

MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD ON TUESDAY 16 MAY 2023 FROM 7.00PM – 7.25PM AT POOLE COURT, YATE.

P R E S E N T

Councillors Aziz Chowdhry, Nicola Clarke, Mike Drew, Tony Davis, John Emms, Sandra Emms, John Ford, Cheryl Kirby, Margaret Marshall, Gabriela Miron, Alan Monaghan, Ben Nutland, Ray Perry, Tony Sharp, Karl Tomasin, Wendy Tomasin and Chris Willmore.

Town Clerk, Community Projects Manager (LC) and Finance Manager & RFO.

Minute 1 Election of Yate Town Council Chair/Town Mayor

RESOLVED Councillor Cheryl Kirby be elected Yate Town Council Chair and Town Mayor.

Councillor Cheryl Kirby thanked the council for the honour of being elected as Chair and Mayor of Yate Town Council for another year. Councillor Kirby also relayed thanks to all members – particularly to Councillor Ben Nutland as Vice-Chair/Deputy Mayor – and to Town Council staff, for all their help and support over the past year, which proved to be a very busy and interesting time.

Congratulations were also extended to new and returning councillors alike, further to the recent local elections.

Minute 2 Declaration of Acceptance of Office

Councillor Kirby signed the Declaration of Acceptance of Office form for the role of Yate Town Council Chair/Town Mayor.

Minute 3 Confirmation that Councillors have Signed Declarations of Acceptance of Office

It was **NOTED** that all councillors had signed the declaration of acceptance of office prior to the commencement of the Annual Town Council Meeting.

Minute 4 Apologies for Absence

No apologies for absence were received as all members were present.

Minute 5 Declarations of Interests Under the Localism Act 2011

Declarations of Interest under the Localism Act 2011 were received as follows:-

Councillor Tony Davis – Green Community Travel
Councillor John Ford – YOSC Ltd
Councillor Cheryl Kirby - Yate & District Heritage Centre
Councillor Ray Perry – YOSC Ltd
Councillor Karl Tomasin - Green Community Travel

Minute 6 Election of Yate Town Council Vice-Chair/Deputy Town Mayor

RESOLVED Councillor Ben Nutland be elected Yate Town Council Vice-Chair and Deputy Mayor.

Councillor Nutland expressed his gratitude for the great honour of being elected as Vice-Chair and Deputy Mayor for another year and advised that he looked forward to working with members and staff in the 2023/2024 year.

Minute 7 Election of Chair of the Environment and Community Committee, Chair of the Finance and Governance Committee and Chair of the Planning and Transportation Committee

It was **RESOLVED** that the following councillors be elected as chairs of respective committees for an initial term of 3 months, to be reviewed at the Full Council meeting on 5th September 2023, to allow newly elected councillors the opportunity to be inducted into the workings of the council before the review takes place:

- Councillor Alan Monaghan be elected Chair of the Environment and Community Committee;
- Councillor Mike Drew be elected Chair of the Finance and Governance Committee;
- Councillor Karl Tomasin be elected Chair of the Planning and Transportation Committee.

Minute 8 Election of Committees, Sub-Committees, Working Groups, Project Steering Groups, Management Committees and Joint Committees

The committee list was received. (Appendix 1)

It was **RESOLVED** that appointments to Committees, Sub-Committees, Working Groups, Project Steering Groups, Management Committees and Joint Committees be confirmed as per Appendix 1, with the caveat that newly elected councillors be encouraged to attend any of these meetings until 5th September 2023 when the committee list be reviewed and confirmed again, and if present at meetings, can participate, vote and have their attendance count towards the quorum.

Minute 9 Appointment of Town Council Representatives on Outside Bodies

RESOLVED Town Council representatives on Outside Bodies be as detailed in Appendix 1.

Minute 10 Confirmation of Town Council Appointed Trustees on Yate Heritage Centre, Wills Davis Atwell Charity, YOSC Ltd and Yate United Charities

RESOLVED Town Council Appointed Trustees on Yate Heritage Centre, Wills Davis Atwell Charity, YOSC Ltd and Yate United Charities be as detailed in Appendix 1.

Minute 11 Interests and Liabilities

Minute 11/1 Schedule of Interests

The Schedule of Town Council Interests was received and **NOTED** (Appendix 2).

Minute 11/2 Town Council Liabilities

The list of known liabilities of Yate Town Council as at 31 March 2023 was received and **NOTED** (Appendix 3). A list of known confidential liabilities was received in confidential session.

Minute 12 Reconfirmation of Eligibility to Use the General Power of Competence

It was **NOTED** that in order to use the General Power of Competence (Localism Act 2011, s1-8), Yate Town Council must pass a resolution at a Full Council meeting to confirm eligibility.

RESOLVED Eligibility be confirmed that Yate Town Council can use the General Power of Competence because:

- *At least two thirds of the total number of councillors were elected, either at ordinary or by-election, and not co-opted;*
- *The clerk holds one of the sector specific qualifications, including section 7 of CILCA 2012.*

Minute 13 Standing Order Actions

The following was **RESOLVED**:

- In accordance with Standing Orders (item 1.13), the following were adopted:

- Terms of Reference to committees, sub-committees, project steering groups, working groups and employees (adopted at Full Council on 21 February 2023 [Click here for Terms of Reference](#))
- Standing Orders and Code of Conduct (adopted at Full Council on 21 February 2023; [Click here for Standing Orders](#))
- Financial Regulations (adopted at Full Council on 21 February 2023): [Click here for Financial Regulations](#)

The following was also **NOTED**:

- arrangements for insurance cover in respect of all insured risks has been completed during 2022/23 (a tender process took place) and the cover is in place for 2023/2024;
- Dates, times and place of Full Council and committee meetings for the year ahead (approved 10th January 2023). [Click here for meetings calendar](#)
- a review of the Council's Complaint's Policy was reported to the Staffing and Governance Sub-Committee on 22 February 2021 and was re-adopted by council on 21 February 2023;
- the Council's Freedom of Information Policy was reviewed on 6 February 2023 and re-adopted by council on 21 February 2023;
- the Council's policy for dealing with press/media was reviewed on 25 February 2020 and was re-adopted by council on 21 February 2023.

Minute 14 Confidential Item

Minute 14/1 Confidential Confirmation

RESOLVED That in view of the confidential nature of the business about to be transacted, pursuant to the Public Bodies (Admission to Meetings) Act 1960, it is advisable in the public interest that any members of the press or public present be excluded and they be instructed to withdraw.

Minute 14/2 Town Council Liabilities

Details of Town Council confidential liabilities were received and **NOTED**. (Confidential Appendix 4).

RESOLVED The meeting return to open session.

The meeting closed at 19.25pm.

