

Kingswood Town Council

Council Meeting 13 September 2023

Councillors are hereby summoned to attend the following meeting.

Please inform the Clerk if you are unable to attend.

NOTICE OF COUNCIL MEETING

MEETING:	Meeting of Kingswood Town Council
DATE & TIME:	Wednesday 13th September 2023 at 7.00pm
PLACE:	Kingswood Civic Centre, High Street, Kingswood, Bristol, BS15 9TR

This is a meeting in public, not a public meeting. If you would like to attend and have any special requirements eg access or a copy of the agenda in another format, eg large print, please contact us.

Agenda and papers are available at - [Town and parish councils | BETA - South Gloucestershire Council \(southglos.gov.uk\)](#)

Donna Ford PSLCC, FdA, CertHE, CiLCA

Interim Town Clerk

7.00pm (Prior to the start of the meeting)

Questions and comments from members of the public This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Kingswood. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.

N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public. If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

Kingswood Town Council

Agenda

1.	<p><u>Apologies for absence and to consider the reasons given</u></p> <p>Council to receive apologies for absence and, and if appropriate, to resolve to approve the reasons given.</p>
2.	<p><u>Declarations of interest</u></p> <p>Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.</p> <ul style="list-style-type: none">• To receive written requests for dispensation for disclosable pecuniary interests.• To grant any request for dispensation as appropriate.
3.	<p><u>Minutes</u></p> <p>Members to resolve and sign as a correct record the minutes of Kingswood Town Council Meeting held on 12th July 2023.</p>
4.	<p><u>Town Council Logo</u></p> <p>Members to receive an update from Cllr S Rhodes regarding the consultation over a logo design.</p>
5.	<p><u>Accessibility and Privacy Policy</u></p> <p>Members to consider an Accessibility and Privacy Policy for the Town Council Website.</p>
6.	<p><u>Members Reports</u></p> <p>Member to receive verbal reports from any members representing Kingswood Town Council</p>
7.	<p><u>Updates from the Clerk</u></p> <ul style="list-style-type: none">• Town Clerk recruitment• Postal address for Kingswood Town Council• ICT resource and email address• Banking arrangements and signatories• Website• Councillor training• Finance software

Date of next meeting – Wednesday 18th October 2023