

# ADVISORY MEETING of the members of Yate Town Council's Environment and Community Committee

Wednesday 2<sup>nd</sup> March 2022

This is an **advisory** meeting of members of the **Environment and Community Committee** of **Yate Town Council** to be held remotely via Zoom on **Tuesday 8<sup>th</sup> March 2022** between 7.00pm – 8.30pm for the purpose of transacting the business set out in the agenda below.

This meeting has no decision-making powers as the power which enabled local councils to meet remotely during the Covid-19 pandemic has been rescinded by central government. Therefore this meeting will serve to advise and inform the clerk to the council, to whom delegated powers have been granted to take decisions. Members of the public are warmly welcome to join the meeting and raise any matters under Item 4 - Public Participation.

## Join Zoom Meeting

<https://us06web.zoom.us/j/92894325093?pwd=VXMrSlkyVFIBUmdHQkhaeDBRa3dxUT09> Meeting ID: 928 9432 5093 Passcode: 366343 Phone 0131 4601196



Hayley Townsend  
Town Clerk

## Agenda

*In the exercise of Council functions, Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivering services under the public sector Equality Duty and Equality Act 2010.*

1. To Elect Chair of the advisory meeting.

2. Apologies for Absence.

3. Declarations of Interest under the Localism Act 2011

*Members who consider that they have an interest are asked to: (a) State the item number in which they have an interest, (b) The nature of the interest, (c) Whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary interest.*

4. Public Participation Session with Respect to Items on the Agenda

- To welcome representative of Learning Partnership West and to receive update in respect of Youth Work.

5. To Receive the Notes of the Environment and Community Advisory Meeting Held on 25<sup>th</sup> January 2022 (copy herewith).

6. To Consider the Following Items on the Clerk's Report:

**Item 1      Town Centre**

1/1      Town Centre Strategy Group

**Item 2      Town Council Facilities**

2/1      Estates Manager's Report

2/2      Venues Report

2/3      Armadillo Toilet/Wellbeing Room Project

2/4      Station Road Sites

2/5      Defibrillators

2/6      YOSC

(a) Commonwealth Games

2/7      Leases for Ridgewood, The Common (including pitches) and Witches Hat

2/8      Local Nature Action Plan

2/9      Community Sale of Basic Shopping Items

**Item 3      Sub Committees & Working Groups**

3/1      Events Sub-Committee

3/2      Public Rights of Way, Commons and Greens Sub-Committee

3/3      Yate Ageing Better, Health & Wellbeing Sub-Committee

3/4      Allotments Sub-Committee

**Item 4      Joint Committees**

4/1      Joint Parishes Consultative Committee

**Item 5       Reports from Outside Bodies**

**Item 6       Consultations**

- 6/1    Current Consultations
- 6/2    Urgent Consultation
- 6/3    Consultation Responses

**Item 7       Youth**

- 7/1 Learning Partnership West (LPW) Youth Provision
- 7/2 Off the Record hire of Armadillo

**Item 8       Licensing**

**Item 9       Town Twinning**

**Item 10      Carbon Net Zero Commitment**

**Item 11      Graffiti & Litter**

**Item 12      Outstanding Items**

**Item 13      Confidential Items**

*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.*

**Item 14      Considerations of Impact of decision on Climate and Waste**

# Yate Town Council Meeting of the Environment and Community Committee 8 March 2022

## Clerk's Report

### Item 1. Town Centre

#### 1.1 Yate Town Centre Strategy Group

To **NOTE** that the minutes of the meeting of the Yate Town Centre Strategy Group held on Monday 31<sup>st</sup> January 2022 were reported to the meeting of Full Council held on 22 February 2022.

### Item 2. Town Council Facilities (Including Parks, Play Areas, Properties, Assets and Facilities)

#### 2.1 Estates Manager's Report

To receive the Estates Manager's report. (Appendix 1)

#### 2.2 Venues Report

To receive a combined venues report for The Armadillo Youth Café, The Pop Inn Café and Yate and District Heritage Centre (Appendix 2).

#### 2.3 Armadillo Toilet/Wellbeing Room Project

To **NOTE**:

- officers are seeking quotes as previously reported. It has been very challenging to find contractors for this project. Contractors that approached YTC following the promotion of the project on social media, to date, have all failed to return quotes;
- The funding application to Enover Community Trust in December 2021, to the value of £40,000 for the modernisation project and to support the costs of low/renewable energy boiler replacement, was unsuccessful, officers are researching further funding opportunities.

#### 2.4 Station Road Sites

To **NOTE**:

- A meeting took place with South Gloucestershire Council representatives and Cllrs Cheryl Kirby and Chris Willmore on 25<sup>th</sup> January 2022 to discuss the Welcome Back fund element of the Station Road projects. Discussion included:
  - SGC meeting with Whirlpool about enhancing the site and possibility of a market;
  - Provision of lamppost brackets for banners along Station Road.
- A meeting of the Old Yate Sub-Committee took place on 27<sup>th</sup> January 2022 to confirm next steps in delivering the objectives of this project by November 2022. (Appendix 3)
- A meeting to discuss the Old Yate vision took place on 10<sup>th</sup> February 2022 and will report into the next Old Yate Sub-Committee meeting currently being arranged for March.