YATE TOWN COUNCIL 2023/24

COMMITTEES, SUB-COMMITTEES, WORKING GROUPS, PROJECT STEERING GROUPS AND REPRESENTATIVES ON OUTSIDE BODIES

CHAIR – Cheryl Kirby
VICE-CHAIR – Ben Nutland
Full Council quorum = 6

NB: Meeting Papers for all committee and sub committee meetings to be circulated to Chair and Vice-Chair of Council as ex-officio members

ENVIRONMENT & COMMUNITY COMMITTEE (QUORUM=4)

Alan Monaghan
Tony Davis
John Emms
Sandra Emms
John Ford
Cheryl Kirby
Ben Nutland
Karl Tomasin
Chris Willmore
Wendy Tomasin
Gabriela Miron

FINANCE & GOVERNANCE COMMITTEE (QUORUM=4)

Mike Drew
Cheryl Kirby
John Ford
Margaret Marshall
Ben Nutland
Ray Perry
Karl Tomasin
Chris Willmore
Gabriela Miron

PLANNING AND TRANSPORTATION COMMITTEE (QUORUM = 4)

Karl Tomasin
Tony Davis
John Emms
Sandra Emms
John Ford
Cheryl Kirby
Alan Monaghan
Ray Perry
Tony Sharp
Chris Willmore

| SUB-COMMITTEES | | |
|--|--|--|
| CHAIR AND VICE CHAIR OF COUNCIL ARE EX OFFICIO UNLESS NAMED | | |
| Allotments Sub-Committee <i>Reports to E&C</i> Quorum=3 | Tony Davis Cheryl Kirby <small>(MMonk and PHulbert-Co-opted TBC)</small> | Alan Monaghan Chris Willmore TOR – this Sub-Committee should include the Chair of E&C |
| Climate & Planet (formerly Carbon Net Zero) <i>Reports to E&C</i> Quorum=3 | John Emms John Ford Alan Monaghan | Chris Willmore TOR – this Sub-Committee should include the Chair of E&C |
| Events Sub-Com <i>Reports to E&C</i> Quorum=3 | Mike Drew John Ford Alan Monaghan Cheryl Kirby | Karl Tomasin Wendy Tomasin Gabriela Miron TOR – this Sub-Committee should include the Chair of E&C |
| Grants & Finance Sub-Com <i>Reports to F&G</i> Quorum = 3 | Ray Perry Mike Drew Cheryl Kirby John Ford Wendy Tomasin | TOR – this Sub-Committee should include the Chair of F&G and Vice-Chair of F&G |
| Old Yate Sub Committee <i>Reports to E&C</i> Quorum=3 | Cheryl Kirby Alan Monaghan Chris Willmore John Ford | |
| Public Rights of Way, Commons, Greens Sub-Committee <i>Reports to E&C</i> Quorum=3 | Sandra Emms John Ford Ramblers Association | Alan Monaghan Chris Willmore TOR – this Sub-Committee should include the Chair of E&C. |
| Staffing and Governance Sub-Committee <i>Reports to F&G or Full Council</i> Quorum = 3 | Tony Davis Mike Drew John Ford | Cheryl Kirby Karl Tomasin Chris Willmore TOR – this Sub-Committee should include the Chair of F&G |
| Yate Ageing Better, Health and Wellbeing Sub Committee <i>Reports to E&C</i> Quorum=3 | Sandra Emms Tony Davis Cheryl Kirby John Emms | Karl Tomasin Chris Willmore Wendy Tomasin Margaret Marshall |
| Website Review <i>Reports to F&G</i> Quorum = 3 | Cheryl Kirby Ben Nutland Chris Willmore | Gabriela Miron |

| REPRESENTATIVES ON WORKING GROUPS <i>(WORKING GROUPS CANNOT TAKE DECISIONS)</i> | |
|---|--|
| Priorities and Strategy Scrutiny Working Group <i>Reports to F&G</i> <i>Quorum = 3</i> | Chair of Council Chair of P&T Chair of E&C Chair of F&G Chris Willmore |
| Local Nature Action Plan (LNAP) <i>(See TOR under Climate & Planet)</i> <i>Reports to E&C</i> | Alan Monaghan Chris Willmore |
| St Nicholas Church <i>Reports to Full Council</i> | Tony Davis Sandra Emms Cheryl Kirby Chris Willmore |

| PROJECT STEERING GROUP COMMITTEES <i>PROJECT STEERING GROUPS REPORT TO FULL COUNCIL AND ARE TASK LIMITED</i> <i>CHAIR AND VICE CHAIR OF COUNCIL ARE EX OFFICIO UNLESS NAMED</i> | |
|--|--|
| New North Yate Community Building | Mike Drew John Ford Chris Willmore |
| Play Area and Properties Projects <i>Quorum = 3</i> | Tony Davis John Ford Cheryl Kirby Alan Monaghan Karl Tomasin Chris Willmore From above, Kingsgate Park Play Area Project Steering Group: Alan Monaghan Cheryl Kirby |
| YOSC Liaison Group (eg, site operations, legal agreement, general matters / discussion with YOSC Ltd) <i>Quorum = 3</i> <i>YOSC Ltd</i> | Tony Davis Karl Tomasin Mike Drew Chris Willmore <i>YOSC Ltd: - Martin Beard, Jeremy Dale, John Ford (YTC nomination), Ross Michael, Stuart Nunn, Councillor Ray Perry (YTC nomination) and Ellen Taylor.</i> <i>YOSC FM: Jeremy Dale, Ellen Taylor, Geoff Robson</i> |
| YOSC Facility Project Steering Group Committee <i>Quorum = 3</i> <i>Drainage</i> | Tony Davis Mike Drew Karl Tomasin Chris Willmore John Ford |

| DESIGNATED LEAD LIAISON | |
|--|--|
| Bowling Club | John Ford |
| Peg Hill Skateboard and BMX Park | Mike Drew John Ford |
| Witches Hat Play Area | Tony Davis |
| Marketing and Social Media | |
| Social Media | Ben Nutland |
| Newsletter <i>Nominated Members to work on process and to approve with Chair of Council with Delegated Powers to Town Clerk</i> | Alan Monaghan Chris Willmore Town Clerk (Delegated Powers) |
| S106 Applications | Chris Willmore |

| TRUSTEES | |
|---|---|
| Heritage Centre Trust | Ian Blair <i>(ATC mtg 14.05.19, appointment expires 01.05.2024)</i> Cheryl Kirby <i>Term ends 2025</i> |
| Wills Davis Atwell Charity (2 appointments to be made by Council) | Mike Drew Alan Lawrance |
| YOSC Ltd | John Ford Ray Perry |
| Yate United Charities (2 appointments to be made by Council) | Karl Tomasin Cheryl Kirby |

| MANAGEMENT COMMITTEES | | |
|--|--|----------------------------------|
| Pop Inn Man Com <i>Reports to E&C</i> | Town Council representatives (2) | Sandra Emms Wendy Tomasin |
| Yate Heritage Centre Man Com <i>Reports to E&C</i> | Town Council representatives (2) | Sylvia Eastwood Alan Monaghan |

