MINUTES OF FULL COUNCIL MEETING HELD ON TUESDAY 8 JANUARY 2008 FROM 7.15PM – 9.30PM AT POOLE COURT, YATE.

PRESENT

Councillor Mike Robbins – Chair

Councillors Arthur Adams, Ian Blair, Tony Davis (part-meeting), Mike Drew (part-meeting), David Evan-Jones, Sue Evan-Jones, John Ford, Joe Hughes, Martin Monk, Wully Perks, Cleo Trotter and Sue Walker.
Town Clerk, Deputy Town Clerk and RFO (part-meeting).

78 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Aziz Chowdhry, Alan Lawrance, Margaret Marshall and Sue Walker.

79 DECLARATIONS OF INTEREST

 Declarations of Interest under the Local Government Act 1972:

<table>
<thead>
<tr>
<th>Name</th>
<th>Office/Role</th>
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<tbody>
<tr>
<td>Ian Blair</td>
<td>South Gloucestershire Council, Development Control East, School Governor (Fromebank Junior School)</td>
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<tr>
<td>Tony Davis</td>
<td>School Governor (King Edmund Community School)</td>
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<tr>
<td>Mike Drew</td>
<td>South Gloucestershire Council, School Governor (Brimsham Green School and Cranleigh Court Infant School), Merlin Housing Society.</td>
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<tr>
<td>Sue Evan-Jones</td>
<td>School Governor (St Mary’s CE Primary School)</td>
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<tr>
<td>Martin Monk</td>
<td>School Governor (Cranleigh Court Infant School), Accounts for Payment (Item 2, Clerk’s Report)</td>
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<tr>
<td>Mike Robbins</td>
<td>South Gloucestershire Council, Development Control East, School Governor (The Ridge Junior School)</td>
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80 COMMUNITY ENGAGEMENT WORKER

Members were advised that Pat Taylor (Community Engagement Worker) will be retiring on 31 January 2008. It was reported that South Gloucestershire Council is hoping to recruit to the post by April 2008.

RESOLVED South Gloucestershire Council be asked to elaborate on how projects are going to be addressed in the interim between January – April 2008.

81 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

Councillor Arthur Adams explained that as part of the Town Council St George’s Celebration, a 6-aside football tournament is planned for 7-11 year olds. Councillor Adams appealed for school governors to approach schools to publicise the event.

82 MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 30 OCTOBER 2007

RESOLVED The Minutes of the Full Council meeting held on 30 October 2007 be confirmed and signed as a true record, with the following amendment:
Minute No. 71(b)  Tesco Extension – Master Plan

RESOLVED The Minutes of the Tesco Meeting held on 23 October 2007 be amended to read ‘there will be 15,000 sq ft of temporary sales space throughout the new store’ (as opposed to 150,000 sq ft).

(Councillor Tony Davis entered the meeting)

83  MINUTES OF THE ENVIRONMENT AND PLANNING COMMITTEE MEETING HELD ON 13 NOVEMBER 2007

RESOLVED The Minutes of the Environment and Planning Committee meeting held on 13 November 2007 be approved, together with all recommendations contained therein, with the following additions and amendments:

Minute No. 2  Apologies for Absence

RESOLVED The apologies of Councillor Tony Davis be recorded.

Minute No. 8/6  Yate & District Bowling Club

Members were advised that Yate & District Bowling Club wishes to increase the term of the licence for the Sunnyside Sports Pavilion and Bowling Green from the current annual arrangement to five years.

RESOLVED The Town Council supports the suggestion of a five year licence. Officers to meet with representatives of Yate & District Bowling Club to negotiate suitable terms to enable a five year licence to be put in place. Town Council costs to be covered.

Minute No. 12(c)  Friends of River Frome

Members were advised that a Friends of River Frome meeting will take place on 24 January 2008 in Winterbourne.

RESOLVED Councillors Martin Monk and Mike Robbins to attend the meeting.

84  MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 4 DECEMBER 2007

RESOLVED The Minutes of the Finance and General Purposes Committee meeting held on 4 December 2007 be approved together with all recommendations contained therein, with the following additions and amendments:

Minute No. 2b  Comments from the Clerk to the Governors at the Ridge

RESOLVED Councillor Mike Robbins be nominated to fill the current governor vacancy at the Ridge Junior School.

