b) To consider and discuss a draft budget for 2021-2022

325/20. This would be deferred until the meeting in January and would be looked at by the Budget Working Group.

(c) To consider and discuss CIL programme

326/20. This would be deferred also.

(d) To consider and receive updates on the current year grant programme

327/20. The Clerk explained the position on 4 grants. It was decided to pay those for Thornbury In Bloom, The Armstrong Hall, and Toilet Scheme, but leave the Museum grant until the Armstrong Hall Trust had decided on how much rent would be charged during the pandemic.

11. **To consider planning licensing applications**

328/20. The applications were discussed, and comments made as per the attached schedule.

12. **To consider any matters on the grounds of urgency**

329/20. There were none, however the Clerk noted that the Town Hall would close for Christmas at lunchtime on 24th December and reopen on Monday 4th January.

13. **To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

330/20. Resolved.

14. **To consider actions relating to the Condition survey**

331/20. The Clerk queried whether Councillors wanted to go ahead with works to the Bakery Annex. Action was agreed.

15. **To consider leasing matters**

(i) To resolve to sign a lease with Thornbury Volunteer Centre

332/20. The lease had not yet been received

(ii) To consider any other leasing matters

333/20. The Clerk was having some difficulties with the legal work and a possible way forward was discussed.

THORNBURY TOWN COUNCIL

PLANNING APPLICATIONS considered on 8 December 2020

DATE	REF NO	LOCATION	PROPOSAL	COMMENT	PLANNING DECISION
24.11.20	P20/23286/PNOR	57 High Street Thornbury South Gloucestershire BS35 2AP	Prior notification of a change of use from Office (Class B1) to 2 no. flats (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).	No objection	
27.11.20	P20/23730/PNA	Hackett House Hacket Lane Thornbury South Gloucestershire BS35 3TY	Prior notification of the intention to create an agricultural track.	No objection	
27.11.20	P20/18500/F	5 Upper Bath Road Thornbury South Gloucestershire BS35 2LB	Erection of a single storey outbuilding to form self-contained annexe ancillary to the main dwelling.	No objection	
01.12.20	P20/11350/F The above planning application is to be considered by the Development Management Committee on the 10th December 2020 at 11.00am.	Cornercroft Barn Hacket Lane Thornbury South Gloucestershire BS35 2HH	Erection of detached dwelling and associated works (resubmission of P19/14042/F).	<i>Previous comment: OBJECT - over-development. Although, regrettably, vegetation has been removed from the site to give the illusion of space, the building would not fit well within the space. Amenity space that remains for both the host property and the new one is not adequate and while the application claims that parking spaces for the two properties will be adequate, in practical terms, it cannot be used as suggested. Neighbours' amenities would be compromised, particularly overlooking of neighbouring properties.</i> Cllr Parkinson would liaise with Cllr	

				Tyrrell to discuss attendance.	
01.12.20	P20/23734/ADV	41 High Street Thornbury South Gloucestershire BS35 2AR	Consent to display 3no non illuminated fascia signs and 1no non illuminated hanging sign.	No objection	
01.12.20	P20/23575/LB	41 High Street Thornbury South Gloucestershire BS35 2AR	External alterations to install 4 no. signs to the front elevation.	No objection	
01.12.20 APPEAL	APP/P0119/W/20/3 261875 Relating to application: P20/10936/F	Chelwood Vattingstone Lane Alveston South Gloucestershire BS35 3JT	Creation of new vehicular access and driveway.	<i>No previous council comment. Application sent round out of meeting and no response received.</i> Object until such time that technical requirements are agreed and officers are satisfied that the application is sound.	
01.12.20	P20/23823/TRE	Caedmon Complex Bristol Road Thornbury South Gloucestershire BS35 3JA	Works to crown reduce 1 no. Atlas Cedar by 5m and to reduce radial limb by 3m as covered by Tree Preservation Order SGTPO 17/03 dated 7th February 2004.	No objection, subject to Tree Officer's approval	
APPLICATIONS RECEIVED AFTER PAPERS WENT OUT					
03.12.20	LI20/3916/STM (Not online as of 4.12.20)		Butties Sandwich Bar (2) to trade throughout the South Gloucestershire Area	No objection	
03.12.20	P20/22487/F	First Floor Office 8 The Plain Thornbury South Gloucestershire BS35 2AG	Conversion of existing offices on first floor and loft area to form 3 no. flats and associated works	No objection	