Armadillo Management Committee was disbanded 15.5.18 – reports to E&C

JOINT COMMITTEES

| | |
|---|--|
| Joint Parishes Consultative Committee <i>Reports to E&C</i> | Chair (Ex-officio) Vice-Chair (Ex-officio) Mike Drew Chris Willmore |
| Joint Parishes Cycleway Group <i>Reports to P&T</i> | Chair (Ex-officio) Vice-Chair (Ex-officio) John Emms (Chair of JPCG) Karl Tomasin |

| REPRESENTATIVES ON OUTSIDE BODIES | | |
|--|------------------------------------|---|
| | REPORTS TO | |
| Ageing Better Board with SGC and partners | <i>E&C</i> | CPM Sandra Emms |
| ALCA larger local Forum | <i>F&G</i> | Karl Tomasin |
| Avon Local Councils Association (South Gloucestershire Area Group) & Larger Councils | <i>F&G</i> | Vacancy Mike Drew (NALC rep) Town Clerk |
| Community Engagement Forum (formerly Safer Stronger Community Group) | <i>E&C</i> | Mike Drew Tony Davis |
| Fairtrade – Yate | <i>ATCM</i> & <i>E&C</i> | Chris Willmore Margaret Marshall <i>(Louise Harris – co-opted non member)</i> |
| Friends of Brimsham Fields | <i>E&C</i> | John Ford Chris Willmore Mike Drew Ben Nutland Karl Tomasin |
| Friends of the River Frome (Frome Forum) | <i>E&C</i> | Karl Tomasin |
| Friends of The Common <i>Not currently active (Jan 2023)</i> | <i>E&C</i> | Estates Manager |
| Friends of Kingsgate Park <i>(Christine Howard – Chair (Nov. 2022))</i> | <i>E&C</i> | Cheryl Kirby Estates Tony Davis Manager John Ford Karl Tomasin |
| Friends of Ridge Woods | <i>E&C</i> | Mike Drew |
| Green Community Travel | <i>P&T</i> | Tony Davis Karl Tomasin John Emms |
| Hanson Liaison Committee | <i>E&C</i> | John Ford Subs: Mike Drew |
| Hedgehog Group | <i>E&C</i> | Karl Tomasin |
| Heritage Centre Extension Working Group | <i>E&C</i> | Cheryl Kirby John Gawn |
| Local Healthwatch South Gloucestershire (formerly Local Involvement Network (LINKs)) <i>(Not currently active (Jan 2023))</i> | <i>E&C</i> | Karl Tomasin (if it meets daytime) |
| Local Nature Action Plan joint parishes liaison (Yate, Dodington, Sodbury & | <i>E&C</i> | Alan Monaghan Chris Willmore |

| | | |
|--|--------------|---|
| Westerleigh) | | |
| Priority Neighbourhoods – Yate/Dodington Community Lead Group | E&C | Cheryl Kirby Karl Tomasin |
| Shopmobility | E&C | Karl Tomasin |
| Station Road Partnership | E&C | Cheryl Kirby Chris Willmore |
| Sodbury and Yate Business Association | E&C | Cheryl Kirby Margaret Marshall |
| South Gloucestershire Dementia Alliance | E&C | Tony Davis |
| South Gloucestershire Museum and Heritage Partnership | E&C | Cheryl Kirby Heritage Officer |
| South Gloucestershire Youth Housing (SGYH) <i>Not currently active (Jan 2023)</i> | E&C | |
| South Gloucestershire Community Cohesion Steering Group (added 25.6.20) | E&C | Chris Willmore |
| South Gloucestershire & Learning Partnership West | E&C | Tony Davis |
| Town and Parish Council Forum | E&C | Town Clerk Cheryl Kirby <i>Send agenda to Mike Drew also</i> |
| Yate Children's Centre Advisory Board/Cranleigh Court | E&C | Karl Tomasin |
| Yate and District Transport Forum Formerly know as Friends of Yate Station | P&T | Chris Willmore Karl Tomasin Mike Drew Alan Monaghan Tony Davis <i>(Ruth Davis and Louise Harris)</i> |
| Yate and District Twinning Association | E&C | Margaret Marshall Ben Nutland |
| Yate Community Association | E&C | Vacancy Alan Monaghan |
| Yate Community Plan | E&C or FC | Karl Tomasin |
| Yate Heritage Centre Events Committee <i>*Reports to Events Sub Committee</i> | * | Cheryl Kirby |
| Yate Genieri Link | E&C | Margaret Marshall <i>(Send all councillors minutes)</i> |
| Yate Oral History Group | E&C | Gabriela Miron |
| Yate Town Centre Strategy Group | E&C or FC | Cheryl Kirby Tony Davis Margaret Marshall Chris Willmore |



YATE TOWN COUNCIL

SCHEDULE OF INTERESTS

2023 / 2024

As at 1 April 2023

INDEX

- Page 4 **Footpaths**
1 Stanshawes Drive
- Page 4 **Memorials**
2 Lych-Gate and Parnall
- Page 4-6 **Open Spaces**
3 Abbotswood
4 Lye Field
5 Rodford Field
6 Tylers Field
7 Wellington Road (open space off Cambrian Drive)
8 Westerleigh Road
- Page 6-7 **Parks**
9 Brinsham Park
10 Kingsgate Park
11 Tyndale Park
- Page 7-9 **Play Areas**
12 Howard Lewis Park
13 Longs Drive Play zone
14 Millside Play zone
15 Peg Hill Skate Park
16 St Mary's Play Area
17 Wellington Road Kickabout Area
18 Witches Hat – Westerleigh Road Play Area
19 Yate West Kickabout
- Page 10-12 **Properties**
20 Armadillo Yate Youth Venue and Café, Station Road BS37 4FW
21 Eggshill Lane/Station Road Halls, 100 - 104 Station Road BS37 4PQ
22 Poole Court, Poole Court Drive BS37 5PP
23 Pop Inn Café, West Walk BS37 4AX
24 Yate Heritage Centre, Church Road BS37 5BG
- Page 12-14 **Sports Facilities**
25 Broad Lane (YOSC)
26 Sunnyside Playing Field
27 Yate Common Football Pitches

| | |
|------------|---|
| Page 14-15 | Village Greens |
| 28 | Goose Green |
| 29 | St Mary's Green |
| 30 | Verges Adjacent to Lawns Inn, Church Road |
| 31 | Yate Rocks |

| | |
|------------|-------------------------|
| Page 15-17 | Street Furniture |
| 32 | Bus Shelters |
| 33 | Seats |
| 34 | Bins |
| 35 | Dog Bins |

| | |
|------------|---------------------------|
| Page 17-19 | Other Arrangements |
| 36 | i - xiii |

| | |
|------------|-------------------------------|
| Page 20-21 | Vehicles and Equipment |
| 37 | Vehicles |
| 38 | Equipment |

FOOTPATHS

1 STANSHAWES DRIVE FOOTPATH (FREEHOLD) ([Pathway - Title Number AV210197](#))

This pathway which forms part of the Yate Cycleway Link is owned by the Town Council. The area is also an important wildlife corridor within the Town. There are three litterbins and one dog bin along this pathway.

MEMORIALS

2 MEMORIALS (LYCH-GATE AND PARNALL (Grade II Listed)) (The Parnall War Memorial is unique in that it is a memorial to civilians being contemporaneous)

Yate Town Council has the power to maintain the two War Memorials; the Parnall Memorial situated in St Mary's church yard and the Lych-gate situated at the entrance to St Mary's Church yard.

