



Meeting of Kingswood Town Council on 9th January 2024 at 7.00pm in the Main Hall of the Park Centre, High Street, Kingswood BS15 4AR

SUMMONS

To Councillors:

Rafick Ackbar, Diane Bentham, Richard Bentham, James Corrigan
Liam Davis, Sandie Davis, Alison Evans, Stephen Forsythe (Chair)
Leigh Ingham, Maria Ingram-Cotton, Alexander Massey
Matthew Palmer, Kenneth Rabone, Sean Rhodes

You are hereby summoned to attend the meeting of Kingswood Town Council to be held on Tuesday 9th January 2024 7pm at the Park Centre, High Street, Kingswood for the transaction of the items contained within the attached agenda.

Yours faithfully,

Charlotte Littlewood

Charlotte Littlewood, BA (Hons), CILCA, Interim Town Clerk

4th January 2024

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.

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.

AGENDA

To receive a presentation from Common Connections Team (SGC):

Creating and improving wildlife corridors and grassland habitats in East Bristol fringe

1. Apologies

To receive apologies for absence and to consider the reasons given.

2. Declarations of Interest

- To receive declarations of interest from councillors in agenda items, in accordance with the Code of Conduct.
- To receive written requests for dispensation for disclosable pecuniary interests.
- To grant any request for dispensation as appropriate.

3. To nominate a Vice Chair to replace Councillor Robinson, following her resignation as a Councillor

4. Minutes of the previous meeting

To resolve to accept the minutes of the last meeting on 12th December 2023 as a true record of proceedings.

5. Planning Applications

Members to consider planning applications received for the Parish of Kingswood.

a. REFERENCE NO: P23/03368/O

LOCATION: Land At Former Lucas Works Moravian Road Kingswood Bristol South Gloucestershire

DESCRIPTION: Outline permission for demolition of existing buildings and redevelopment of the site for a mixed use scheme comprising up to 140 dwellings, 1650sqm of commercial space (Use Class E), creation of new access into the site and associated works with access to be determined all other matters reserved.

- i. And to consider if the council wishes to align any S106 contributions with outdoor sports facilities in relation to the above application.

b. REFERENCE NO: P23/01954/F

LOCATION: 2A Woodchester Kingswood South Gloucestershire BS15 4XB

DESCRIPTION: Change of Use from dwelling (Class C3) to family assessment unit (Class C2) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

c. REFERENCE NO: P23/03416/HH

LOCATION: 2 Crispin Way Kingswood South Gloucestershire BS15 4SL

DESCRIPTION: Erection of two storey side extension to provide additional living accommodation (amendment to previously approved scheme P20/22966/F)

d. REFERENCE NO: P23/03409/HH

LOCATION: 18 Purton Close Kingswood South Gloucestershire BS15 9ZE

DESCRIPTION: Erection of first floor side extension and partial two storey front extension. Erection of two storey rear extension to for additional living accommodation (amendment to previously approved shceme P23/01141/HH).

e. REFERENCE NO: P23/03455/HH (*Note that this is in a neighbouring parish, but have been invited to comment*)

LOCATION: 116 Mount Hill Road Hanham South Gloucestershire BS15 8QR

DESCRIPTION: Erection of two storey and single storey side extensions to form additional living accommodation.

f. REFERENCE NO: P23/03509/F

LOCATION: 68 Court Road Kingswood South Gloucestershire BS15 9QG

DESCRIPTION: Erection of annexe ancillary to the main dwellinghouse (68 Court Road) (Retrospective).

g. REFERENCE NO: P23/03393/F

LOCATION: Barrington Close And Fairfield Close Kingswood Bristol South Gloucestershire BS15 4QD

