



5 January 2023

To all Councillors

Please take notice that a **meeting of the Full Council** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall** on **Tuesday 10 January 2023 at 7.30pm**.

All Councillors are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

A handwritten signature in black ink, appearing to read 'Kath'.

Kath MacConnachie, Town Clerk

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

Public participation: Please note that this meeting is open to the public. Please take note of the guidance notes for public participation [provided](#).

AGENDA

- 1 To note any apologies for absence**
- 2 To receive declarations of interest from members**
- 3 To approve the minutes of the Full Council meeting held on 13 December 2022**
- 4 To receive any representations from the public**
- 5 To approve the Accounts for Payment**
- 6 To approve the budget for 2023/24**
- 7 To confirm the precept for 2023/24**
- 8 To consider applications received for small grant funding and agree grant awards**
- 9 To consider a revised grant awarding policy and procedure**
- 10 To approve funding for the Coronation community picnic event using the Tower Hill Solar Farm Community Benefit fund**
- 11 To consider a proposal from Councillor Rawlinson to withdraw the Town Council as a representative observer on the Park Farm Community Interest Company due to a change of circumstances in relation to the Medieval Fishponds**
- 12 To receive a proposal from Councillor Griffin to reposition the boards in the Council Chamber**

- 13 To approve an increase in the monthly BACS limit for the payroll bank account**
- 14 To consider details of a proposed footpath diversion order (Footpath OTH 68 at Land West of Gloucester Road)**
- 15 To pass a resolution to exclude members of the public and press for agenda items 16 and 17 due to the COMMERCIALLY CONFIDENTIAL and SENSITIVE nature of the business to be transacted**
- 16 To receive an update on the proposals from Thornbury Lawn Tennis Club regarding the Tennis Courts on Mundy Playing Fields and review the remit of the working group**
- 17 To consider quotes for Town Council rebranding**
- 18 Date of next meeting: 7.30pm on 14 March 2023**



THORNBURY TOWN COUNCIL

Minutes of the Thornbury Town Council Meeting

held on Tuesday 13 December 2022 at 7:30pm
at Council Chamber, Town Hall

Members present: Cllrs Chris Davies (Chair)
Benj Emmerson
James Murray
Maggie Tyrrell
Clive Parkinson
Angela Symonds
Helen Ball
Shirley Holloway
Fiona Deas
Jayne Stansfield

In attendance: Kath MacConnachie - Town Clerk
1 member of the public
1 member of Council Administration Staff (Minutes)

Absent: Cllrs Matt Stringer
Bob Griffin
Pam Shipp
Guy Rawlinson
Paul Le Riche

FC2223.89. To note any apologies for absence

Apologies had been sent by Cllrs Rawlinson, Stringer and Griffin. It was noted that Cllr Helen Harrison had resigned as a Town Councillor. The Chair thanked her for her hard work and time with the Town Council, in her roles as Councillor and a former Mayor.

FC2223.90. To receive declarations of interest from members

None were declared.

FC2223.91. To approve the minutes of the Full Council held on 4 October 2022

It was **RESOLVED** to approve the minutes.

FC2223.92. To receive any representations from the public

One member of the public spoke on items 14 and 15, in relation to the public exclusion, High Street, Rock Street carpark and flooding at Castle Court car park.

FC2223.93. To receive any correspondence

There was none.

FC2223.94. To receive a proposal from Cllr Ball to full fund the Citizens Advice Bureau (CAB) service in Thornbury, with corresponding expenditure to be included in the draft 2023/24 budget

A presentation was received from 2 representatives from the CAB. It was **RESOLVED** to:

- Include the funding of this service in the 2023/24 budget
- Engage with the CAB about service delivery locations
- Negotiate Service Level Agreement with the CAB
- Approach the surrounding Parish Councils and organisations in Town to request contribution to the funding

FC2223.95. AGAR 2021/22

The meeting received the external auditor report for 2021/22. It was noted that the full AGAR documentation, including the external auditor report, was displayed on the Town Council noticeboard from 30 September 2022

FC2223.96. To consider proposal from Cllr Rawlinson to withdraw the Town Council representative observer from the Park Farm Community Interest Company due to a change of situation

The Town Clerk outlined the recommendation of Cllr Rawlinson, and noted that any motion to rescind the previous resolution would require a special resolution as per the Standing Orders as it was within 6 months' of the previous resolution. Members felt that the Town Council should remain as an observer member. It was suggested that Cllr Rawlinson may wish to resign the position if he felt uncomfortable carrying it out.

FC2223.97. Town Hall cleaning arrangements

- To consider outsourcing cleaning of the Town Hall to a contractor, with a budget virement from the salary budget to create a 'cleaning contractor' budget (recommendation of the Staffing Committee)
- To consider delegating contract award to the Town Clerk (following Standing Orders and Financial Regulations procurement requirement).

It was **RESOLVED** to outsource Town Hall cleaning and the Clerk was delegated to tender and select a cleaning contractor.

FC2223.98. To resolve to tender for the Eastland Avenue Play area refurbishment, with funding to be drawn down from CIL earmarked reserves.

