

MEETING: Kingswood Town Council, Full Council Meeting
DATE & TIME: Wednesday 8th November 2023 at 7.00pm
PLACE: Kingswood Civic Centre, High Street, Kingswood, Bristol, BS15 9TR

Councillors Present: Stephen Forsythe (Chair)
Richard Bentham
Maria Ingram – Cotton
Diane Bentham
Sean Rhodes
Alex Massey
Alison Evans
Sandie Davis
Jim Corrigan
Raf Ackbar

Also Present: Gregg Evans – South Glos Council Officer – Finance presentation
Donna Ford, Interim Clerk (to item 4)
Charlotte Littlewood, Interim Clerk (from item 5)

In Attendance: 1 member of the public.

In advance of the meeting, Councillors received a presentation on how Kingswood Town Council is currently funded, what it needs to consider in order to create its first budget for 2024/2025, including the opportunity to utilise CIL funds.

01.11.23	<p><u>Apologies for absence were received from the Councillors below:</u></p> <ul style="list-style-type: none">• Leigh Ingham• Vicky Robinson• Matthew Palmer• Liam Davis• Ken Rabone <p>Resolved: To note the apologies.</p>
02.11.23	<p><u>Declarations of interest</u></p> <p>No declarations were received.</p>
03.11.23	<p><u>Minutes</u></p> <p>Members resolved to approve the minutes of the Kingswood Town Council Meeting held on 11th October 2023 as a true and accurate record.</p> <p>Resolved: To sign the minutes as a true record of the meeting.</p>
04.11.23	<p><u>Appointment of the Town Clerk and Proper Officer</u></p> <p>Resolved: to appoint Charlotte Littlewood as interim Town Clerk and Proper Officer for Kingswood Town Council, with immediate effect.</p>

MEETING: Kingswood Town Council, Full Council Meeting
DATE & TIME: Wednesday 8th November 2023 at 7.00pm
PLACE: Kingswood Civic Centre, High Street, Kingswood, Bristol, BS15 9TR

05.11.23	<p>Greening the High Streets funding</p> <p>A Springswood Strategy had been created. It would be necessary to undertake an audit of current infrastructure and create a list of desired planters, then to go out to tender for the purchase and maintenance of the floral displays. It was hoped that volunteers could be relied upon to reduce some of the watering and maintenance costs. It is likely that the project will cost in the region of £20,000. As the outcomes of the intended regeneration plans were not known, it was suggested that a contract be agreed on a one-year basis.</p> <p style="text-align: right;">£12,000 SF 28/11/23</p> <p>An application had been made to WECA for £4,000 in the joint names of Kingswood Town Council and Friends of Kingswood Park. Kingwood Town Council endorsed this application.</p> <p>Resolved: To support the above application, and to delegate authority to the Town Clerk to do research and prepare a tender document for consideration at a future meeting.</p>
06.11.23	<p><u>Committee Structure</u></p> <p>The Town Clerk offered to create a proposal and Terms of Reference for a new Finance/Policy/General Purposes Committee, including frequency and dates and composition, and circulate in advance of the next meeting. The necessity of a Planning Committee was dismissed due to the applications being adequately discussed in full council meetings, but this could be reconsidered in May 2024. For the Clerk to advice on the establishment of a staffing committee. It was noted that most council meeting dates clash with the meetings of South Gloucestershire Council, and so the clerk to suggest alternative dates.</p> <p>Resolved: For the Town Clerk to prepare a report on the Terms of Reference, composition and frequency of meetings for a new Policy and Resources Committee, and a Staffing Committee, and to propose future meeting dates.</p>
07.11.23	<p><u>Members Reports</u></p> <p>Member received verbal reports from Councillor Evans regarding the homeless refugees, and the plans being made to house them.</p> <p>The report was noted.</p>
08.11.23	<p><u>Delegated Powers</u></p> <p>Members considered a spending limit for the Town Clerk to purchase central services items.</p> <p>Resolved: To delegate authority to the town clerk for the purchase of single items up to the value of £500, for stationery, equipment, memberships, training and other items considered essential in setting up the town council.</p>

MEETING: Kingswood Town Council, Full Council Meeting
DATE & TIME: Wednesday 8th November 2023 at 7.00pm
PLACE: Kingswood Civic Centre, High Street, Kingswood, Bristol, BS15 9TR

09.11.23 **Planning Applications**

Members considered planning applications received for the Parish of Kingswood.

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.

Resolved to support the application.

REFERENCE 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.

Resolved to object to the application, due to the limited space for car parking and turning on the premises, as highlighted by the Highways Officer. Also to object due to its proximity to the school and the need for cars to reverse off the premises.

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.

Resolved to object to the application due to overdevelopment of the site, the unsuitable nature of the building for residential, and the lack of parking contravening SGC policy on car parking.

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.

Resolved to support the application.

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.

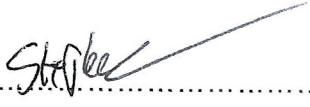
MEETING: Kingswood Town Council, Full Council Meeting
DATE & TIME: Wednesday 8th November 2023 at 7.00pm
PLACE: Kingswood Civic Centre, High Street, Kingswood, Bristol, BS15 9TR

including the Christmas lights 2024, future elections, the feasibility of the Tabernacle building, grounds maintenance costs, and office requirements. For councillors to consider projects that they would like to discuss at this meeting. It was suggested that a meeting be called for Tuesday 28th November and that Full Council be moved to Tuesday 12th December (from Wednesday 13th December) to discuss the draft budget proposal.

Resolved: that an extraordinary meeting be called for the purpose of budget setting.

A vote of thanks was expressed to Donna Ford, the outgoing Clerk for all that she had done in setting up Kingwood Town Council.

Meeting Closed: 2115 hrs

Signed as a True Record.....

Date..... 28/11/23