Minute No. 5/6  Funding from Sale of Council House Stock

RESOLVED A further letter be sent to South Gloucestershire Council seeking information on the amount of funding used to supplement capital programme schemes in Yate parish.
Minute No. 7/1 Grants Sub-Committee
(a) Meeting with Community Transport

It was NOTED that 70% of the ring and ride users are Yate parishioners and that Yate, Sodbury and District Community Transport is currently distributing a satisfaction survey to all users.

RESOLVED The Town Council to enter into a three year Service Level Agreement with Yate, Sodbury & District Community Transport in the sum of £10,875 per annum from 2007 – 2010.

Minute No. 7/2 Planning Sub-Committee
(a) Minutes of the Planning Sub-Committee

Members received and NOTED a letter from DPP in relation to the proposed development of the Tesco superstore. (Planning Application PK07/3391/F)

85 TOWN COUNCIL BUDGET 2008/2009

Members received and NOTED a letter concerning the council taxbase and precept arrangements for 2008/2009.

Members fully considered the draft 2008/2009 budget.

RESOLVED The approved budget for 2008/2009 be as detailed in appendix 1. The Town Council to precept for £716,990.

86 ACCOUNTS FOR PAYMENT

RESOLVED Accounts as detailed in appendix 2 be paid.

87 SUB-COMMITTEE REPORTS

87/1 Planning

(a) Planning Sub-Committee

The Minutes of the Planning Sub-Committee Meeting held on 17 December 2007 were received and NOTED. (Appendix 3)

The Minutes of the Planning Sub-Committee Meeting held on 7 January 2008 were received and considered.

RESOLVED The Minutes of the Planning Sub-Committee meeting held on 7 January 2008 be approved and comments forwarded to South Gloucestershire Council. (Appendix 4)

(b) Regional Spatial Strategy

Correspondence was NOTED in relation to the Regional Spatial Strategy for the South West: Review of Additional Pitch Requirements for Gypsies and Travellers in the South West Examination in Public.
(c) PK07/3247/RM The Lawns Inn, Erection of 14 Flats

It was reported that South Gloucestershire Council has advised that the above application has been withdrawn and that a revised application has been submitted. (PK07/3713)

The Staffing Sub-Committee item was deferred until the arrival of Councillor Mike Drew (Chair of Staffing Sub-Committee). For Staffing Sub-Committee, please see Minute No. 91.

88 TOWN COUNCIL PROJECT STEERING GROUP REPORTS (TASK LIMITED)

88/1 Kingsgate Play Area Project Steering Group

It was NOTED that the contract for the upgrade of the Kingsgate Park Play Area has been signed and that the timetable of works will be as follows:

- Commence onsite on 21 January 2008;
- Complete stage 1 of the upgrade by 15 February 2008, with workshops being held during half-term week;
- Commence stage 2 of the upgrade on 25 February;
- Upgrade completed by 14 March 2008.

88/2 Kingsgate Sensory Garden Project Steering Group

An update report from the Landscape Architect was received and NOTED. (Appendix 5)

It was NOTED that the at-home event will take place from 5pm-7pm on Thursday 24 January 2008, with the display being placed in Poole Court foyer from Monday 21 - Friday 25 January 2008.

88/3 Yate Parish Hall Project Steering Group

It was reported that further to the resolution made at Full Council on 30 October 2007 (Minute No. 72/3), a meeting with users of the Parish Hall and of Yate Community Association is currently being arranged.

88/4 Yate West Kickabout Project Steering Group

Members were advised that the Town Council is currently awaiting further information from the Landscape Architect regarding project progress.

88/5 Youth Café Project Steering Group

It was NOTED that South Gloucestershire Council’s Youth Service Area Manager is updating the Youth Café business plan, with a view to circulating it to partners requesting they sign up to support the project.

89 TOWN CENTRE STRATEGY GROUP MEETING

The Minutes of the Yate Town Centre Strategy Group Meeting held on 20 November 2007 were received and NOTED. (Appendix 6)
Members were advised that the Town Centre Strategy Group has resolved to investigate the likelihood of development on the site of the old orchard behind Ridgewood. (Minute No. 6)

**RESOLVED** The Town Council to obtain a copy of the ecological survey for the orchard site.

### 90 SOUTH GLOUCESTERSHIRE COUNCIL CONSULTATIONS

#### 90/1 South Gloucestershire Core Strategy Consultation

The South Gloucestershire Core Strategy consultation was received.