It was **RESOLVED** to tender for the Eastland Avenue Play area refurbishment, with up to £70k funding to be sourced from CIL earmarked reserves.

FC2223.99. To consider recommendations from the Events Working Group to progress and budget for the following projects in 2023/24:

- King's Coronation celebrations: Community picnic/coronation screening on the Mundy Playing Fields. Potentially funded using the Tower Hill Solar Farm Community Benefit funding.
- A COVID-19 memorial circular tree bench, subject to establishing a suitable location
- A temporary sandpit for the Mundy Playing Fields for the summer of 2023.

It was **RESOLVED** to progress these three items and to include capacity for them in the 2023/24 budget.

FC2223.100. Draft budget 2023/24

- To discuss any outstanding issues/queries in relation to the latest draft budget

Queries were discussed. It was noted that the final budget would need to be approved at the January 2023 meeting.

FC2223.101. Code of Conduct

- To receive a recommendation from the Staffing Committee to adopt the Local Government Association Code of Conduct, potentially subject to the South Gloucestershire Council additional to the model
- To receive a recommendation from the Staffing Committee to develop supplementary guidance to the Code of Conduct, giving further examples of acceptable/unacceptable behaviours

It was **RESOLVED** to adopt the Code of Conduct with additions, subject to South Glos Council adoption, and also to develop the supplementary guidance.

FC2223.102. To pass a resolution to exclude members of the public and press for agenda items 15 to 17 due to the COMMERCIALY CONFIDENTIAL and SENSITIVE nature of the business to be transacted.

It was **RESOLVED** to exclude members of the press and public for the following items, due to the commercially confidential and sensitive nature of the business to be transacted.

FC2223.103. To review and comment on the draft designs for the High Street layout provided by South Gloucestershire Council

It was **RESOLVED** to submit agreed comments on the design to South Glos Council, and also to issue a press release the following day concerning the process, the wording of which was agreed at the meeting.

FC2223.104. To review quotes for cemetery processes and procedures audit and award contract

It was **RESOLVED** to award the contract for a cemetery processes and procedures audit to CemCrem Support in line with their quotation, to the value of £2,400.

FC2223.105. Mundy Playing Fields licensing/leasing arrangements

- To receive an update from the Town Clerk on potential changes to licencing/leasing arrangements on the Mundy Playing Fields
- To consider whether to recommend changes to the Mundy Playing Fields Trust, and request permission to negotiate this as an extension to the current management arrangement

The update was received. It was **RESOLVED** to progress the lease and recommend the changes to the MPF Trust.

FC2223.106. Date of next meeting: 7:30pm on 10 January 2023

The date of the next meeting was noted.

2023/23 DRAFT BUDGET (TTC budget 2023.24 DRAFT V3.1)

VERSION	DATE	COST CENTRE	NOMINAL	ITEM	FORMER	NEW	DIFFERENCE	COMMENTARY
v3.1	30.11.22			Council tax base figures upd	5580	5754	174	Confirmed figures received from SGC (previously indicative)
v3.1	09.01.22	105	4185	Communications	£5,000	£6,176	£1,176	Increased based on calucations of a 4x a year, A3 bifold newsletter, printing and distribution, plus £500
v3.1	09.01.22	110	NEW CODE	Citizens Advice Service SLA	£0	£18,497	£18,497	Recently agreed funding for CAB (includes accommodation costs which may not be required)