## 2.5 Defibrillators

To **NOTE**:

- An Automatic External Defibrillator (AED) has been installed at Yate and District Heritage Centre and has been registered with The Circuit – the national defibrillator network, who connect defibrillators to NHS ambulance services across the UK;
- An update on the quotes for the installation of defibrillators at Abbotswood, Brinsham Park and end of Yate Common/ “road to nowhere” have been requested;
- Further defibrillator familiarisation sessions are being offered to staff, regular tenants and volunteers to be provided by Upper Limits UK. Currently demand for the sessions is being assessed before being booked.

## 2.6 YOSC

### (a) Commonwealth Games

To receive update further to the following: *YOSC has been approached to be a host training venue for athletes during the Commonwealth Game 2022. Full details are awaited, however YOSC Ltd have been encouraged to discuss details with Brinsham Green School should school use be affected.*

To **NOTE** that YOSC provided the following update on 28<sup>th</sup> February 2022;

“We have not heard anything from the commonwealth games organising teams, so I assume YOSC will not be needed at a training area.”

## **2.7 Leases for Ridgewood, The Common (including pitches) and Witches Hat**

To **NOTE** that South Gloucestershire Council have been chased for movement on leases for Ridgewood, The Common (including pitches, the lease for which expires in 2022) and Witches Hat (the lease for which expired in September 2015).

## **2.8 Local Nature Action Plan (LNAP)**

To **NOTE**:

- The LNAP public consultation closed on 28<sup>th</sup> February 2022;
- Contact was be made with local groups involved or interested in local nature to make them aware of the LNAP consultation, to offer meetings and to request their feedback;
- An LNAP walk and talk took place at YOSC, led by the SGC Nature team. The walk of the YOSC site identified opportunities for wildlife and improvements to nature; suggestions for general improvements will be sent forward to YOSC Ltd with a request for the improvements to be immediately included in the site management processes; ideas for more significant site improvements, such as drainage, will be progressed by the CPM (LR);
- A meeting with Sodbury Town Council representatives will take place on 1<sup>st</sup> March to discuss opportunities to work together on the “green ring”;
- Officers met with the Home From Home arts consultant and the Live West Community Connector for Ladden Garden Village to discuss opportunities to incorporate the LNAP into the public art projects in the development/ surrounding area. A funding application has been submitted to the Arts Council England Let’s Create Jubilee Fund to support the cost of nature-based arts workshops, with the aim to develop a community led plan for the connecting corridor between Ladden Garden Village and Brinsham;
- Dodington Parish Council have shared their draft LNAP with YTC.

## **2.9 Community Sale of Basic Shopping Items**

Councillor Jane Price has requested this item be added to the agenda;

*“With the increase in prices I was wondering if it would be possible to and/or appropriate for the town council to buy in bulk, e.g. washing powder, pasta, etc... to sell at cost in smaller quantities to people in the community who are struggling to make ends meet. If it was possible we would need a location or locations where people could easily get, money to initially purchase the goods, volunteers, advertising. I would happily do this.”*

To consider the above suggestion.

### **Item 3. Sub-Committees and Working Groups Responsible to the Environment and Community Committee**

#### **3.1 Events Sub-Committee**

The next meeting of the Events Sub-Committee meeting is due to take place on Wednesday 6<sup>th</sup> April 2022 at 11.30am via Zoom unless otherwise notified.

#### **3.2 Public Rights of Way, Commons and Greens Sub-Committee**

- a) To **NOTE** a meeting of the Public Rights of Way, Commons and Greens Sub-Committee is due to be arranged.
- b) To receive correspondence from South Gloucestershire Council of Public Path Diversion and Definitive Map and Statement Modification Order relating to footpath LYA88 St Mary's School . (Appendix 4) (If no objections are received the order will be confirmed after 25 March 2022.)

#### **3.3 Yate Ageing Better, Health and Wellbeing Sub-Committee**

To receive the notes of the Yate Ageing Better Festival Working Group meeting that took place on 10<sup>th</sup> January 2022 (Appendix 5), and the Yate Ageing Better, Health and Wellbeing Sub-Committee meeting that took place on 25<sup>th</sup> January 2022 (Appendix 6).

To receive the notes of the Advisory Yate Ageing Better, Health and Wellbeing Sub-Committee meeting held on 22<sup>nd</sup> February 2022 (to be circulated).

#### **3.4 Allotments Sub-Committee**

To **NOTE** an advisory meeting of the members of the Allotments Sub-Committee took place on 8<sup>th</sup> February 2022. Key points were discussed as follows:

- proceeding with 8 parking spaces;
- access gate for public;
- key coded gate for car park;
- consideration for more hedging to northern side of driveway;
- inclusion of wildflower meadow;
- consideration of community orchard;
- relocating the allotments to the south side of the field and creating a dog walking space;
- tenancy agreement to be recommended to Full Council to be approved;
- A meeting to be arranged with Abbotswood Action Group representatives to discuss the group managing the allotments.

## **Item 4. Joint Committees**

### **4.1 Joint Parishes Consultative Committee**

To receive any update.