**RESOLVED** Further to Minute No. 74/5 of the Full Council Meeting held on 30 October 2007, delegated powers be granted to the Environment and Planning Committee to compile comments to be submitted in advance of the consultation deadline. (31 January 2008)

#### 90/2 Housing Strategy Consultation

The South Gloucestershire Council Housing Strategy consultation was received.

**RESOLVED** Delegated powers be granted to the clerk to compile comments received from members’ and to submit comments in advance of the consultation deadline. (29 February 2008)

#### 90/3 Draft Economic Development Strategy Consultation

The South Gloucestershire Draft Economic Development Strategy consultation was received.

**RESOLVED** Delegated powers be granted to the clerk to compile comments received from members’ and to submit comments in advance of the consultation deadline. (7 March 2008)

#### 90/4 Waste Strategy Consultation

The South Gloucestershire Waste Strategy consultation was received.

**RESOLVED** Delegated powers be granted to the clerk to compile comments received from members’ and to submit comments in advance of the consultation deadline. (31 March 2008)

#### 90/5 A432 Station Road, Yate - Waiting Restriction Review

The South Gloucestershire Council consultation on the A432 Station Road Waiting Restriction Review was received.

**RESOLVED** A meeting of interested members be arranged to consider the consultation. Delegated powers be granted to the clerk to submit comments compiled by the working group by 1 February 2008.
90/6  Station Road Weight Restriction Consultation

It was reported that South Gloucestershire Council has consulted Westerleigh Parish Council on the Station Road Weight Restriction consultation, but has not approached Yate Town Council or ward members.

RESOLVED  To submit the following comments:

- A weight restriction should be imposed along Station Road because law-abiding motorists will use the alternative signposted route around the town;
- The original proposal for a weight restriction on Station Road was submitted by the Area Forum, therefore South Gloucestershire Council should be supporting the views of local people and of local members.

(Councillor Mike Drew entered the meeting)

90/7  South Gloucestershire Parish Charter

Members were advised that South Gloucestershire Council is consulting parish and town councils on options for future town and parish council networking opportunities.

RESOLVED  To respond stating that Yate Town Council is happy with the current status quo, but believes that the Parish Charter Working Group should be comprised of the Leader of the Council, Chief Executive, principal officers and a representative sample of parish and town councils.

90/8  Federated Academy Pathfinder Development – The Ridings High School and King Edmund Community School

Correspondence from South Gloucestershire Council was received. (Appendix 7)

RESOLVED  Further information on the proposal be sought and an officer briefing be requested for members of the Town Council and other interested members of the community (such as school governors and parents) to answer questions such as:

- How will the partnership work?
- What will the affects be on admissions/on the school catchment area?;
- How will the 6th form link be affected?;
- What will happen to the hearing impaired unit?

It was also RESOLVED that contact be made with both King Edmund Community School and The Ridings High School stating that South Gloucestershire Council has advised the Town Council of the proposal and that the Town Council would very much appreciate being kept informed of developments and also, to understand the views of other local schools in the area.

91  STAFFING SUB-COMMITTEE

RESOLVED  That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw.
The Minutes of the Staffing Sub-Committee meeting held on 19 December 2007 were received and NOTED. (Confidential Appendix 8) Members were advised of details of the Town Clerk interview process held on 7 January 2008.

(The Deputy Town Clerk left the room)

RESOLVED The meeting return to open session.

(The Deputy Town Clerk re-entered the room)

RESOLVED The Town Clerk position be offered to the current Deputy Town Clerk. Thanks were extended to the members of the staffing interview panel, to Alan Boyle (appointment consultant) and to Susan Tubey (Town Clerk) for their commitment and professionalism during the appointment process.

It was also RESOLVED that:

- The Staffing Sub-Committee be delegated authority to arrange transitional hand-over arrangements between the retiring clerk and the clerk designate;
- The Staffing Sub-Committee to consider consequential staffing implications and to bring forward proposals for decision by the Finance and General Purposes Committee on 19 February 2008.