TTC budget 2023.24 DRAFT V3.1

		ACTUAL LAST YEAR	ACTUAL YTD	ACTUAL TRANSFER TO/FROM EMR	CURRENT BUDGET	BUDGETED TRANSFER TO/FROM EMR 22/23	FOT	FOT against budget	FOT TRANSFER TO/FROM EMR	BUDGET 2023/24	TRANSFER FROM EMR 2023/24	TRANSFER TO EMR 2023/24
100 Income												
	1076 Precept	783,980	835,313		835,313		835,313	100%				
	1090 Interest Received	0	0		144		144	100%		288		
	1110 Over 60's Tea Room	4,350	5,800		5,800		5,800	100%		5,800		
	1115 Solar Panels	0	722		800		800	100%		1,000		
	1116 Solar Farm Community Benefit	0	15,148	15,148	0		15,148		15,148	2,278		2,278
	1130 Casual Hire	130	239		80		239	299%		0		
	1150 CIL Income	125,408	138,413	138,413	0		138,413		138,413	254,500		254,500
CC from 130	1300 Mundy Fees	7,557	4,630		5,425		4,630	85%		8,500		
CC from 130	1310 Poulterbrook Fees	3,848	1,154		2,500		1,154	46%		2,750		
CC from 130	1320 Chantry Fees	2,306	0		1,800		2,410	134%		2,651		
CC from 130	1330 Wayleave	74	0		40		74	185%		80		
CC from 130 (incorporates Memoriz	1400 Cemetery Fees	34,463	22,548		34,000		38,000	112%		43,000		
CC from 130	1410 Memorial Fees	4,610	474		3,600		800	22%		0		
CC from 130	1420 Memorial Plaque Service Income	3,958	4,070		3,600		6,500	181%		6,500		
CC from 130	1430 Grave Maintenance Service	4,930	2,093		2,200		2,093	95%		2,420		
CC from 130	1510 Hanging Basket Service Income	0	1,674		4,100		1,674	41%		0		
CC from 160	1600 Rent - Flat 67 High Street	7,800	4,550		7,800		7,800	100%		7,500		
CC from 160	1610 Rent - Offices 67 High Street	15,156	15,156		15,156		15,156	100%		15,156		
CC from 160	1630 Rent - V Link Town Hall	4,175	4,175		4,175		4,175	100%		4,175		
CC from 160	1640 Rent - Police	8,500	6,375		10,000		10,000	100%		10,000		
CC from 130	1750 Insurance claim	0	6,599		0		6,599			0		
CC from 110	1990 Other Income	7,612	424		0		424			0		
	4550 Memorial Tree planting									750		
	Income :- Income	1,018,857	1,069,557	153,561	936,533	0	1,097,346	117%	153,561	367,348	0	256,778
	less Transfer to EMR		915,996				943,785			110,570		
105 Staff costs												
CC from 110	4000 Staff Salary	188,440	113,765		283,000		228,366	81%		271,058		
CC from 110	4030 PAYE and NI	53,545	36,757		64,000		82,695	129%		102,824		
CC from 110	4040 Pension	57,808	25,255		68,000		64,013	94%		88,675		
CC from 110	4060 Staff other Expenses	8,549	8,658		8,500		8,658	102%		1,000		
split out from 4450	NEW CODE Workwear & PPE									3,000		
	Staff Costs:- Indirect Expenditure	308,342	184,435	0	423,500	0	383,732	91%	0	466,557	0	0
	plus Transfer from EMR		184,435				383,732			466,557		
	Transfer to EMR											0
104 Councillors												
	NEW CODE Expenses									500		
CC from 180	4030 Elections	0	8,721		6,000		8,721	145%		25,000		
CC from 180	4070 Chairman's / Mayors Allowance	5	795		1,000		1,000	100%		1,100		
	4165 IT	0	0		0		0			3,500		3,500
	Councillors:- Indirect Expenditure	5	9,516	0	7,000	0	9,721	139%	0	30,100	0	3,500
	plus Transfer from EMR		9,516				9,721			30,100		
	Transfer to EMR											3,500
105 Administration												
CC from 110	4100 Stationery	1,430	307		1,600		1,000	63%		1,000		
CC from 110	4105 Postage	867	790		1,084		1,500	138%		1,500		
Incorporates 110 and 130	4110 Telephone & Broadband	2,854	1,390		2,800		2,557	91%		3,080		
CC from 110	4115 Office Equipment and Furniture	2,116	1,221		2,000		2,000	100%		2,200		
CC from 110	4125 Photocopier	459	229		1,200		460	38%		1,200		
CC from 110	4130 Printing	490	427		500		500	100%		550		
CC from 110	4205 Refreshments	128	122		150		200	133%		400		
CC from 110	4165 IT	5,188	6,111		6,050		9,550	158%		12,500		3,266
CC from 110 (Advertising & Public N	4185 Communications	0	517		1,531		1,531	100%		6,176		
	4190 Neighbourhood Plan	400	144		12,000	12,000	144	1%				
	4215 Hearing Loop	0	0		300		300	100%				
	Administration:- Indirect Expenditure	13,932	11,258	0	29,215	12,000	19,742	68%	0	28,606	0	3,266
	plus Transfer from EMR		11,258				19,742			28,606		
	Transfer to EMR											3,266
110 Central Services												
	4065 Training	6,821	830		6,000		6,000	100%		6,600		
	4075 Bank Charges	674	387		700		700	100%		770		
	4080 Audit Fees	2,260	400		3,600		2,000	56%		3,100		
	4085 Professional Fees	29,016	10,553		10,000		15,000	150%		12,500		
incorporates 130	4090 Subscriptions & Memberships	6,818	3,169		4,500		3,169	70%		3,400		
incorporates 130 & 160	4095 Insurance	5,082	5,734		11,583		11,583	100%		11,645		
	4120 Website	498	498		770		498	65%		548		
incorporates 130	4140 Cleaning Materials	2,213	1,255		2,500		2,500	100%		4,000		
	NEW CODE Cleaning contractor	0	0		0		3,500			8,750		
incorporates 160	4160 Trade Refuse	8,178	6,341		8,700		10,300	118%		11,370		
incorporates 160	4200 Health & Safety	22,793	6,465		21,000		10,000	48%		5,000		
	4210 Youth SLA	32,083	9,250		37,000		37,000	100%		35,290		
	NEW CODE Citizens Advice Service SLA									18,497		
cc from 180	4240 Civic Function	617	470		2,500		2,500	100%		2,000		