DESCRIPTION: Demolition of 72no. existing dwellings, associated outbuildings and 48no. existing garages, stopping up of areas of adopted public highway, the construction of 85no. dwellings plus access, parking, hard and soft landscaping works, and associated enabling works and site clearance

h. REFERENCE NO: P23/03518/CLP

LOCATION: 2 Deerswood Kingswood South Gloucestershire BS15 4QA

DESCRIPTION: Installation of rear dormer.

i. Reference Number: P23/03481/ADV

Location: Britannia 42 Regent Street Kingswood South Gloucestershire BS15 8JS

Proposal: Display of 3 no. non illuminated fascia signs

j. Reference Number: P23/03393/F

Location: Barrington Close And Fairford Close Kingswood Bristol South Gloucestershire
BS15 4QD

Proposal: Demolition of 72no. existing dwellings, associated outbuildings and 48no. existing garages, stopping up of areas of adopted public highway, the construction of 85no. dwellings plus access, parking, hard and soft landscaping works, and associated enabling works and site clearance

6. Budget and precept for 2024/25

- a. To agree that the precept for 2024/25 will be £826,480 as considered at the meeting on 12th December 2023 and to delegate authority to the Clerk to notify South Gloucestershire Council
- b. To consider the most appropriate communication methods with local residents and the press to inform them of the increase to council tax that will enable the delivery of a range of projects for Kingwood

7. Consultations

South Gloucestershire Council

- a. To consider a response to the following:
Local Plan Phase 3 (closes on 7 February 2024)
<https://beta.southglos.gov.uk/new-local-plan/>
- b. To consider a response to the following:
Regent Street Regeneration (closes on 10 January 2024)
<https://kingswoodtowncentreimprovements.commonplace.is/>
- c. <https://beta.southglos.gov.uk/energy-from-grass-cuttings/>
To consider if Kingswood Town Council agrees in principle to support the Green Print Project, and if so to create a working party of three councillors to help identify areas that are suitable, or unsuitable, from the list provided by SGC. This project is in relation to the management of public grass verges and open spaces, by reducing the frequency of grass cutting, removal of grass cuttings to be added to the food waste process, to reduce the overall carbon emissions and work towards being carbon negative.

National Government

- d. To consider a response to the following:
Street Vote Development Orders
<https://www.gov.uk/government/consultations/street-vote-development-orders-consultation/street-vote-development-orders>
(closes on 2 February)

e. Finance

To receive and approve payments made since the last meeting (see below)

- a. £20 to Vicky Robinson for RBL remembrance wreath
- b. £69 to The Park Centre for meeting room hire for December 2023
- c. £131.28 to Cloudy IT for monthly IT/phone
- d. £78.00 Clerk to attend virtual Community Engagement Summit (SLCC)

9. Members Reports

Members to receive verbal updates from any councillors representing Kingswood

10. Policy Adoption and Clerk's report

To receive a report from the clerk on the need to adopt the following policies and an update on work completed and work that is underway (report attached).

- a. Cooption Policy and application form
- b. Dispensation Policy and form
- c. Complaints Procedure
- d. Dignity at Work/Bullying and Harassment Policy
- e. Equality and Diversity Policy
- f. Procurement Policy
- g. Model Publication Scheme and Freedom of Information Procedure
- h. Terms of Reference for Planning Committee
- i. Sickness Absence Policy
- j. Disciplinary and Grievance policy

11. Committee Membership

For councillors to be nominated onto committee:

- a. Staffing Committee needing an additional one member to join Cllrs Sean Rodes, Maria Ingram-Cotton and Leigh Ingham
- b. Finance and Administration Committee needing an additional three members to join Councillors Alison Evans, Maria Ingram-Cotton, Richard Bentham and James Corrigan.
- c. To decide if the number of planning applications being received warrants the creation of a Planning Committee at this time, and if so to nominate members, and agree date of first meeting

12. Date of the next meeting and consideration of items for the agenda

- a. The next council meeting will be held on Tuesday 13th February 2024
- b. The inaugural Staffing Committee to be held on Tuesday 23 January 2024