## **Item 5. Reports from Representatives on Outside Bodies service support**

To **NOTE** minutes received from outside bodies were previously circulated to Members with a request to advise if they wish to discuss matters contained therein. (Appendix 7).

## **Item 6. Consultations**

### **6.1 Current Consultations**

<b>Consultation Name</b>	<b>Link/Appendix</b>	<b>Date Circulated</b>	<b>Closing Date</b>	<b>Notes</b>
SGC All-age Learning and Disability – draft strategy consultation	<a href="#">Click here for consultation</a>	4.1.22	9.3.22	
draft Local Flood Risk Management Strategy (2022-2027) Public Consultation	<a href="#">Click here for consultaiton</a>	14.2.22	2.5.22	

### **6.2 Urgent Consultations**

To receive any urgent consultations.

### **6.3 Consultation Responses**

No consultation responses to receive.

## **Item 7. Youth**

### **7.1 Learning Partnership West (LPW) Youth Provision**

To **NOTE** that:



- Yate Town Council has signed and sealed the amendment to the SLA between Yate Town Council and LPW to extend the existing agreement until 31 March 2024;
- LPW submitted a monitoring report and financial information for quarter 3 of the 2021/2022 youth delivery contract, which was circulated to members 10<sup>th</sup> February 2022. Members advised the Clerk to progress the payment of £12,719.80;
- LPW cancelled 2 youth sessions week commencing 6<sup>th</sup> December 2021 due to positive cases of COVID within the team. LPW in this instance used their best endeavours to comply with delivering the required sessions and as a response, amended session times and extended the holiday activities to ensure delivery wasn't reduced in response to the 2 cancelled sessions.

## **7.2 Off the Record (OtR) hire of Armadillo**

To **NOTE** Off the Record were sent the following update from the RFO:

*The Finance and Governance Committee has now confirmed the rate of hire in line with the Town Council's Letting and Pricing Policy for the small meeting room upstairs of:*

*£8.70 per hour General rate and £4.35 per hour Community rate*

*Following your hire request to book the room 9am – 5pm, this would give a daily charge of £34.80. (8 hours at the Community rate)*

*Depending on the need and use of the room this would equate to £104.40 per week for Wed/Thurs/Fri or £139.20 per week for Tues/Wed/Thurs/Fri. We currently have the availability to offer the room on either option on a block booking basis from when your lease ends. If you could advise what days you would like the block booking to encompass, I will pass on the details the booking department to ensure this is arranged.*

OTR have responded to indicate that they would like to block book for Tuesday – Friday and officers are now progressing the booking to take effect following the end of their lease.

## **Item 8. Licensing**

### **a) YOSC**

Details of a New Premises Licence application for YOSC Limited were received from South Gloucestershire Council. A meeting was held on 8<sup>th</sup> February 2022 with representatives of YOSC Ltd & Yate Town Council to discuss concerns.

To agree final agreement of terms. (To be circulated)

To **NOTE** a hearing it due to take place at South Gloucestershire Council, Civic Centre, Kingswood on 7<sup>th</sup> March 2002 at 10.30 am to discuss the above application. (Councillor Chris Willmore has agreed to attend should the hearing proceed)

#### **b) Vintage Birdcage Cakery**

To **NOTE** that details of a new premises licence for Vintage Birdcage Limited were received on 3<sup>rd</sup> February 2022 and circulated on 4<sup>th</sup> February 2022. To further **NOTE** that no objections or comments were submitted. (Closing date of 3<sup>rd</sup> March 2022.

### **Item 9. Town Twinning**

To receive any updates.

### **Item 10. Carbon Net Zero Commitment**

To **NOTE** the following:

- Local Nature Action Plan (LNAP) consultation concluded on 28<sup>th</sup> February 2022; positive comments from the community have been received to date;
- The 'Reduce Reuse Recycle' page in the February "monthly round up" will feature a wildlife pond project following conversations regarding the demise of damselflies and dragon flies during the LNAP walk;
- Armadillo boiler low energy replacement is being pursued; quotes for an air source heat pump are awaited;
- MAF funding has been offered by Cllr Ben Nutland to fund rainwater harvesting/ recycling systems at Yate Heritage Centre, Armadillo Youth Café and the YMCA garden;
- MAF funding has been offered by Cllr Ben Nutland to fund the rewilding of the Armadillo Youth Café Garden and Poole Court. This project will also feature the installation of PPE recycled plastic planters to compliment the PPE recycling facility available in Poole Court;
- The YTC Stiches for Survival campaign COP26 panel will be framed and displayed in Poole Court; this panel is a piece of history that demonstrated YTC's commitment to addressing the climate crisis with world leaders;
- Lighting will be replaced at the Bowls Pavilion (kitchen, DDA toilet, ladies toilet, gents toilet and corridor). These lights have reached the end of their life cycle and require replacement with LED fittings;
- A smartflower solar lighting system was considered by the members of Climate and Planet Sub-Committee; a decision was taken that this product would not be suitable for installation at most YTC sites and work to obtain quotes for solar roof panels should continue;
- Cllr Willmore and the Estates Manager will meet with Bristol River Avon Trust to discuss opportunities to participate in the Yellow Fish Campaign, a campaign to raise awareness of water sources by marking drains headed for rivers such as the River Frome;