TTC budget 2023.24 DRAFT V3.1

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cc from 130	4480 PWLB 481947 - playing fields t	1,810	905		1,810		1,810	100%		1,810		
cc from 130	4481 PWLB 503515 - splash pad	4,622	2,311		4,622		4,622	100%		4,622		
cc from 130	4482 PWLB 504320 - football pitches	5,643	2,821		5,643		5,643	100%		5,643		
cc from 130	4483 PWLB 509410 - mower,back hoe,	7,614	3,807		7,615		7,615	100%		7,615		
	Central Services:- Indirect Expenditure	136,742	55,196	0	128,543	0	124,440	97%	0	143,160	0	0
	plus Transfer from EMR		55,196				124,440			0		
	Transfer to EMR											0
120 Assets and asset maintenance												
	4405 Vehicle Maintenance/Tax	3,956	611		3,700		3,700	100%		4,000		
	4412 Mower 5 year servicing	200	0		1,200		1,200	100%		1,015		
incorporated into 4595	4455 Litter Bins & Seats	1,391	0		2,000		300	15%				
	4485 Contract Hire - New Vehicle	3,514	3,514		3,620		3,620	100%		3,620		
	4487 New Machinery	6,141	420		20,000		500	3%		500		
incorporates 4455	4595 Street Furniture	0	0		1,000		0	0%		3,500		
from 130 & 110	4451 Equipment/Machinery - New	14	0		0		0					
	Assets and asset maintenance:- Indirect Expenditure	15,216	4,545	0	31,520	0	9,320	30%	0	12,635	0	0
	plus Transfer from EMR		4,545				9,320					
	Transfer to EMR											0
130 Open Spaces												
Incorporated into 105/4100	4570 Christmas Card	0	37		84		37	44%		0		
	4150 Maintenance	4,347	20,888	13,729	10,500	10,388	24,500	178%	13,729	27,500		
	4400 Septic Tank	155	310		500		310	62%		512		
Will incorporate 4477 CCTV	4401 Car Park Security	0	3,295		5,800		5,800	112%		6,500		
	4410 Play Equipment Maintenance	3,410	1,823		7,500		3,750	50%		3,500		
	4415 Path, Hedges	500	2,726		2,000		2,726	136%				
	4420 Fuel	2,576	3,866		6,000		6,750	113%		6,750		
	4425 Splash Pad Operation	555	5,059		1,000		5,059	506%		2,000		
	4430 Courts & Pitches	7,700	3,351		6,000		6,000	100%		14,025		9,025
	4435 Portable Toilet	987	740		1,200		1,500	125%		1,650		
	4440 Skatepark Maintenance	1,000	368		5,000		1,000	20%		2,000		
	4445 Tree Works Inspection	0	7,240		8,200		12,000	146%		9,000		
	4465 Play Equipment - New	0	15,039	14,563	14,000		15,039	107%	14,563			
	4470 Play Parks maintainence	76,294	42		50,000	40,000	1,000	2%				
	4490 St Mary's Churchyard	363	768		3,000		6,340	211%		50,000	30,000	
	4495 Bedding Plants	1,036	735		1,230		1,230	100%		1,353		
	4500 Memorial Plaque Service	1,217	1,111		2,000		2,000	100%		2,000		
	4501 War memorial repairs	0	0		1,000		0	0%		25,000		
	4550 Tree Planting	0	0		1,115		1,115	100%		6,860		
	4555 Hanging Basket Service	0	1,824		4,250		1,824	43%		2,500		
	4560 Town Hall Planting	0	1,684		2,000		2,000	100%		2,200		
	4580 Grass Cutting SGC	0	6,263		13,543		13,543	100%		13,543		
	4581 Dog Waste Bin Collection SGC	0	2,827		5,654		5,654	100%		5,654		
	4585 Floral Displays SGC	0	1,228		2,456		2,456	100%		2,456		
	Open Spaces:- Indirect Expenditure	100,140	81,224	28,292	154,032	50,388	121,633	79%	28,292	185,003	30,000	9,025
	plus Transfer from EMR		52,932				93,341			155,003		
	Transfer to EMR											9,025
	4496 Cemetery Gate	2,564	0		0		0					
	Open Spaces :- Indirect Expenditure	2,564	0	0	0	0	0	0	0			
	plus Transfer from EMR		0				0					
150 Do Not Use (now open spaces)												
	1500 Tourist Information Sales	24	0		0							
	1510 Hanging Basket Service Income	6,319	0		0							
	1990 Other Income	609	0		0							
	Do Not Use (now open spaces) :- Income	6,952	0	0	0							
	4150 Maintenance	880	0		0							
	4420 Fuel	973	0		0							
	4445 Tree Works Inspection	5,000	0		0							
	4455 Litter Bins & Seats	1,145	0		0							
	4460 Signs	25	0		0							
	4540 Green Projects	3,268	0		0							
	4550 Tree Planting	1,171	0		0							
	4555 Hanging Basket Service	6,979	0		0							
	4560 Town Hall Planting	2,422	0		0							
	4580 Grass Cutting SGC	10,636	0		0							
	4581 Dog Waste Bin Collection SGC	5,260	0		0							
	4585 Floral Displays SGC	1,960	0		0							
	4595 Street Furniture	1,000	0		0							
	Do Not Use (now open spaces) :- Indirect Expenditure	40,720	0	0	0							
	Net Income over Expenditure	(33,768)	0		0							
160 Site & Property (name change from Land & Property)												
cc from 110	4145 Lift	2,155	273		1,600		273	17%		2,300		

