

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

Chairman: Stephen Forsythe
Councillors: Richard Bentham
Ken Rabone
Maria Ingram – Cotton
Diane Bentham
Vicky Robinson
Sean Rhodes
Alex Massey
Alison Evans
Matthew Palmer
Rafick Ackbar
Sandie Davis

Also Present: Interim Clerk

In Attendance: Jon Severs – Head of Regeneration at South Glos Council and
1 member of the public.

01.09.23	<p><u>Apologies for absence and to consider the reasons given</u></p> <ul style="list-style-type: none">• James Corrigan• Leigh Ingham• Liam Davis <p>Resolved: To note the apologies</p>
02.09.23	<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.• Matthew Palmer declared an interest in the recruitment process.• No dispensations received.
03.09.23	<p><u>Minutes</u></p> <p>Members resolved to approve the minutes of the Kingswood Town Council Meeting held on 12th July 2023 as a true and accurate record.</p>

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04.09.23	<p><u>Town Council Logo</u></p> <p>Members received an update from Cllr S Rhodes regarding the consultation over a logo design.</p> <p>Members confirmed the winning logo design and approved the concept. The winning designer will be invited to the next council meeting. All designs are currently on display at Kingswood Health Centre and a collage will be made of all the designs.</p>
05.09.23	<p><u>Accessibility and Privacy Policy</u></p> <p>Members to consider an Accessibility and Privacy Policy for the Town Council Website.</p> <p>Resolved: To defer the item for consideration at the October meeting.</p>
06.09.23	<p><u>Members Reports</u></p> <p>Member received verbal reports from any members representing Kingswood Town Council.</p> <p>VR – Confirmed that the Remembrance Parade will take place this year, subject to the permission being granted for the road closure. Members agreed to support the road closure and volunteered with any assistance required to facilitate.</p> <p>VR – Members discussed the possibility of running a Kingswood Christmas market. A working group would be set up to consider the requirements and report back to the October meeting.</p> <p>The reports were noted.</p>
07.09.23	<p><u>Updates from the Clerk</u></p> <ul style="list-style-type: none"> • Town Clerk recruitment – Members were advised that the interviews are to take place on Tuesday 19th September. It was agreed that the interview panel would be given authority to appoint if an appropriate candidate is selected which will be formally ratified at the next council meeting. • Postal address for Kingswood Town Council – Awaiting for the bank account to be set to progress the purchase of a PO Box address. • ICT resource and email address – All It has now been sourced with a domain name and email addresses set up for the Clerk and members. • Banking arrangements and signatories – Initial stage application completed, signatories to provide ID and proof of address. • Website - Awaiting a launch date and further content. • Councillor training – Awaiting dates from ALCA

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| | <ul style="list-style-type: none">• Finance software – Currently being set up, budget and costs codes have been agreed, training will be provided to the new clerk.• Insurance – Quote received from Zurich and approved at a cost of £192.39• October meeting date – Members confirmed the next meeting date would be the 11th October. |
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Meeting Closed: 20.59

Signed as a True Record.....*Stephen Fozz*.....

Date.....*8/11/23*.....