- LED lighting was installed in the car park at Poole Court; three units were replaced and three were reconditioned as they were still in good condition. All lighting units were refurbished with solar panel heads and LED light units;
- Recommendations have been made to YTC staff for reducing office waste in stationery and office supplies;
- Contact has been made with Integra to establish if the YTC internet search engines can be fixed to a sustainable supplier that donates money from interest searches to environmental and social causes;
- An application for funding has been submitted to SGC Community Brightside round 2 for grants of £500; an outcome is awaited. Application made was for PPE bins at all YTC managed buildings including:
  - Armadillo Youth Café (additional bin);
  - Kingsgate Workshop;
  - Parish Hall;
  - Pop Inn Café;
  - Sunnyside Bowls Pavillion;
  - Sunnyside Football changing rooms;
  - Yate Heritage Centre;
  - YMCA.

## **Item 11. Graffiti and Litter**

To **NOTE** recent graffiti reported at Cranleigh Court shop area will be painted over as soon as weather permits.

## **Item 12. Outstanding Items**

To **NOTE** status of pending log (Appendix 8).

## **Item 13. Confidential Items**

*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.*

### **13.1 Confidentiality Confirmation**

To **RESOLVE** to enter confidential session if required: *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.*

To receive any confidential items.

To **RESOLVE** to return to public session.

#### **Item 14. Consideration of Impact of Decision on Climate and Waste**

To consider if there are any impacts on climate and waste following discussions during this meeting.

**Estates Manager's Report to the Advisory Meeting of  
Members of the Environment and Community  
Committee to be held on Tuesday 8<sup>th</sup> March 2022**

**Item 1. Grounds Maintenance General**

**1/1 General**

To **NOTE** tree surveys are being arranged for various sites for April 2022.

**1/2 Localism Contract**

To **NOTE** the new Localism Contract has been signed and returned to South Gloucestershire Council which includes the transfer of 17 dog bins to Yate Town Council from the 4<sup>th</sup> of April.

**1/3 Coat of Arms**

To **NOTE** the following response has been received from the contractor.

*'I am so sorry this is taking so much longer than intended. The main issue has been the metalwork element which we have had some intermittent help with. We are reliant on a metalworker. All the ceramic pieces are ready to apply to the metal shield once it is in place and painted.'*

*In addition to what was specified to do, we have also made a couple of replacement crystal structures that occupy the top left quadrant. All four crystals were taken off as it became rather obvious that if when we paint the new bottom right quadrant then the top left one will look rather scruffy. We are not going to ask any extra for this.*

*I think we should have it ready by mid-March, but I'll keep you posted.'*

**1/4 Salt Truck**

To **NOTE**;

- a) South Gloucestershire Council has agreed to remove the old bedding plants from the salt truck.
- b) South Gloucestershire Council will look into quoting for the restoration of the salt truck but have advised *'it's not really our area of speciality especially if it requires metal restoration and I am very short staffed now'*. We are looking at other options as well.
- c) South Gloucestershire Council has shared their risk assessment for working on the roundabout and this is being reviewed and added to Yate Town Council risk assessments for when we undertake works.

- d) South Gloucestershire Council has shared their training coordinator's contact details and we have enquired about costs to train the Estates Team in signing and guarding awareness when working on the highway.

### **1/5 Soil Bunds**

To **NOTE** further information regarding the utilities survey for Randolph Avenue is awaited. Specification of the bund has been agreed and expected timeline of works is March.

### **1/6 Spring Clean**

To **NOTE** that the Yate & Sodbury Clean Up Community Group have been contacted regarding locations including the Brinsham Park area near the shops for a spring clean event on Saturday 26<sup>th</sup> March. An update to be provided at the meeting.

### **1/7 Yellow Fish Campaign**

To **NOTE** a meeting between Bristol Avon Rivers Trust and Yate Town Council has been arranged for Tuesday 8<sup>th</sup> March 2022 to discuss the Yellow Fish Campaign.

The yellow fish scheme is an Environment Agency project that builds on an international approach to protecting the environment. It involves stencilling a yellow fish symbol beside drains to remind people that any waste entering them may go directly to the nearest stream, river, lake, canal, beach or bathing water - causing pollution and killing wildlife.

### **1/8 E-Scooter Trial**

Further to information received in respect of South Gloucestershire Council E-Scooter Trial. (Received at the Advisory Meeting of the Planning & Transportation Committee on 1<sup>st</sup> March 2022)

To **NOTE** signage being made (as previously agreed) for Kingsgate Park, Brinsham Fields and Millside Play Area includes the wording 'No E-Scooters' & 'Cyclists please dismount';

**Item 2. Open Space (Abbotswood, Cambrian/Halifax Rd, Wellington Rd, Goose Green, Longs Drive, Lye Field, Millside, Poole Court to Mound, Rodford Playing Field, St. Marys Green, Tyler's Field, Witches Hat, Yate Rocks)**

## **2/1 Tyler's Field**

To **NOTE** a company has been sourced that can use recyclable plastic materials to replace the steps. A quote is expected, and an order will be placed.

## **2/2 Lye Field**

To **NOTE** following a resident's request for additional tree planting at Lye Field open space, three Oak & three Sycamore trees have been ordered.