TTC budget 2023.24 DRAFT V3.1

		ACTUAL LAST YEAR	ACTUAL YTD	ACTUAL TRANSFER TO/FROM EMR	CURRENT BUDGET	BUDGETED TRANSFER TO/FROM EMR 22/23	FOT	FOT against budget	FOT TRANSFER TO/FROM EMR	BUDGET 2023/24	TRANSFER FROM EMR 2023/24	TRANSFER TO EMR 2023/24
cc from 110	4155 Boiler	0	0		800		400	50%		0		
incorporates 130 & 110	4170 Water	3,660	787		3,350		3,350	100%		3,685		
incorporates 130 & 110	4175 Electricity	7,846	6,863		8,600		19,928	232%		22,519		
incorporates 130 & 110	4180 Gas	3,818	589		5,200		11,500	221%		20,700		
	4182 R & R 67 High St	0	0		800		0	0%				
	4183 Garage Door - Pavillion	4,916	0		0		0					
cc from 110 and 130	4245 Rates	17,458	16,837		19,000		17,405	92%		20,900		
cc from 110	4250 Clock R&R	180	0		300		300	100%		300		
cc from 110 and 130	4450 Machine Tools & Workwear	3,107	2,653		3,600		3,600	100%		2,500		
cc from 130	4460 Signs	475	835		1,800		3,000	167%		2,000		
cc from 130	4477 CCTV	0	0		1,000		0	0%		0		
	4600 Landlord Responsibilities	8,540	4,196		8,000		4,196	52%		0		
incorporates 110/4150 & 4182	4601 Property Maintenance	140,886	27,532	2,764	106,000		29,640	28%	2,764	140,000	100,000	
	4602 Chantry Rd Pav Feasibility Sur	0	0		20,000	20,000	0	0%		0		
	NEW CODE Maintenance Sundries									6,500		
	Site & Property :- Indirect Expenditure	193,041	60,565	2,764	180,050	20,000	93,592	52%	2,764	221,404	100,000	0
	plus Transfer from EMR		57,801				90,828			121,404		
	Transfer to EMR											0
170	Armstrong Hall											
	4181 Museum Bills	323	0		0							
	Armstrong Hall :- Indirect Expenditure	323	0	0	0							
	Net Expenditure	-323	0		0							
180	Grants & Contingencies											
	1100 Grants & Donations Received	1,000										
	Grants & Contingencies :- Income	1,000	5,069	0	0	0	0					
	4220 Grants & Donations Paid	27,463	41,051	20,000	31,695		51,695	163%	20,000	35,000		
	4225 Section 137 Expenditure	17,620	13,240		13,240		13,240	100%				
	4229 Grant - Community Toilet Schem	3,200	1,600		4,500		4,500	100%		4,500		
	4231 Youth Awards	228	13		500		500	100%				
	Grants:- Indirect Expenditure	48,511	55,904	20,000	49,935	0	69,935	140%	20,000	39,500	0	0
	plus Transfer from EMR		35,904				49,935			39,500		
	Transfer to EMR											0
190 Projects												
	4436 New Skate Park (2022)	0	0		50,000	50,000	0	0%		0		
	4586 Water Fountain for MPF	0	0		1,005		1,005	100%		0		
	4540 Green Projects	0	0		4,500		4,500	100%		7,500		
	NEW CODE Capital Projects									324,862	324,862	0
	NEW CODE Events & innovations									33000	28000	0
cc from 130	4476 Cemetery Meadow Project	2,700	6,750		45,000	45,000	11,750	26%		20,000	20,000	
	Projects:- Indirect Expenditure	0	0	0	55,505	50,000	5,505	10%	0	365,362	352,862	0
	plus Transfer from EMR		0				5,505			12,500		
	Transfer to EMR											0
200 Private memorial repairs												
	1400 Cemetery Fees	0	5,069		0	0	5,069					
	Private memorial repairs :- Income	0	5,069	0	0	0	5,069					
	4497 Private memorial repair costs	0	2,966		0	0	5,069					
	Private memorial repairs :- Indirect Expenditure	0	2,966	0	0	0	5,069					
	Grand Totals:- Income	1,026,807	1,074,626		936,533		1,102,415			367,348		
	Minus earmarked income (non-precept calculation):									110,570		
	Expenditure	867,017	465,609		1,059,300		842,689			1,492,326		
	Income over Expenditure	1,597,941	596,454		-167,000		259,726			-1,124,978		
Income over Expenditure minus non-preceptable earmarked income:												
	plus Transfer in from EMR	-16,547	51,056		167,000		51,056			482,862		
	Transfer to EMR;						153,561			276,069		
	Precept requirement				0					-898,894		
	Movement to/(from) Gen Reserve	9,205					157,221			0		
		2022/23	2023/24									
Council tax base		5,471	5,754									
Total precept 2023/24		835,313	898,894									
Precept per band D equivalent		£ 152.68	£ 156.22									
2023/24 precept change on 2022/23			2.3%									