As part of the Armistice Trail to mark 100 years since the end of WW1 a QR code board, produced in conjunction with St Mary's Church and South Gloucestershire Council, is fixed on the wall to the left of the Lych Gate at St Mary's Church, with links to information about the Lych Gate, Parnall and Commonwealth Grave Memorials at St Mary's Church as well as to information about the former Cottage Hospital.

OPEN SPACES

3 ABBOTSWOOD (FREEHOLD – LAND) ([Title Number AV174561](#))

Land surrounding Abbotswood Shopping Centre, including open space to the front of the shops laid to paving and grass, plus hard-core tarmac access area to rear of shops and one garage. There are three litter bins plus one recycling bin and seven seats, a sign has been attached to one of the seats to designate it a Happy To Chat bench. There is one Town Council noticeboard and a friends notice board on the land in front of the shops, and a Queen Elizabeth II Platinum Jubilee bench in the shopping area. There is also a low level wooden snake play sculpture with 5 wooden steppingstones and some grass matting located on the grassy area to the front of St Nicholas Church and Family Centre, beneath the trees. Solar powered lighting is positioned at the front of the shops. A new play area consisting of a timber rope climbing unit, a timber sculptured ant, boulders with a North, East, South, West dial, a timber snail and timber stepping logs are also to the front of the shops.

In 2021 the latest additions to the site include the installation of new paving, improving access and the aesthetic of the area. Additional natural play equipment has been installed including two bug hotels, a compass seating circle, a multi play unit with slide, a supersize

ant sculpture, a wooden balance trail, a set of 'talking tubes', a ladybug springer and wooden see saw. A defibrillator will be installed in 2023 and will be registered with the "The Circuit" – The National Defibrillator Network.

The freehold reversion to 34 Abbotswood Yate was sold in June 2018.
The freehold reversion to 35 Abbotswood Yate was sold in June 2018.

4 LYE FIELD (FREEHOLD)
(Land lying east of Goose Green Way - Title Number AV204079)

Open space land situated on the corner of Goose Green Way and Station Road used for informal recreation. Part of the Yate Cycleway Link runs across this land. It contains two seats, one dog bin, three litterbins, two information signs, one noticeboard, a kickabout area and a shelter type seating area.

5 RODFORD FIELD (LAND OFF BARNWOOD ROAD) (LEASE)
(Title Number GR354500 AND AV179175)

Open space land situated on land at the former Rodford School site leased from South Gloucestershire Council as from 19 July 2017 for a period of 50 years until 18 July 2067. This site includes one information sign, one kissing gate and one litter bin.

An area of the field has been earmarked for allotments approx. 12 half sized plots and 9 quarter sized plots. An area for car parking is included up to a max of 12 spaces.

6 TYLERS FIELD (FREEHOLD)
(Open space north of Gravel Hill road - Title Number GR243045)

Open space with community woodland.

There are three wildlife interpretation boards and a beacon cage. One plaque, two dog bins, three litterbins, two information signs, one noticeboard and three drop bollards.

During 2022 fruit trees and bulbs were planted as part of the Town Council's Local Nature Action Plan (LNAP).

7 WELLINGTON ROAD (FREEHOLD LAND ACQUIRED 20.12.17) (OPEN SPACE OFF CAMBRIAN DRIVE)
(Title Number GR219262)

Land situated behind the Church of the Latter Day Saints on Wellington Road and to the side of the Wellington Road Kickabout area. There is a 50 year overage connected to this site. This site has one litter bin.

During 2022 trees and bulbs were planted as part of the Town Councils Local Nature Action Plan (LNAP).

- 8 WESTERLEIGH ROAD (FREEHOLD)
(From March 2015 - Open space at the junction of Westerleigh Road and Rodford Way – Title Number AV1018)

Grassed open space next to the Witches Hat Play area at the end of Westerleigh Road. This area contains pathways, mature trees, shrubs, one litter bin and three benches.

PARKS

- 9 BRINSHAM PARK (LEASE)
(Title Numbers – GR286891 & GR231475)

Yate Town Council leases Brinsham Park from South Gloucestershire Council on a 50 year lease (from 7 June 2011 to 6 June 2061) at a peppercorn rent. Within the park is a lake including a pier/jetty and a children's play area. The play area contains play equipment, safety surfacing, five seats, one litter bin and one recycling bin. There are two additional items of teenage play equipment outside the fenced children's play area. The park also contains two dog bins, nine litterbins, three recycle bins, eight seats, two picnic tables, a barbeque stand, one notice board and a WWII memorial seat. There is also a dipping platform and two seats at the conservation pond with a sign attached to one of the seats to designate it a Happy to Chat bench. There are five signs around the lake warning of 'Thin Ice' in the Winter. Five seats have been donated by the Friends of Brinsham. A defibrillator will be installed in 2023 and will be registered with the "The Circuit" – The National Defibrillator Network. The park remains open to pedestrians at all times.

A running route including x 5 posts with markers attached is around the large field.

During 2022 the following were planted; an Oak Tree in conjunction with our Twinning Association, a fruit orchard for the Queen's Jubilee and trees and bulbs as part of the Town Councils Local Nature Action Plan (LNAP).

- 10 KINGSGATE PARK (LEASE)
(Title Number GR274501) (Sq. meterage: toilet block 24m2 storage depot 37m2)

Yate Town Council leases Kingsgate Park from South Gloucestershire Council on a 50 year lease (from 1 April 2003 to 29 March 2053) at a peppercorn rent. Within the park are public toilets upgraded in March 2019; these include two unisex cubicles, one disabled cubicle which also includes a baby changing unit and a staff toilet in the service corridor. There is a storage building (this refers to workshops) used by the Estates Staff, twelve lighting columns (thirteen lanterns) installed in 2016, two lakes, a conservation area and two children's play areas. There are 5 signs around the lake areas warning of 'Thin Ice' in the

Winter and there are two 'Dogs on Lead' signs in the Nature Reserve area. The play area contains natural adventure play equipment (including an aerial runway), safety surfacing, six seats, five picnic benches and six litter bins with basketball/kickabout area, three shelter type seats and six information signs. (NB: The play area is being refurbished in 2023) There is a further area containing a water feature which is used by young people as a play area during the summer months. The wider park area also contains five dog bins, thirteen litterbins, one recycle bin, eighteen seats, one picnic bench, one memorial bench, one notice board and one x 3 compartment recycle bin. A sign has been attached to one of the seats to designate it a Happy to Chat bench There is also a totem pole at this site. In 2020 an outdoor gym was installed, and a defibrillator was installed by the Elmwood entrance and registered with "The Circuit" – The National Defibrillator Network.

The Friends of Kingsgate Park have installed a bug hotel, also donated a Steel Red bench and two interpretation boards (one to identify lake birds and one for tree identification). A decorative tree carving seat is in progress as of April 2023 to mark the Coronation of King Charles III.

Events are held annually in the park which include: an Easter Egg Hunt, a Music Festival, known as Yate Rocks! Picnic in the Park and a Christmas Carol event. These events are manned by Friends, volunteers and Town Council staff. Each of these events can attract up to approximately 5,000 people.

The following agreements are currently in place for Kingsgate Park:

Catering Concession Contract with Tony Licata to sell Ice Cream 1 July 2022 – 30 June 2023.

