



Meeting of Kingswood Town Council on Tuesday 12<sup>th</sup> November 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  
Alison Evans, Stephen Forsythe (Chair), Maria Ingram-Cotton,  
Alex Massey, Kenneth Rabone (Vice Chair), Sean Rhodes, James Hackett,  
Comfort Iyiewuare and Joanne Doyle.

You are hereby summoned to attend the meeting of Kingswood Town Council to be held on Tuesday 12<sup>th</sup> November 2024 at 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, Town Clerk

7<sup>th</sup> November 2024

7.00pm (Prior to the start of the meeting)

## **Questions and comments from members of the public – Fifteen Minutes**

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 12<sup>TH</sup> NOVEMBER 2024**

**To receive a presentation from the Kingswood Park Regeneration Team SGC**

**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. Minutes of the previous meeting**

To accept the minutes of the Town Council meeting on 8<sup>th</sup> October 2024 as a true record of proceedings – minutes attached

**4. Police Update and to raise any comments – report attached**

**5. To note the resignation of Cllr Morrell (Kings Chase South) and the vacancy in Lower Soundwell and the process to notify SGC of the vacancies**

**6. To nominate another councillor to the Planning and Highways Committee following the resignation of Cllr Morrell**

**7. To nominate a councillor to the Staffing Committee**

**8. To receive the draft Planning and Highways Committee minutes from 29<sup>th</sup> October 2024 - draft minutes attached**

**9. To receive the draft Staffing Committee minutes from 29<sup>th</sup> October 2024 – draft minutes attached (confidential, for councillors only)**

**10. To receive the draft Finance and Administration Committee minutes from 5<sup>th</sup> November 2024 – draft minutes attached**

**11. Planning Applications**

To consider planning applications received for the Parish of Kingswood.

**a. Reference: P24/02455/HH**

51 Lees Hill Kingswood South Gloucestershire BS15 4TW

Demolition of existing extensions and erection of a two storey side and a single storey rear extension to form additional living accommodation (Resubmission of P24/01444/HH)

**b. Reference: P24/02404/F**

Land Rear Of 50 Courtney Road Kingswood South Gloucestershire BS15 9RH

Erection of 1no. self build dwelling with access parking and associated works.

**c. Reference: P24/02052/RVC**

Land At 57 Chipperfield Drive Kingswood South Gloucestershire

Variation of condition 5 attached to permission P22/02858/F to alter the approved plans. Erection of 1no. dwelling including new access and parking, with associated works.

**d. Reference: P24/02572/RVC**

The White House Forest Road Kingswood South Gloucestershire BS15 8DH  
Variation of condition 2 attached to permission P23/02274/F to alter the approved plan. External alterations to existing building including new cladding, fenestration alterations, replacement roof to match existing and extension to existing detached store to provide refuse storage.

**12. Members Reports and Updates**

- a. To receive verbal updates from any Councillor representing Kingswood Town Council on external bodies
- b. To receive verbal updates from South Gloucestershire Ward Councillors on items and projects relevant to Kingswood
- c. To note that Kingswood has been chosen to pilot an anti-smoking and disposal of cigarette butt campaign – report attached

**13. Community Engagement**

Following the success of the lantern parade, to consider ways to positively engage with the residents of Kingswood on a regular basis

**14. Community Growing Club**

With the provision of additional information, for councillors to consider the release of £2,000 from the Floral Displays budget towards a community growing club in Kingswood Park, with the Friends of Kingswood Park and SGC

**15. Budget planning**

To consider the aspirations of the town council for next year, noting the recommendations from the Staffing and the Finance and Administration Committee

**16. Audit report**

To receive the interim audit report and note actions being taken

**17. To receive a bank reconciliation at the end of October 2024**

Vice Chair to sign the bank statement and reconciliation report

**18. To approve payments since the last meeting – report attached**

**19. To consider a resolution to exclude the public and press to consider a confidential matter**

**20. To consider the recommendation in the confidential report – report attached for councillors only**

**21. Date of the next meeting and consideration of items for the agenda**

- Full Council: 10th December 2024
- Planning and Highways Committee on 26<sup>th</sup> November at 7pm
- Finance and Administration Committee on 26<sup>th</sup> November at 7.30pm