TTC budget 2023.24 DRAFT V3.1

	ACTUAL LAST YEAR	ACTUAL YTD	ACTUAL TRANSFER TO/FROM EMR	CURRENT BUDGET	BUDGETED TRANSFER TO/FROM EMR 22/23	FOT	FOT against budget	FOT TRANSFER TO/FROM EMR	BUDGET 2023/24	TRANSFER FROM EMR 2023/24	TRANSFER TO EMR 2023/24
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EMR as at 24/11/22	BALANCE										
320 EMR CIL 18/19	45979.63										
321 EMR Cemetery	11412.76										
324 EMR NP	7000										
325 EMR - Changing Facilities	200										
327 EMR - New Play Equipment	0										
329 EMR - Land and Property Mainte	51235.58										
330 EMR CIL 19/20	107985.2										
331 EMR Equipment	5084.14										
332 EMR Grants	4830										
333 EMR ACC BENCH,PATHS - MPF	6300										
334 EMR CIL 20/21	125408.24										
335 EMR Streamleaze play park	0										
336 EMR Armstrong Hall Trust grant	40000										
337 EMR Skatepark repairs	0										
338 EMR CIL 21/22	138412.92										

2022 Small grant applications

Available: £10,644

Allocation assumption:

Reference	Organisation	Charity No.	Purpose	Amount	Evaluation form received?	Received after chase 29.11.22?
A	Thornbury Christmas Lights Association	Not a charity	Commercial property and combined liability insurance	£ 1,000.00	NO	
B	Thornbury Volunteer Centre		1180775 Event running costs for a volunteer award evening	£ 445.00	NO	Yes - 30.11.22
C	Thornbury In Bloom	Not a charity	Winter planting in High Street, Rock Street and The Plain	£ 1,000.00	NO	
D	Krunch South West		1114961 10 year anniversary fun day	£ 1,000.00	NO	
E	Thornbury Community Composting	Not a charity	Storage container	£ 1,000.00	NO	
F	Castle School Friends		1105569 Lighting tower for school hall	£ 1,000.00	YES	N/A
G	Jigsaw Thornbury		1172953 Photographer and printing for workshop	£ 1,000.00	YES	N/A
H	Friends of Manorbrook School		1052125 Replacement of playground equipment	£ 1,000.00	N/A	N/A
I	Thornbury & District Royal British Legion	RBL219279	Plaque for Remembrance bench	£ 316.80	N/A	N/A
J	Sight Support West of England		1178384 Run monthly hub and social group	£ 500.00	YES	N/A
K	The Willow Tree Centre		1143460 70% of cost towards insurance and memberships	£ 1,000.00	YES	N/A
L	Armstrong Arts Group	Not a charity	Insurance, venue hire, subsidy and publicity	£ 1,000.00	NO	Yes - 01.12.22
M	The Inspire Arts Trust		1111784 Family fun day	£ 1,000.00	YES	N/A
N	Thornbury Carnival C.I.C	Not a charity	Costs associated with Friday evening event	£ 1,000.00	NO	
O	2nd Thornbury Rainbows	Not a charity	Costs of taking on new girls and providing badges	£ 646.50	N/A	N/A
P	Thornbury Duke of Edinburgh Open Award Centre		1072490 Purchase of maps, pans, compasses and GPS trackers	£ 634.00	YES	N/A
Total requested:				£ 13,542.30		
				Balance		

Kath MacConnachie

From: Wendy Sydenham
Sent: 24 November 2022 14:45
To: Kath MacConnachie
Subject: FW: Moving Boards in the Council Chamber

Details of costs below.
Wendy

Wendy Sydenham
Deputy Clerk – Thornbury Town Council
Tel: 01454 412103

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From: Hannah Cornford <h.cornford@thornburytowncouncil.gov.uk>
Sent: 24 November 2022 09:11
To: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Subject: RE: Moving Boards in the Council Chamber

£540 (inc VAT). It will require bringing a scaffolding tower in again.

Hannah Cornford
Administrator
Thornbury Town Council
01454 412 103

Office hours are 9am-5pm Monday to Thursday and 9am-4pm on Fridays.

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From: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Sent: 22 November 2022 16:39
To: Hannah Cornford <h.cornford@thornburytowncouncil.gov.uk>
Subject: FW: Moving Boards in the Council Chamber

Hi Hannah – would you mind looking into this cost? Thanks.
Wendy

Wendy Sydenham
Deputy Clerk – Thornbury Town Council
Tel: 01454 412103

Department for Resources & Business Change

RECORDED DELIVERY

Ms K MacConnachie
Clerk to Thornbury Town Council
Town Hall
Old Police Station
High Street
Thornbury
BS35 2AR

Date: 7 December 2022
Your Ref:
Our Ref: L3/DFA23/STOR/PT.7167
Enquiries to: Debbie Finch
Tel: (01454) 863503
E-mail: debbie.finch@southglos.gov.uk

Dear Ms MacConnachie

**TOWN AND COUNTRY PLANNING ACT 1990 - SECTION 257
SOUTH GLOUCESTERSHIRE COUNCIL (FOOTPATH OTH 68 (PART) AT LAND WEST
OF GLOUCESTER ROAD, THORNBURY) PUBLIC PATH DIVERSION ORDER 2022**

I enclose formal notice of the making of this order, which I think you will find self-explanatory, together with a copy of the order and explanatory statement.

