

Kingswood Town Council

Council Meeting 8th November 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 8th November 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 \(southglos.gov.uk\)](https://www.southglos.gov.uk/town-and-parish-councils)

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 11th October 2023.</p>
4.	<p><u>Appointment of the Town Clerk and Proper Officer</u></p> <p>Members to confirm the appointment of an interim Town Clerk & Proper officer.</p>
5.	<p><u>Committee Structure</u></p> <p>Members to consider a future committee structure and appointments of members.</p>
6.	<p><u>Members Reports</u></p> <p>Members to receive verbal reports from any members representing Kingswood Town Council</p>
7.	<p><u>Delegated Powers</u></p> <p>Members to consider a spending limit for the clerk to purchase central services items.</p>
8.	<p><u>Planning Applications</u></p> <p>Members to consider planning applications received for the Parish of Kingswood.</p> <p>REFERENCE NO: P23/03042/PNMD LOCATION: 25 High Street Kingswood Bristol South Gloucestershire BS154AA DESCRIPTION: Prior notification for the change of use of part of ground floor from commercial, business and service (Class E) to 1 no.dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 as amended.</p>

	<p>Application No: P23/02476/RVC Site: 130 Courtney Road Kingswood Bristol South Gloucestershire BS15 9RW Description: Variation of condition 2 attached to permission P20/18188/F to alter the approved plans. Installation of 2no. front and 1no. rear dormers to facilitate loft conversion on existing dwelling. Erection of 3no. detached dwellings, creation of access and associated works.</p> <p>REFERENCE NO: P23/02898/F LOCATION: 75 Regent Street Kingswood Bristol South Gloucestershire BS15 8LQ DESCRIPTION: Conversion of part of existing commercial property to form no. 5 flats to include a first and second storey extension.</p> <p>REFERENCE NO: P23/02941/ADV LOCATION: 3-4 Kings Chase Shopping Centre Regent Street Kingswood Bristol South Gloucestershire DESCRIPTION: Consent to display 1no internally illuminated static fascia sign and 1no non illuminated projecting sign.</p> <p>REFERENCE NO: P23/02946/F LOCATION: 3-4 Kings Chase Shopping Centre Regent Street Kingswood Bristol South Gloucestershire DESCRIPTION: Installation of new shop front and roller shutter door, air conditioning condenser units, extract vents and infill rear security doors. Provision of outdoor seating area.</p>
9.	<p><u>Memberships</u></p> <p>Members to consider taking out a membership for:</p> <ul style="list-style-type: none"> • ALCA • SLCC
10.	<p><u>Community Engagement</u></p> <p>Members to consider future community engagement.</p>
11.	<p><u>Wreath Purchase</u></p> <p>Members to consider the purchase of a wreath for remembrance using S137 funds.</p>
12.	<p><u>Greening the High Streets funding</u></p> <p>Members to consider applying for Greening the High Streets fund.</p>
13.	<p><u>Updates from the Clerk</u></p> <p>Bank Account Declarations of Interest External Auditor – PKF Littlejohn Common Connections Engagement Officer – Invitation to meet</p>

Date of next meeting – Wednesday 13th December 2023