The gate that leads to the Vintage Birdcage Limited is unlocked/locked by them in line with their opening hours.

11 TYNDALE PARK (LEASE)
(Title Number – GR334097)

1.347 acres are leased from South Gloucestershire Council on a fifty year lease from 25 March 2000 at a peppercorn rent. The area contains play equipment and safety surfacing (updated in 2014), two information signs, two seats, a picnic bench, three litterbins and a specifically designed decorative gate.

PLAY AREAS

12 HOWARD LEWIS PARK (FREEHOLD)
(Title Number – AV229474)

The Town Council owns the play area and tennis courts currently used as a kickabout area. There are six floodlights, but these are currently disconnected.

The area contains play equipment (upgraded in 2020) with safety surfacing, four seats, one litter bin, one recycle bin and one information sign.

An area of unused land, which had been fenced off for some years, was sold in January 2019.

13 LONGS DRIVE PLAYZONE (LICENCE)

Yate Town Council acquired open space land at Longs Drive on a 50 year licence from South Gloucestershire Council commencing 3 January 2012 to 2 January 2062. There is teenage seating and play equipment on this piece of land. There are also two dog bins, one litter bin and one information sign on this site.

14 MILLSIDE PLAYZONE (LEASE)

([Millside Play zone - Title Number GR3332015](#))

([Land at Randolph Avenue - Title Number GR286891 excluding Title Number GR363099 adopted highway](#))

Leased from South Gloucestershire Council 50 years from 1 October 1997 to 30 September 2047 rent free. Contains children's play equipment (upgraded in 2021 & 2022) including an aerial runway, one information sign, three litter bins, one recycling bin, five picnic tables and six seats.

Adjacent to this is an area known as Millside open space (Randolph Avenue). This area of land is leased to Yate Town Council from South Gloucestershire Council on a 50 year lease from 3 January 2012 – to January 2062 and contains two litter bins, two dog bins and a wooden decorative entrance. There are three bug hotels and eight sculptures. There is also a wetland habitat at this site. Two interpretation boards have been installed. The park remains open to pedestrians at all times.

During 2022 fruit trees, native trees and bulbs were planted as part of the Town Council's Local Nature Action Plan (LNAP). The Town Council also received trees donated by SGC that are currently maintained by SGC but owned by Yate Town Council.

15 PEG HILL SKATE PARK (FREEHOLD)

([Title Number – GR236553](#))

A park situated at the top of Peg Hill containing a skatepark of concrete bowls, a street course and static ramps. The park also contains four litter bins, one recycle bin, one dog bin and three information signs. This site has nine dedicated lights which come on at dusk and go off at 8pm. The site also benefits from six streetlights.

During 2022 bulbs were planted as part of the Town Council's Local Nature Action Plan (LNAP).

16 ST MARY'S PLAY AREA (LEASE)
(Title Number – GR287183)

An area of land adjacent to St Mary's School providing two play areas, one for older children and one for children eight and under. This land is leased from South Gloucestershire Council on a twenty five year lease from 1 December 2003 to 31 November 2028 at a peppercorn rent.

The areas contain play equipment (refurbished in 2016) and safety surfacing, three seats, one litter bin, one recycling bin and two information signs.

17 WELLINGTON ROAD KICKABOUT AREA (LICENCE) (until determined)

This land is currently licenced from South Gloucestershire Council, commenced 1 May 2005 and shall run until either party gives three months' notice in writing at any time, with no fee payable. Contains one information sign, two teenage shelters, five litter bins, three seats, four dog bins and a kickabout area.

18 WITCHES HAT - WESTERLEIGH ROAD PLAY AREA (LEASE)
(Title Number – GR289091)

0.6 hectares of land used as a children's play area leased from South Gloucestershire Council on a 10 year lease from 1 October 2005 to 30 September 2015 at a peppercorn rent. Negotiations are ongoing to renew the lease with South Gloucestershire Council who have agreed a renewal will be granted.

The area was refurbished in 2015 and opened on 1st May 2015, with new sandpit, timber climber/bridge/slide, basket swings, rock/rope/timber trail, mini witches hat, teenage seating and extended woodchip pit. A new skate park area opened on 22 May 2015 with new concrete skate ramps, graffiti wall with wooden shelter over it, bitmac base, one litter bin, two wooden 'skateboard' benches, rope's structure, new paths, witches hat and trampoline, safety surfacing, three seats, two litter bins, two information signs and one picnic table. The site is fenced with 1.8m high plastic coated welded mesh fence with two wheelchair accessible pedestrian gates and one 4m wide access gate. The park remains open to pedestrians at all times.

19 YATE WEST KICKABOUT (LICENCE)

This land forms part of the Playing Fields at Tyndale Primary School in Cranleigh Court Road. There is a licence in place with South Gloucestershire Council for the use of this land which commenced 18 July 2007 and runs for 20 years until July 2027. The fee is £1 per annum. The kickabout area contains one sign, one litter bin, fencing and one noticeboard. This site is used by the adjacent school during school hours and is open to the general public after school hours, at weekends and during school holidays.

PROPERTIES

- 20 ARMADILLO YATE YOUTH VENUE AND CAFÉ, STATION ROAD, BS37 4FW
(FREEHOLD)
(Title Number – GR345038) (Sq. meterage: ground floor 335m2, first floor 196m2)

This building houses a café provision for young people along with a cinema, plus rooms to let on a casual basis when the café is not in use by the young people. This venue is also used as a community café/cinema on a Saturday morning and is used as a senior citizens cinema club on a Thursday. Off the Record regularly hire rooms and provide a weekly Health and Wellbeing Hub session on a Wednesday afternoon.

The garden area consists of three circular seating pods, two seating shelters with outdoor beanbags and cushions and a large, paved patio area with a wooden rectangular table, chairs, benches and a Thermo Composting Box. Sports equipment consists of basketball, badminton and football nets along with swing-ball and volleyball equipment. Artwork is fixed to the external wall of the building.

The Armadillo (building and land) freehold was transferred in its entirety from South Gloucestershire Council to Yate Town Council on 8 April 2015.

The Armadillo must remain as community use until April 2045 in the first instance, in line with the conditions of the transfer of ownership to Yate Town Council.

A defibrillator was installed by the main entrance in February 2020 and is registered with “The Circuit” – The National Defibrillator Network.

- 21 EGGSHILL LANE/STATION ROAD HALLS, 100 - 104 STATION ROAD, BS37 4PQ
(FREEHOLD)
(Land containing Parish Hall, Community Association and land at the back of the YMCA
Title Number GR332545) (Sq. meterage: Parish Hall 207m2)
(Land containing YMCA Title number GR332911) (Sq. meterage: floor area 113.04sqm)
(Play Area - Title Number GE332542)

This comprises the site of the Parish Hall, site of the Yate Community Centre, site of the YMCA and land at the rear used as children's grassed play area.

The Parish Hall appears on the ‘Local List of Buildings of Interest.’ It comprises of a main hall, committee room, kitchen, toilets and storeroom; it is hired out to local groups and organisations. A notice board is located at the front of the station road halls and car parking is available at the front and sides of the building. A defibrillator has also been installed and is registered with “The Circuit” – The National Defibrillator Network.