If no objections are received the order will be confirmed after 13 January 2023.

Accordingly, if the order is unopposed, a notice to that effect will be forwarded in due course.

I would be grateful if you would arrange for a copy of the notice/order to be placed on your Council's public notice boards.

Yours sincerely

Debbie Finch
Senior Legal Officer
Legal, Governance and Democratic Services

Enc

NOTICE OF PUBLIC PATH ORDER

TOWN AND COUNTRY PLANNING ACT 1990 - SECTION 257 **AND PARAGRAPH 1 OF SCHEDULE 14**

SOUTH GLOUCESTERSHIRE COUNCIL **(FOOTPATH OTH 68 (PART) AT LAND WEST OF GLOUCESTER ROAD, THORNBURY)** **PUBLIC PATH DIVERSION ORDER 2022**

To: Ms K MacConnachie, Clerk to

Of: Thornbury Town Council, Town Hall, Old Police Station, High Street, Thornbury
BS35 2AR

The above order was made on 7 December 2022. The effect of the order will be to divert the public footpath running from that length of public footpath **OTH 68** in the Unitary District of South Gloucestershire in the Parish of Thornbury from **Point A** (grid reference ST 6433 9147), at its junction with public footpath OTH 67, running in a generally easterly direction for a distance of 200 metres to **Point B** (grid reference ST 6453 9144) where it meets the adopted highway at Gloucester Road, shown by a bold black line marked A - B as shown on the order map –

to a new line running from **Point D** (grid reference ST 6433 9147) at its junction with public footpath OTH 67 just north of where two hedge lines meet, running in a generally easterly direction for a distance of 183 metres on a path set out through an area of green space and then alongside a new estate road to **Point X** (grid reference ST 6451 9144). Here it continues in an east south easterly direction for a further distance of 22 metres across another new estate road and then south eastwards across a grass verge to **Point C** (grid reference ST 6453 9143) where it meets the adopted highway at Gloucester Road. Having a width throughout of 2 metres and shown by a bold black dashed line marked D – X - C as shown on the order map.

A copy of the order and the order map and an explanatory statement have been placed and may be seen free of charge at Patchway One Stop Shop, Rodway Road, Patchway, BS34 5PE during normal offices hours and at Thornbury Public Library, St. Mary Street, Thornbury, South Gloucestershire during normal opening hours. Copies of the order and map may be bought at the price of £6.50. You may also view the map relating to this notice on the Council's website at www.southglos.gov.uk/consultation

Any representation about or objection to the order may be sent or delivered in writing addressed to the Head of Legal and Democratic Services at the undermentioned address quoting reference L3/DFA/STOR/PT.7167 not later than 13 January 2023. Please state the grounds on which it is made. Please note that all representations received may be considered in public by the Council and that the substance of any representation together with the name and address of the person making it could become available for public inspection.

If no such representations or objections are duly made, or if any so made are withdrawn, South Gloucestershire District Council may itself confirm the order as an unopposed order. If the order is sent to the Secretary of State for the Environment for confirmation any representations or objections which have not been withdrawn will be sent with the order.

PO Box 1953,
Bristol, BS37 0DE
Dated: 14 December 2022

John McCormack
Monitoring Officer and Head of Legal,
Governance and Democratic Services



SOUTH GLOUCESTERSHIRE COUNCIL
(FOOTPATH OTH 68 (PART) AT LAND WEST OF GLOUCESTER ROAD, THORNBURY)
PUBLIC PATH DIVERSION ORDER 2022

EXPLANATORY STATEMENT

Under Section 257 of the Town and Country Planning Act 1990 [the Act], county and district councils have the power to divert or stop up (extinguish) public rights of way to enable development to take place. A notice that such an order has been made has to be advertised on the site of the path in question and in the local press. This provides an opportunity for objections or representations to be made to the proposed change and is in addition to the consultation period at the planning permission stage.

South Gloucestershire Council [the Council] has made an order to divert part of public right of way footpath OTH 68 at land west of Gloucester Road, Thornbury in order that planning permissions PT16/4774/O and PT19/2524/RM may be carried out. This statement has been prepared to explain various aspects of the order.

THIS STATEMENT DOES NOT FORM PART OF THE ORDER

The Council may authorise the diversion of any footpath or bridleway if they are satisfied that it is necessary to do so in order to allow authorised development to be carried out. This is the only test, although the Secretary of State has discretionary powers to balance the need for development against the effect on the public rights and enjoyment of a highway. The Council is satisfied that the order complies with the legal test laid down in the Act,

- a) in accordance with planning permission granted under Part III
- b) and that an alternative route be provided as a replacement for the route authorised by the order to be diverted.