## **Item 3. Parks (Brinsham Fields and Lake and Kingsgate Park)**

### **3/1 Brinsham Fields and Lake**

#### **a) Tree Planting**

To **NOTE** that x3 Malus Apple 'Cox' Orange Pippen and x3 Pyrus Pear 'William Bon 'Chortian' will be planted on Sunday 6<sup>th</sup> March in conjunction with Ladden Garden Village Residents. This is to replace the Ash Trees that were recently removed.

### **3/2 Kingsgate Park**

#### **a) Toilets**

To **NOTE** due to vandalism, repairs are required including rewiring inside the DDA cubicle and the replacement of the push button opening door system.

#### **b) Dodington Brass Band**

To **NOTE** that permission has been granted for Dodington Brass Band to perform in the park on Sunday 31st July 2022, Sunday 21st August 2022, Sunday 25th September 2022.

**Item 4. Play Areas General (Abbotswood Play Area, Brinsham Play Area, Eggshill Lane Play Area, Howard Lewis Play Area, Kingsgate Play Area/Kickabout, Lye Field Kickabout, Longs Drive Play Area, Millside Play Zone, Millside Play Area, Peg Hill Skate Board and BMX Park, St. Marys Play Area, Tyndale Avenue Play Area, Wellington Road, Kickabout Area/Open Space, Witches Hat Play Area, Yate West Kickabout)**

**4/1 General repair log**

To **RECEIVE** the Play Areas repair log. **APPENDIX 1.**

**4/2 Kingsgate Play Area**

To **NOTE** x3 replacement bridges have been replaced.

**Item 5. Properties (Armadillo, Heritage Centre, Parish Hall, Poole Court, Pop Inn Café, YMCA)**

**5/1 Armadillo**

To **NOTE**;

- a) Investigations into replacing the heating boilers are being made. The current boilers are becoming faulty on a regular basis.

**5/2 Heritage Centre**

To **NOTE**;

- a) Evac chair has been replaced with a newer modern model.
- b) A deep clean was carried out on Friday 18<sup>th</sup> February 2022.

**5/3 Parish Hall**

To **RECEIVE** the officer report and consider recommendations for works to be carried out at the Parish Hall by Yate Men's Shed. **APPENDIX 2**



## **5/4 Poole Court**

To **NOTE**;

- a) On 2<sup>nd</sup> March 2022, Poole Court was set up to become a Drop Off point for donations to be sent to support the crisis in Ukraine.
- b) Six car park lights have been replaced to solar powered LED lighting;
- c) A deep clean was carried out on Saturday 12<sup>th</sup> February 2022;
- d) Evac chair has been replaced with a newer modern model.

## **5/4 YMCA**

To **NOTE**;

- a) A new main entrance door has been installed to meet DDA regulations;
- b) A new water heater has been installed in the kitchen.

## **5/5 Wi-Fi**

To **NOTE**;

- a) **YMCA** – Wi- Fi has been installed at the venue within agreed budget.
- b) **Parish Hall** – Civil works to provide a cable to the venue has been agreed within budget and expected to be installed before 11<sup>th</sup> March followed by the connection works with in the two weeks after install.
- c) **Bowls Pavilion** - Civil works to provide a cable to the venue has been agreed within budget and expected to be installed before mid March followed by the connection works with in the two weeks after install.

## **Item 6. Sports Facilities (Ball Court at Howard Lewis Play Area, Bowls Green and Pavilion, Sunnyside Sports Field, Common Playing Field and Changing Rooms, Sunnyside Tennis Courts, YOSC)**

### **6/1 YOSC**

To **NOTE**;

- a) The Pole Vault wear sheet has been collected by the supplier and we are waiting to hear on a timeline for a sheet to be returned;
- b) Uneven/sunken slabs have been re-laid;
- c) A deep clean of track surface has been arranged for week commencing 21<sup>st</sup> March 2022.

## **6/2 Bowls Pavilion**

To **NOTE**;

- a) The bowls season is expected to start 11<sup>th</sup> April;
- b) A deep clean of the building has been carried out 2<sup>nd</sup> March 2022;
- c) In consultation with the Climate & Planet Sub-Committee, it has been agreed to replace existing 10no. light fittings with 6no. LED Amenity light fittings and 4no. LED Linier light fittings at a cost of £782;
- d) Pre-season preps around the green including power washing of paved areas and the ditch.

## **Item 7. Street Furniture (Dog Bins, Litter Bins, Noticeboards and Town Seats)**

### **7/1 Bus Shelters**

To **NOTE** following a claim that has been submitted for a replacement bus shelter that was removed at Cranleigh Court Road due to damage from a vehicle hitting it, authorisation from Zurich Insurance to proceed has been confirmed and works are awaited.

## **Item 8. Vehicles and Machinery (Ford Ranger, Peugeot Boxer Tipper, Urbie, Renault Kangoo, Electric Vauxhall Combo)**

### **8/1 Machinery**

To **NOTE** the expected delivery of the new Ransomes ride on mower in April has been delayed until early August.