Yate Men’s Shed have a lease in place to use the committee room within the Parish Hall for three years 6 months from 1 September 2021 until 31 March 2025.

The Community Centre site is let on a 99 year lease from 1 October 1965 at a fixed annual ground rent.

A small area to the rear of the YMCA building is also contained within this title number.

The YMCA building in Station Road, acquired by Yate Town Council on 19 December 2018 and is hired out to local groups and organisations. The building includes a kitchen (upgraded in 2021) and toilets. The garden area includes one picnic table, one Queen Elizabeth II Platinum Jubilee bench, two hexagon planters and two raised flower beds. There is also a small outbuilding for storage. In 2022, fencing was extended around the garden area with a gate installed leading to Eggshill play area.

The children's play area at Eggshill Lane comprises grassed area, play equipment with safety surfacing, three seats, one litter bin and one information sign.

- 22 POOLE COURT, POOLE COURT DRIVE, BS37 5PP (FREEHOLD)
(Title Numbers – AV179319 & AV224015) (Sq. meterage: ground floor 267.5m2, first floor 238m2, second floor 120m2)

The Town Council owns Poole Court. The property appears on the 'Local List of Buildings of Interest'. The building is used for Town Council Offices and provides accommodation for meetings, functions and weddings. Rooms are let on a casual basis to local groups and organisations. There is a resident caretaker.

South Glos Parent Carers CIC currently lease a room at Poole Court on a 3 year lease from 1 April 2022 to 31 March 2025. A room is provided, on an ongoing arrangement, to Family Food 4 Free to act as a Community Fridge which is managed and run by volunteers.

The grounds at Poole Court include approximately half the pathway from Poole Court to Newman's Mound. There are two litter bins, a Thermo Composting Box and two seats in the Poole Court grounds and one dog bin along the pathway. There is one notice board, one information sign, a salt bin, one flagpole, two hexagon planters, an entrance sign and a vehicle dual charging point. There are five car park solar lighting columns including one double light head unit. A defibrillator was installed in 2020 on the external wall near the disabled entrance and is registered with "The Circuit" – The National Defibrillator Network. There are eight dedicated trees in the grounds including one to mark the council's commitment to Carbon Net Zero by 2030 and one to honour the local community heroes who committed their time during the Covid-19 pandemic. A bike store is located to the side of the building. Poole Court also houses a funeral bier and a litte picking board which is let on short term loan to various community groups.

- 23 POP INN CAFÉ, WEST WALK, BS37 4AX (LAND LEASE)
(Title Number – GR247112) (Sq. meterage: 110m2)

The Pop Inn Café for the over 50s is situated next to the Library in West Walk in Yate Shopping Centre. This building is constructed on land owned by South Gloucestershire Council, which is leased by Yate Town Council for a 25 year period from 17 December 2001 to 16 December 2026. The Pop Inn Café is operated with the assistance of volunteers and is let out of café hours on a casual basis. There is one Town Council notice board outside the property.

24 YATE HERITAGE CENTRE, CHURCH ROAD, BS37 5BG (FREEHOLD)
(Heritage Centre - Title Number AV285803) (Sq. meterage: 85m2)

Yate Heritage Centre is situated on Station Road and was purchased in February 1998. This building was fully restored to provide a Heritage Centre for Yate. An Air Source Heat Pump was installed in 2023. The Heritage Centre provides many events throughout the year including the annual St George's celebration event, International Day and Heritage Open Sunday events. The events are manned by volunteers and Town Council staff. The Heritage Centre is operated with the assistance of volunteers. Children's workshop events are also held at this location during the school holidays.

There is one noticeboard at this site located near the entrance and one car parking sign. A defibrillator has also been installed and is registered with "The Circuit" – The National Defibrillator Network.

As part of the Armistice Trail to mark 100 years since the end of WW1 a QR code board produced in conjunction with St Mary's Church and South Gloucestershire Council, is fixed on the wall inside the Heritage Centre, with links to information about the Lych Gate, Parnall and Commonwealth Grave Memorials at St Mary's Church as well as to information about the former Cottage Hospital.

SPORTS FACILITIES

25 BROAD LANE (YOSC) (FREEHOLD)
(Title Number – GR325823) (Sq. meterage: clubhouse 347m2, shower block B 205m2, shower block C 236m2, workshop 270m2)

The Town Council owns 16.42 acres of land at Broad Lane which forms part of the Yate Outdoor Complex Sports dual use facility.

The Town Council owns an all-weather pitch, and car park on the site. It also owns the main accessway to the site which is floodlit. The all-weather pitch and grassed athletic field event training area are both floodlit. There are also pitches for football and rugby.

The all-weather floodlit running track is incorporated within the complex, partially constructed on Town Council land and partially on South Gloucestershire Council land and includes 2 long jump pits, a pole vault area, 2 shot circles and 2 throw cages.

Yate Town Council has a lease with South Gloucestershire Council for the remainder of the land which runs until 31 October 2065 (50 years) at a peppercorn rent. A Transfer of Control Agreement between Yate Town Council, South Gloucestershire Council and Brinsham Green School detailing community use/school use of land and facilities runs for 5 years until 23 July 2023.

The site is managed by a charitable company limited by guarantee and run by volunteers.

The site comprises of a Clubhouse, including a Community Function Suite which incorporates a meeting room and functional lounge with a licensed bar as well as a kitchen for hire, a Changing Block and an Admin and Changing Block. There is a Welcome sign and one Yate Town Council noticeboard on the wall as you approach the clubhouse entrance.

There is a metal shed on the site for storage, and two converted containers allow site users, such as Yate Rugby and Yate Football to store their equipment.

Disability equipment purchased and owned by Yate Town Council has been provided to YOSC Ltd on long term loan. This is to allow access to all hirers / users of the YOSC site, with additional needs to undertake sport, to benefit from the equipment.

A Multi Use Activity Building has been built on this site and was made available from 2021. This building is used to provide indoor sports facilities (excluding ball games) and is equipped with multiuse equipment.

A Target Sprint Structure owned and built by YOSC Ltd with permission from Yate Town Council is present on site.

26 **SUNNYSIDE PLAYING FIELD (FREEHOLD)**
(Title Number – GR333270) (Sq. meterage: bowling green pavilion 124m², workshop 83m², football pavilion 141m²)

This area comprises land currently in use as tennis courts, a bowling green and one principal football pitch. It includes a bowling pavilion and football changing rooms. Adjoining the bowling pavilion is the estates staff workshop, garage and compound. Car parking is available. A turning 'hammer head' exists at the end of Sunnyside Lane, hatched in yellow.

The bowling pavilion and the bowling green are let on a 6 monthly licence to the Yate and District Bowling Club. (Current licence period 1 April 2023 – 30 September 2023)

There are two seats, three litter bins, one recycle bin, one dog bin, a notice board (adjacent to the bowling green) and two information signs on the Sunnyside playing field, seven seats and one litter bin within the bowling green, two seats and two litter bins within the tennis courts and three litter bins, one dog bin on the Common playing field and tree galvanised

cycle hoops. A defibrillator was installed on the front wall of the bowling pavilion in 2020 and is registered with “The Circuit” – The National Defibrillator Network.