The order will come into effect only after it has been confirmed: making and advertising the order simply provides an opportunity for objections or representations to be made. Objections or representations relating to the order must be made in writing by to:-

The Head of Legal, Governance & Democratic Services, PO Box 1953, Bristol, BS37 0DE

The Council will be willing to discuss the concerns of those considering objecting or making representations relating to the order. Please contact the Public Rights of Way Team:-

Department for Place, Public Rights of Way, PO Box 1954, Bristol, BS37 0DD

Or email: rightsofway@southglos.gov.uk

The right of objection to an order is a statutory right, but it should be exercised in a reasonable manner. The costs involved in dealing with objections to orders can be awarded against objectors in cases of unreasonable behaviour. If any objections are made and not withdrawn then the council will have to refer the order to the Planning Inspectorate for determination. An Inspector will then hear the objections at a public inquiry or hearing, or in writing if the objectors agree. The Inspector can confirm an order, confirm it with modifications, or refuse to confirm it. If no objections are received the council will be able to confirm the order itself, but it has no power to modify orders.

Where a new path is being created (by a creation or diversion order) the change will come into effect only after a specified period from the date of confirmation to allow time for any necessary works to be undertaken.

PUBLIC PATH DIVERSION ORDER**TOWN AND COUNTRY PLANNING ACT 1990, SECTION 257**

SOUTH GLOUCESTERSHIRE COUNCIL
(FOOTPATH OTH 68 (PART) AT LAND WEST OF GLOUCESTER ROAD, THORNBURY)
PUBLIC PATH DIVERSION ORDER 2022

This order is made by South Gloucestershire District Council under section 257 of the Town and Country Planning Act 1990 because it is satisfied that it is necessary to divert the footpath to which this order relates in order to enable development to be carried out in accordance with planning permission granted under Part III of the Town and Country Planning Act 1990 namely: PT16/4774/O - Erection of 130 no. dwellings on 8.00 hectares of land with public open space, drainage, associated works and access. Approved with conditions; and PT19/2524/RM - Erection of 130 no. dwellings on 8.00 hectares of land with parking, open space, allotments and associated works. (Approval of Reserved Matters external appearance, landscaping, layout, scale to be read in conjunction with outline permission PT16/4774/O).

BY THIS ORDER:

1. The footpath over the land shown by a bold black line on the attached map and described in Part I of the Schedule to this order ("the Schedule") shall be diverted as provided below.
2. There shall be created to the reasonable satisfaction of South Gloucestershire District Council an alternative highway for use as a replacement for the said footpath as provided in Part 2 of the Schedule and shown by bold black dashes on the attached map.
3. The diversion of the footpath shall have effect on the date on which South Gloucestershire District Council certify that the terms of Article 2 above have been complied with.
4. The following works shall be carried out in relation to the highway described in Part 2 of the Schedule namely that the length of footpath is to be surfaced, signposted and waymarked to the satisfaction of South Gloucestershire Council.
5. Barratt David Wilson Homes South West, Wellington House, Unit 1, West Point Court, Great Park Road, Bradley Stoke, Bristol BS32 4PY is hereby required to pay for the cost of carrying out the said works.
6. Where immediately before the date on which the footpath is diverted there is apparatus under, in, on, over, along or across it belonging to statutory undertakers for the purpose of carrying on their undertaking, the undertakers shall continue to have the same rights in respect of the apparatus as they then had.

AUTHORITY FOR SEALING E&CS DELEGATED AUTHORITY OF: 7 DECEMBER 2021 INITIALS: DF
--

Given under the Common Seal of South Gloucestershire District Council on the 7th day of December 2022.

THE COMMON SEAL of
SOUTH GLOUCESTERSHIRE
DISTRICT COUNCIL was hereunto
affixed in the presence of:-

Sina Baur

**Deputy to the
Head of Legal Governance & Democratic Services**



Authority for Sealing
Comm Min/Del Power
Seal Reg No 25576

SCHEDULE

PART 1

DESCRIPTION OF SITE OF EXISTING PATH OR WAY

That length of public footpath **OTH 68** in the Unitary District of South Gloucestershire in the Parish of Thornbury from **Point A** (grid reference ST 6433 9147), at its junction with public footpath OTH 67, running in a generally easterly direction for a distance of 200 metres to **Point B** (grid reference ST 6453 9144) where it meets the adopted highway at Gloucester Road, shown by a bold black line marked A - B on the map contained in this order.

PART 2

DESCRIPTION OF SITE OF ALTERNATIVE HIGHWAY

From **Point D** (grid reference ST 6433 9147) at its junction with public footpath OTH 67 just north of where two hedge lines meet, running in a generally easterly direction for a distance of 183 metres on a path set out through an area of green space and then alongside a new estate road to **Point X** (grid reference ST 6451 9144). Here it continues in an east south easterly direction for a further distance of 22 metres across another new estate road and then south eastwards across a grass verge to **Point C** (grid reference ST 6453 9143) where it meets the adopted highway at Gloucester Road. Having a width throughout of 2 metres and shown by a bold black dashed line marked D - X - C on the map contained in this order.

October 2022

Map No: 502 PT.7167

Scale: 1:1250 at A4