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## Play Area Repair Log

To **NOTE** this spreadsheet will not contain minor repairs such as loose or worn fixings, replacing bark pit rails etc

Site Name	Asset Name	Fault Description and Date	Finding Notes	Action	Risk Level Before Action	Risk Level After Action	Estimated completion
St. Mary's Play Area	Pedal Roundabout	January 2021 Bearings and runners faulty from wear and tear	Beyond repair	Remove and supplier contacted for repairs (repairs not possible). Quotes received and E&C agreed to replace March 2020. Due to covid delayed.	Medium	Low	Spring 2022
Kingsgate Play Area	x3 Bridges	April 2021 Wear to fixings and ropes	Beyond repair	Bridges removed at access points to specific areas closed. X3 bridges ordered following consultation with members.	Medium	Low	Installed 16 <sup>th</sup> February 2022
Kingsgate Play Area	Zip Wire	May 2021 Timber support posts flex when zip wire in use	Concerns that fixing bolts are worn due to movement	Seat removed and second opinion sought. Advised this maybe beyond repair and company seeking clarification from zip wire specialists.	Medium	Low	To investigate funding for works.
Kingsgate Play Area	Pull up rope	May 2021 Rope misuse caused	Beyond repair	Rope removed and new ordered	Medium	Low	Installed 16 <sup>th</sup> February 2022

		damaged to rope material and metal core					
Brinsham Fields Play Area	Bridge	June 2021 Timber is decayed.	Concerns on fixing points in timber due to rot	Remove bridge. Estates Manager seeking further advice through RoSPA	Medium	Low	To investigate funding for works.
Millside Play Area	Agility rope walk	July 2021 Rope fixing points worn beyond repair	Beyond repair	Removed and quotes, options being sought.	Medium	Low	March 2022
Witches Hat Play Area	Swing Basket	July 2021 Timber frame showing signs of rot	Top beam above the basket swing show signs of advanced rot.	Basket removed, supplier contacted and chased for a response as opinion of Estates Manager is that this timber should not rot as quickly.	High	Low	TBC
Peghill Skate Park	Fun box	August 2021 Damage & wear to surface of board along edge	The board to be replaced	The equipment is still useable, but the board requires replacing. Supplier contacted for quote regarding replacement.	Low	Low	March 2022

## **Yate Men's Shed – Officer Report of Table Tennis Expansion Requests at Parish Hall**

### **Background:**

Yate Men's Shed have been awarded a grant from the Quartet 'Express Grants' fund. (Grant Conditions attached) Part of this grant award included covering the cost of purchasing an extra table tennis table for use at the Parish Hall.

Currently Yate Men's Shed hire out the Parish Hall for table tennis sessions for members of the community. They have access to x2 tables which are owned, insured and stored by Yate Town Council at the Parish Hall. The table tennis session is at capacity and has a waiting list.

The current table tennis storage cupboard on site at the Parish Hall, was funded and assembled by Yate Men's Shed with the permission of Yate Town Council and can house x2 table tennis tables comfortably but not a third table.

There is a section of the flooring in the main hall which originally housed a stage, which has left the floor uneven. We identified that the space required for the use of 3 table tennis tables, would mean utilising the uneven space which presents a trip hazard when using a greater footprint of the hall.

### **Yate Men's Shed Requests:**

Yate Men's Shed has requested that Yate Town Council considers the following requests to enable table tennis sessions to expand:

At the cost of and all works undertaken by Yate Men's Shed:

1. to extend the internal storage cupboard to house x3 table tennis tables;
2. To board a section of the uneven floor to provide a larger footprint to enable additional capacity use in the main hall; approx. 1m x 2m.



**Things to consider:**

A site visit took place 27 January 2022 where the Estates Manager, Community Projects Manager and a Yate Men's Shed Representative. During this visit

- increasing the size of the storage cupboard wouldn't encroach on storage space required for Yate Town Council's assets currently being stored;
- no immediate concerns were raised with partially boarding the uneven flooring to provide a bigger footprint in the Main Hall;

**Officer Recommendation:**

Considering the requests from the community group, Officers would recommend that subject to:

1. Works to be overseen by the Estates Manager;
2. The third table tennis table being purchased by Yate Men's Shed who will as owners of this asset, insure and maintain this item.
3. The storage of the table tennis table coming under YMS existing storage agreement that they have in place with Yate Town Council.

The following works to be undertaken at the Parish Hall by Yate Men's Shed:

1. Increase the storage cupboard to house x3 table tennis tables;
2. Boarding the section of flooring, which is uneven, addressing trip hazard concerns.

## **Environment & Community Venue report**

**Period Covering:** E&C Committee 25.01.22 – E&C Committee 08.03.22

Following the latest Government announcement (with effect from 24<sup>th</sup> February 2022), to encourage safer behaviours within our venues we recommend the following actions are taken by staff, volunteers and customers;

- Wear a face covering in crowded and enclosed spaces, especially where you have contact with people you do not usually meet;
- Let in fresh air;
- Keep a safe distance from others;
- Stay at home if you feel unwell;
- Take a test if you have COVID-19 symptoms;
- Stay at home and avoid contact with other people if you test positive;
- Wash your hands and follow advice to 'Catch it, Bin it, Kill it';
- Use hand sanitiser provided.