A football pavilion serves the principal pitch on Sunnyside Playing Field and the three pitches on The Common, all of which are let to football clubs during the season. It was refurbished in 2018 to include women’s and disabled changing rooms and has the added value of solar panels installed.

The tennis courts were re-surfaced and re-fenced in autumn 2014.

27 YATE COMMON FOOTBALL PITCHES (LEASE)
(Title Number – GR331976)

The Town Council provides three football pitches on Yate Common, let to various football clubs during the season. Leased from South Gloucestershire Council for 28 years from 1 October 1994 to 30 September 2022 at a peppercorn rent if demanded. Negotiations are ongoing to renew the lease with South Gloucestershire Council. The Yate Common pitches contain one dog bin and two litter bins.

A running route including x 9 posts with markers attached is placed around the football playing field.

Permission was granted in March 2023 by South Gloucestershire Council for Yate Town Council to plant and maintain 25 Fruit Trees in the Northeast section of the Common to act as a COVID-19 memorial garden.

VILLAGE GREENS

28 GOOSE GREEN (FREEHOLD) (VILLAGE GREEN STATUS)
(Title Number – AV188091)

The Town Council owns the green area of land at Goose Green. There are two dog bins in this area, one litter bin, one seat and two signs. (Registered as village green: Village Green Number GVG5)

29 ST MARY'S GREEN (FREEHOLD) (VILLAGE GREEN STATUS)
(Car Park at St Mary’s – Title Number AV241866)
(Village Green to the side of the Heritage Centre – Title Number GR202316)
(Green area of land known as St Mary's Green adjacent to Church Road – Title Number AV188090)

The Town Council owns the green area of land known as St Mary's Green adjacent to Church Road together with the access road to the church and most of the car park (all of

which is registered as village green: Village Green Number GVG194); there is one recycling bin (donated by McDonalds) and one litter bin on this area (one in the car park and one on the green), one dog bin, two seats, one memorial bench, one steel planter and one information sign. Bollards owned by St Mary's CE Primary School have been installed at the entrance to the car park with permission from the Town Council.

A sign has been attached to one of the seats to designate it a Happy to Chat bench. There is a peace rose garden. There is an additional grassed area to the side of the Heritage Centre surrounded on three sides by Cotswold stone walling (registered as village green: Village Green Number VG 198), this has also been registered as part of the Green. The annual St Georges Day and International Day events held by the Heritage Centre also make use of this space. Each of these events can attract up to approximately 1,500 people.

30 VERGES ADJACENT TO THE LAWNS INN, CHURCH ROAD. (FREEHOLD)
(VILLAGE GREEN STATUS)
(Title Number – AV241866)

The Town Council owns a section of the verge in Church Road adjacent to the Lawns Inn public house. (Village green reference G/VG30)

31 YATE ROCKS (FREEHOLD) (VILLAGE GREEN STATUS)
(Title Number – AV188092)

The Town Council owns the green area of land at Yate Rocks: there is one seat on the green.

STREET FURNITURE

32 BUS SHELTERS

Agreements exist with the Unitary Authority in relation to sites for bus shelters in the following area:

| | |
|---|---|
| Church Road (Churchfarm Close) | 1 |
| Cranleigh Court Road (Celestine Road) | 2 |
| Cranleigh Court Road (Windsor Drive) | 2 |
| Eastfield Drive (Lower Moor Road) | 1 |
| Randolph Avenue (Randolf Avenue & Long Croft) | 2 |
| Station Road (The Ridge Sodbury Memorial Hospital - opposite) | 1 |
| Station Road (Sodbury Memorial Hospital in Station Road (adj) | 1 |
| Greenways Road (Road) | 1 |
| Greenways Road (Rectory Close) | 1 |
| Greenways Road (Dorest Way) | 1 |

| | |
|----------------------------------|-----------|
| Greenways Road (Hampshire Way) | 1 |
| Wellington Road (Farmhouse) | 1 |
| Wellington Road (Lancaster Road) | 1 |
| Wellington Road (Cheshire Close) | <u>1</u> |
| | <u>17</u> |

33 SEATS

In addition to having seats as previously listed, the Town Council has seats at the following locations: -

| | |
|---|-----------|
| Corner of Westerleigh Road and Station Road | 1 |
| Cranleigh Court Road | 2 |
| Goose Green Way | 2 |
| Greenways Road | 3 |
| Orchard Close | 1 |
| Randolph Avenue | 2 |
| Scott Way/Heron way | 1 |
| Somerset Avenue | 1 |
| Station Road | 3 |
| Templar Field (SGC land) added 2021 | <u>1</u> |
| | <u>17</u> |

34 BINS

In addition to having litter bins as previously listed, the Town Council has bins at the following locations: -

| | |
|------------------------------|---|
| Barnwood Road | 2 |
| Beaufort Road | 1 |
| Broad Lane | 3 |
| Coopers Drive | 3 |
| Cranleigh Court Road | 3 |
| Eastfield Drive | 1 |
| Estoril | 1 |
| Gravel Hill | 2 |
| Gravel Hill/Peg Hill | 1 |
| Greenways Road | 3 |
| Halifax Road | 2 |
| Hampden Close | 1 |
| Kennedy Way | 1 |
| Leechpool Way, Brimsham Park | 1 |
| Milton Road | 2 |
| Moorland Road | 1 |
| Mow Barton | 1 |
| Randolph Avenue | 2 |
| Rodford Way | 1 |

| | |
|---|-----------|
| Scott Way | 1 |
| Somerset Avenue | 1 |
| Station Road (including 1 recycling bin donated by McDonalds) | 9 |
| Station Road (nr link road) | 1 |
| Sundridge Park | 3 |
| The Ridge Shops | 1 |
| Wellington Road | 2 |
| Wellstead Avenue | 1 |
| Westerleigh Road/Station Road | <u>1</u> |
| | <u>52</u> |

35 DOG BINS

The Town Council also has dog bins at the following locations: -

| | |
|---|-----------|
| Chedworth | 1 |
| Eastfield Drive | 1 |
| Greenways Road | 1 |
| Halifax Road | 2 |
| Leechpool Way, Brimsham Park | 1 |
| Peg Hill (located outside the skate park) | 1 |
| Scott Way | 1 |
| Sutherland Avenue | 1 |
| Thorns Farm | 1 |
| Woodmancote | <u>1</u> |
| | <u>11</u> |

OTHER ARRANGEMENTS

- 36 i Various Wayleave Agreements are in existence in relation to land owned by the Town Council.
- ii Highway Authority consent exists for the planting of an Oak Tree to the front of Grace Church Yate.
- iii The Town Council also has Notice Boards besides those previously listed on Wellington Road opposite the Farmhouse Pub and at Ladden Garden. There are also five Heritage Boards located around the town; Yate Railway Station, Yate Library, Cranleigh Court Road (Tyndale/Sure Start), Brinsham Fields and Kingsgate Park.
- iv The Town Council also has a defibrillator besides those previously listed adjacent to the Westerleigh Road roundabout, near the 'Road to No Where'. This will be installed in 2023 and registered with "The Circuit" – The National Defibrillator Network.