92 EXTRA CARE HOUSING, HOUSING CORPORATION FUNDING FOR CAMBRIAN DRIVE DEVELOPMENT

It was NOTED that South Gloucestershire Council has received a village green application for the open space area at Cambrian Drive, which has inevitably delayed the proposed Extra Care Housing Scheme, and that consequently, the Housing Corporation have withdrawn their funding.

93 GOOSE GREEN, YATE

RESOLVED That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw.

A confidential report in relation to Goose Green, Yate, was received. (Confidential Appendix 9)

RESOLVED The meeting return to open session.

RESOLVED:-

(a) The Town Council decline the offer received from David James on behalf of their client in relation to proposed easement to development land adjacent to 10 Goose Green.

(b) The Town Council to contact the District Valuer and seek advice on the access issue relating to development land adjacent to 10 Goose Green.
(c) The owner of 10 Goose Green be reminded that there is only one access route to 10 Goose Green and it is illegal for him to park on this accessway or on the Common land.

(d) The owner of 12 Goose Green be advised that it is an offence to park on Common land.

94 BRINSHAM FIELDS

Members were advised that further to the Environment and Planning Committee Meeting of 25 September 2007 (Minute No. 9/3), a letter was sent to South Gloucestershire Council advising that the Town Council wishes for Brinsham Fields to be brought up to an acceptable standard, or sufficient funding provided in order for the Town Council to bring it up to an acceptable standard, before lease negotiations commence. The response from South Gloucestershire Council was received and NOTED. (Appendix 10)

95 LOTTERY PLAY FUNDING

Correspondence received from South Gloucestershire Council in relation to lottery play funding was received and NOTED. (Appendix 11)

96 YATE URBIE

(a) Urbie Locations

Members were advised that the Detached Youth Work team has asked for permission to take the Urbie to Millside Playzone and Kingsgate Park.

RESOLVED Permission be granted for the Urbie to visit Millside Playzone and Kingsgate Park on a three month trial basis, providing the Youth Team advises neighbouring residents. The Detached Youth Work team be given a key to Millside Playzone and be asked to lock the gate after the Urbie has entered the park and also, on exiting the park. The Urbie to park by the basketball court in Kingsgate Park. The Detached Youth Work team be asked to report back to the Town Council with findings.

(b) Use of Urbie Outside Yate

It was reported that young people from Yate will be using the Urbie in relation to Youth Council elections. Members’ were advised that the Yate youngsters would like to take the Urbie to Hawkesbury on 15 January 2008 to canvas support for the scheme.

RESOLVED The young people be permitted to take the Urbie to Hawkesbury on 15 January 2008.

(c) Drug and Alcohol Roadshow

Members were advised that the Detached Youth team will be holding a drug and alcohol roadshow from the Urbie in Yate and that the Community Development team
wish to buy-in the facility for use in Frampton Cotterell. It was reported that the Urbie would be staffed by the Yate team but that the staff cost in Frampton Cotterell would be met by South Gloucestershire Council.

**RESOLVED** South Gloucestershire Council be permitted to hold a drug and alcohol workshop in Frampton Cotterell providing that Town Council officers negotiate adequate financial cover for the use of the Urbie.

It was also **RESOLVED** that contact be made with South Gloucestershire Council to enquire about the proposed launch of the Urbie.

### 97 SOUTH GLOUCESTERSHIRE COUNCIL COMMUNITY AWARDS

**RESOLVED** The Town Clerk be nominated for a South Gloucestershire Council Community Award.

### 98 YOSC ACCESSWAY

Following instructions received from Members, South Gloucestershire Council has now indicated that they would like an easement to access the new facilities at Brimsham Green School.

**RESOLVED** South Gloucestershire Council be advised that the Town Council will permit an easement in relation to the new building which was erected during 2006, but that this is not subject to negotiation. The Town Council solicitor be asked to investigate the issue of maintenance liabilities.

### 99 HM GOVERNMENT CONSULTATION – CREATING STRONG, SAFE AND PROPOSEROUS COMMUNITIES. STATUTORY GUIDANCE: DRAFT FOR CONSULTATION

The above consultation document was received.

**RESOLVED** To submit the comment that the Town Council fails to see how the consultation document promotes clarity or accountability.

### 100 TOWN COUNCIL COMMITTEES

**RESOLVED** Councillor Joe Hughes to serve on the Joint Cycleway Group, as well as on the Planning Sub-Committee. (A and B groups)

Signed........................................

Dated........................................