### **Armadillo Youth Café & Venue**

#### **Venue/Youth**

##### **1. Successes**

- A Community Brightside funding application was approved for £500.00 to purchase new picnic benches for the Armadillo Garden project.
- Member Awarded Funding was offered to the Armadillo Garden project - thanks to Cllr Ben Nutland - for new furniture, a rainwater recycling system and to enhance the garden planting, improving the build environment for nature and to make the garden feel more inviting to new and existing customers. Following a significant volume of use during the pandemic the garden is in much need of a refresh.
- Armadillo door access upgrade has taken place. Due to the old systems compatibility issues and security being paramount, a new system was ordered and quickly installed.
- A new bright red baize has been fitted to the pool table. It is a welcome change to the standard green we've had for many years. We've had lots of great comments from our young customers.



- British Sign Language (BSL) online training is underway. It is anticipated the Armadillo admin team will complete level 1 by April;
- We've researched suppliers for the confectionery we sell – a new supplier has been identified in Bristol; they provide an extensive range of products sure to delight our customers.
- We are constantly searching for environmentally friendly upgrades for the products we use at Armadillo – the latest is eco-friendly washing up scourers.
- The PPE in recycling box is now two thirds full, which is a great success following the ITV news clip. A Community Brightside application has been submitted for a further bin.
- The body worn camera has been put in place for youth sessions.
- The Armadillo stand alone policies were reviewed in line with broader YTC policies and a new document for procedures was created, including a new behaviour management process.

## 2. Challenges

- Finding/attracting suitable candidates for the Venue Assistant vacant posts. After two unsuccessful rounds of advertising and interviews we are yet to fill the positions.
- Staff have had to deal with some challenging situations and behaviours from the public in recent months. The Community Projects Manager has been liaising with police, safeguarding agencies and those involved.
- Stormy weather forced us to close the building on the 18<sup>th</sup> of February. Thankfully Storm Eunice left no lasting damage.



### 3. Opportunities/ Future plans/Decisions to be taken

- Quotes for a new low energy/renewable energy boiler at Armadillo are being sourced.
- A garden tidy has been diarised for the beginning of April. The Estates team working alongside Armadillo staff will spend the week painting, planting, and installing new equipment. Before and after images to follow for the next E&C meeting.
- A Community Brightside funding application has been submitted for healthy cooking workshops (to the value of £500)
- The team are reviewing opportunities for new food labelling legislation, and how the Armadillo can support customers to make better food choices in support of a balanced lifestyle;
- The team are researching funding opportunities for the toilet modernisation project.

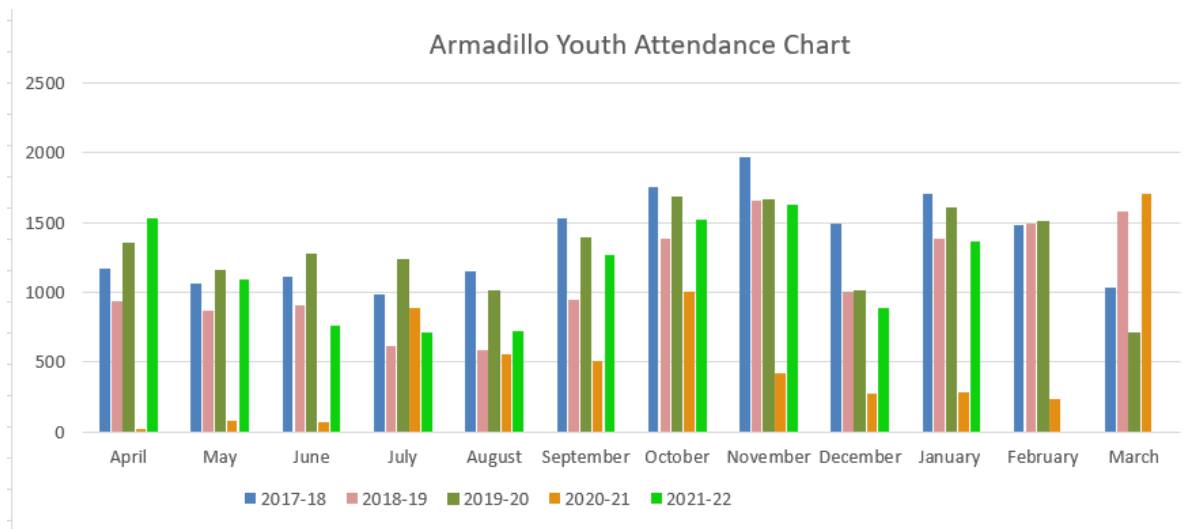
### 4. Youth Sessions update

- Youth sessions continue to thrive. Plans and dates for summer youth sessions are already being discussed.