- v The Town Council undertakes annual spring cleans and other ad hoc community events which include volunteers.
- vi Yate Common is owned by South Gloucestershire Council. South Gloucestershire Council funded works undertaken on the Common by Yate Town Council in consultation with the Friends of Yate Common (volunteers) to the end of March 2013.
- vii The Town Council holds various other Civic Events besides those previously mentioned including the annual Civic Service, the annual Remembrance Service and the Volunteer Christmas and Grants Presentation evening. Events also take place when hosting the twinning exchange with Yate's twin town of Bad Salzdetfurth.
- viii The Town Council commissioned the Wellingtonia Tree Wood Sculpture, completed in February 2018, and Interpretation Board, completed in July 2019, with permission from South Gloucestershire Council. It is located on a small triangle of grassed open space adjacent to the traffic lights at the crossing on Station Road and Broadway.
- ix In 1995 the Town Council commissioned the Yate Town Coat of Arms Mural to be located on the wall next to McDonalds in the Yate Shopping Centre (approx. size 1.8m x 3.6m).
- x A raised flower bed on the junction of Station Road and Cranleigh Court Road owned by South Gloucestershire Council is maintained by the Town Council. The Town Council own and maintain 9 planters at various locations along station road.
- xi The following Dog Bins are owned by South Gloucestershire Council but are maintained by Yate Town Council.

| | |
|-----------------|-----------|
| Stanshaws Drive | 1 |
| Estoril | 1 |
| Eggshill Lane | 1 |
| Longs Drive | 1 |
| Templar Road | 2 |
| Goose Green Way | 1 |
| Wavell Close | 1 |
| Chargrove | 1 |
| Highworth | 1 |
| Milton Road | 1 |
| Church Road | 2 |
| Rodford Way | <u>4</u> |
| | <u>17</u> |

- xii A mining interpretation board has been installed at the Station Road / Kennedy Way roundabout on the grass adjacent to the Armadillo. The lozenge section displays The Kibble Skip Bucket rescued from Yate Common and the Tipping Truck donated by

David Hardwick, both restored in 2021. The circular section holds a Salt Truck donated by Bad Salzdetfurth for which Yate Town Council acts as custodian.

- xiii The following Play Areas are owned by Autumn Brook Management Company for which Yate Town Council acts as a contractor in carrying out inspections and minor repair works.

- Autumn Brook Central Play Area
- Autumn Brook East Play Area
- Autumn Brook Northwest Play Area
- Autumn Brook Agility Equipment

NB: Documents confirming ownership and land registry maps are kept within the document safe at Poole Court.

VEHICLES & EQUIPMENT

37 VEHICLES

| Vehicle | Registration No | Owned / Leased | Anticipated Renewal Date | Purchase Value |
|---------------------------------|-----------------|--|--------------------------|----------------|
| Ford Ranger | EF18 XBM | Leased – 60 month term Acquired July 2018 | July 2023 | £26,000 |
| Vauxhall Combo Van | FA16 YMR | Leased - 60 month term Acquired July 2016 | July 2021 | £12,500 |
| Peugeot Boxer Tipper | WA66 EDX | Leased - 60 month term Acquired April 2016 | April 2021 | £14,000 |
| Renault Kangoo Electric vehicle | BT18 DZL | Leased – 60 month term Acquired June 18 | June 2023 | £30,000 |
| Kutoba Mower | Y434 HEU | Owned by YTC Acquired April 2001 | 2022 | £3,000 |
| Ford 1520 Compact Tractor | J418 ODG | Leased – ongoing rental Acquired March 1992 | 2022 | £4,000 |
| Peugeot Boxer Urbie | WA17 CCJ | Owned by YTC Acquired May 2017 | 2022 | £38,000 |
| Renault Kangoo Electric vehicle | WN71 ZGC | Leased 60 month term Acquired Nov 2021 | 2026 | £30,000 |
| Ransomes MP653 Rotary Mower | HX22 DGZ | Leased 60 month term Acquired May 2022 | 2027 | £70,000 |

38 EQUIPMENT

| Equipment | Use | Owned /Leased | Anticipated Renewal Date | Purchase Value | Estimated Replace Value |
|--|--|--|--------------------------|----------------|-------------------------|
| Sisis Tractor Mounted Spiker | Aeration & drainage to grass pitches | Owned by YTC Acquired March 1992 | 2027 | £700 | £5,000 |
| Tractor Mounted Roller 1.25m | Level grass pitches after use / end of season maintenance | Owned by YTC Acquired June 1999 | 2027 | £300 | £1,500 |
| Kubota Tractor Mounted Rotovator | End of season grass pitch maintenance ready for seeding | Owned by YTC Acquired March 1992 | 2027 | £2,000 | £3,000 |
| Accupro 2000 Fertiliser Spreader | Seasonal fertilising to grass pitches | Owned by YTC Acquired January 2014 | 2022 | £500 | £500 |
| Jensen A350 Di D-1105T E 80km/h (Chipper) | Chipping of shrub/tree pruning cuttings etc. | Owned by YTC Acquired November 2018 | 2028 | £19,500 | £20,000 |
| 1x - Poly Highway Tow (110L) fitted with western Washer 200 Bar (3000psi) diesel engine pressure washer, c/w 9m hose, lance & electric start (green) | Cleaning to surfaces i.e. play area safer surface, paved areas, paths etc. | Owned by YTC Acquired April 2018 | 2028 | £4,800 | £5,000 |
| SC3000 Steam Cleaner | Graffiti removal | Owned by YTC Acquired January 2020 | 2025 | £3,750 | £3,750 |
| Ampere Deluxe (step through) EBike | Work & Casual use for Staff & Members | Owned by YTC Acquired January 2022 | 2032 | £750 | £1,500 |

LIST OF KNOWN LIABILITIES AS AT 31 MARCH 2023

As at 31 March 2023 the known liabilities of Yate Town Council are as follows:

Current liabilities (short-term liabilities) (liabilities that are due and payable within one year)

- As at 31 March 2023:
 - Creditors - £35,451.34;
 - Returnable Deposit Creditors £1,700.00;
 - PAYE & NI £13,672.45;
 - Superannuation £15,872.33.
- Salaries, NI and pension for the year 2023/2024;
- Lease payments in respect of vehicles;
- Bill payments for the year.

Non-current liabilities (long-term liabilities) (liabilities that are due after a year or more)

- Loan – Heritage Centre Yate, £33,937.69 outstanding as at 31 March 2023;
- Loan – Armadillo, Yate, £225,802.90 outstanding as at 31 March 2023;
- Loan - Multi Activity Building YOSC, Yate. £137,356.16 outstanding as at 31 March 2023;
- Pension – Yate Town Council currently has no pension deficit following the actuarial valuation in 2022 for application for the years 2023 – 2026.

Contingent liabilities (liabilities that may or may not arise depending on a certain event)

- The Parish Hall in Yate is likely to need some serious investment in the coming years.
- Ongoing maintenance of the track and all-weather pitch at YOSC.