



Meeting of Kingswood Town Council on Tuesday 10<sup>th</sup> December 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, Joanne Doyle  
Alison Evans, Stephen Forsythe (Chair), James Hackett, Maria Ingram-Cotton,  
Comfort Iyiewuare Alex Massey, Kenneth Rabone (Vice Chair), Sean Rhodes.

You are hereby summoned to attend the meeting of Kingswood Town Council to be held on Tuesday 10<sup>th</sup> December 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

5<sup>th</sup> December 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 10<sup>TH</sup> DECEMBER 2024**

### **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 12<sup>th</sup> November 2024 as a true record of proceedings – minutes attached

### **4. To receive the draft Planning and Highways Committee minutes from 26<sup>th</sup> November 2024 - draft minutes attached**

### **5. To receive the draft Finance and Administration Committee minutes from 26<sup>th</sup> November 2024 – draft minutes attached**

### **6. To note the award of the following Community Grants**

- We are BS15: £4,980
- The Brightwell: £600
- South Gloucestershire Youth Accommodation: £1,039
- Kingswood Rugby Football Club: £5,000
- Friends of Holy Trinity Church: £387.19

### **7. Planning Applications**

To consider planning applications received for the Parish of Kingswood.

#### **a. Reference: P24/02650/F**

Land Adjacent To 69 Walnut Crescent Kingswood South Gloucestershire BS15 4HZ  
Erection of 1no attached dwelling and associated works.

#### **b. Reference: P24/02750/TRE**

40A Downend Road Kingswood South Gloucestershire BS15 1SE  
Works to Crown lift a group of 9no. Beech Trees (G01) to give 3m clearance under canopy covered by Tree Preservation Order SGTP021/14 dated 06/10/2014

#### **c. Reference: P24/02755/HH**

7 Syston Way Kingswood South Gloucestershire BS15 1UG  
Extension of existing vehicle access.

#### **d. Reference: P24/02759/HH**

The Perch 84 Magpie Bottom Lane Kingswood South Gloucestershire BS15 8HD  
Erection of side and rear extensions and conversion of garage with associated works to form additional living accommodation.

- e. Reference: **P24/02176/F37** Station Road Kingswood South Gloucestershire BS15 4PG7 Siting of temporary portacabin and toilet until 1st May 2025.  
Installation of external condenser unit to the east elevation of the existing building and solar PV panels to roof.

## **8. South Gloucestershire Council Consultations**

### **a. Station Court, Kingswood - proposed waiting restrictions**

To consider a response to the consultation for the introduction of no waiting restrictions

Closing Date 23<sup>rd</sup> December. Does the town council wish to comment? It can either support the scheme or object to the scheme.

### **b. Public Car Park Charges Consultation**

To introduce parking charges and limited times. Closing date 19<sup>th</sup> December. Does the town council wish to comment? It can either support the scheme or object to the scheme

## **9. Green Print Projects**

To receive an update on the Live Labs project and to seek agreement that additional areas in Kingswood are added to the grass cutting schedule

## **10. 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 receive an update on the progress with the LTA grant for the tennis court in Kingswood Park.

## **11. Casual Vacancies**

To note the closing date for the two casual vacancies in Lower Soundwell ward and Kings Chase South ward: Friday 24<sup>th</sup> January for a decision at the meeting on 11<sup>th</sup> February 2025.

## **12. Budget 2025/26**

To consider the proposed draft budget and the precept that is levied on council taxpayers in Kingswood.

To consider additions and amendments and the impact on the overall requirements for 2025/26: Staff costs, overheads, existing projects, new projects, movement into General and Earmarked Reserves at year end and any other matters that are raised. To note that the budget must be agreed by January 2025 at the latest.

## **13. Kingswood Library Support Grant**

To note the revised costs of the library grant that was previously agreed at £8,000 for year one. With increased staff costs, the overall cost has increased to £8,947.32 (from £7,802). The Clerk was authorised to enter into a Service Level Agreement for up to £8,000 and therefore this request is to be granted authority to sign the SLA on behalf of Kingswood Town Council for £8,947.32.

**14. Play equipment in Deerswood Play Area**

To consider if KTC wishes to make a contribution towards the replacement play equipment in Deerswood Play Area

**15. To receive a bank reconciliation at the end of November 2024**

Vice Chair to sign the bank statement and reconciliation report

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

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

- Full Council: 14<sup>th</sup> January 2025 at 7pm
- Planning and Highways Committee: 28<sup>th</sup> January 2025 at 7pm