### Youth attendance table/ graphs

Month	Attendance (young people attending Zoom/ triage/ support groups and contacted on detached)
Jan	1364
Feb	To follow

2017-18		2018-19		2019-20		2020-21		2021-22	
April	1167	April	936	April	1351	April*	22	April	1528
May	1066	May	865	May	1153	May*	77	May	1091
June	1110	June	907	June	1271	June*	67	June	763
July	981	July	617	July	1232	July**	886	July	712
August	1149	August	590	August	1014	August**	557	August	726
September	1534	September	946	September	1386	September	509	September	1267
October	1756	October	1384	October	1684	October	1008	October	1518
November	1975	November	1662	November	1666	November	415	November	1630
December	1488	December	1001	December *	1006	December	270	December	890
January	1709	January	1384	January	1602	January	280	January	1364
February	1484	February	1495	February	1503	February	230	February	
March	1035	March	1576	March	706	March	1708	March	
	16454		13363		15574		6029		11489



## **The Pop Inn Café**

### **Venue:**

#### **1. Successes**

- Working with Morrisons Yate, 5 teapots and 1 display tray were donated free of charge to the Pop Inn Café;
- Alongside the popularity of vegan products across supermarkets and local cafes, the Pop Inn Café is trialling dairy-free milk and hot drink products including oat and coconut latte;
- Recycled Eco fibre scourers have been purchased to replace the plastic ones which were at their end of life;
- Since taking on new volunteers, the wider volunteer team have successfully prevented any unexpected closures;
- The Venue Operations Assistant (VOA) has been able to purchase teacakes at a reduced price, increasing profit margins;
- Two additional café chairs were purchased to increase capacity;
- A deep clean of the venue took place on 25<sup>th</sup> February 2022.

#### **2. Challenges**

- Afternoon sessions (minus Tuesdays) are still experiencing low footfall;
- Repair required to a broken blind (the Estates Manager is in the process of raising an order for the works).

### 3. Opportunities

- As the weather improves, we will be able to make use of the outdoor seating, increasing capacity and reinforcing we are back open for business;
- Music hour is back from Wednesday 2<sup>nd</sup> March 2022 once a month and we are looking to increase sessions if more musicians come forward which we hope will increase footfall;
- Following the Yate Ageing Better, Health and Wellbeing Sub-Committee meeting that took place on 22<sup>nd</sup> February, plans for launching the dementia friendly session on a Friday at the Pop Inn are moving forward and the VOA, Cllrs Sandra Emms and Cllr Chris Willmore will be visiting existing local memory cafes to meet the volunteers and learn more about their successes;
- The South Gloucestershire Over 50's Forum visited the Pop Inn Café for a morning as a trial, to engage with the customers on a range of community initiatives and ideas. This went well and we hope to strengthen our working relationship with the group;
- The Pop Inn Café will work with the Armadillo to try to explore offering some 'Better for you' options at both venues to promote healthy lifestyles.

### 4. Finance/Business/Governance/Committee updates

- A Community Brightside application to procure a 'reworked' PPE recycling bin for the Pop Inn Café was submitted in February and the outcome is awaited;
- The next Pop Inn Café Management Committee meeting is scheduled for the 10<sup>th</sup> March 2022 at 2.45pm.



### **Yate & District Heritage Centre**

#### **Venue:**

##### 1. Successes:

- Councillor Penny Thoyts, as part of her post-graduate museum course, has agreed to work with YHC to go through our collections to update marking and recording systems. Being able to use recently acquired knowledge and expertise as well as enthusiasm, will be a great benefit to YHC.

- YHC has secured funding for a Roman History event in July and £900 towards this year's International Festival.
- Sixties Yate has proved popular and has been the main draw for visitors coming to Yate during February.
- YHC is extending the hours for Saturdays from 10am to 1pm to 10am to 3pm. It is hoped that YHC continues to attract volunteers to sustain this situation.
- Member Awarded Funding was offered to accessibility improvements - thanks to Cllr Ben Nutland. The funding will be used to purchase tablet devices and listening equipment to support users with additional needs and languages to access YHC content, e.g those with visual impairments will be able to listen to audio recorded content, and visitors can use read back and translation software to assist with reading and writing.
- YHC have been supporting the content research for the Poole Court artwork projects which is near completion.

## 2. Challenges:

- Visitor figures for the weekdays are now around what they were before March 2020. Saturday figures are still lagging behind. Saturdays often had proportionately more research visits. YHC will aim to promote this side of our service more.
- Securing extra volunteers remains a challenge.
- Some half term workshops on one day were cancelled due to Covid19. The workshops will be rearranged for future school holidays.

## 3. Opportunities/Future Plans:

- YHC is waiting on funding decisions for online streaming equipment. Most of this is secured apart from an ATEM converter. News of funding should be forthcoming by late February.
- The YHC team and the Armadillo Apprentice will be undertaking a rebrand of YHC in the coming months to revamp marketing and to redesign YHC's business identity as part of YTC, with the aim to grow audiences and improve the quality of communications.
- Working with Service Support team on the YHC content on the YTC website;
- YHC will support the Old Yate projects with an exhibition in the YMCA and a heritage trail on Station Road, details tbc.
- Liaising with Natural History groups for an exhibition linked to climate change.

#### 4. Finance/Business/Governance/Committee updates:

- YHC Trust made an application to Community Brightside for a video camera to support the digital work of YHC. If successful, YHC will be able to video capture lectures and other popular content for sharing on social media.

#### 5. Service Updates

- YHC now opens 10am to 1pm and on Saturday from 10am to 3pm from March 2022. Visitors are steadily coming at the earlier time.

<b>Date</b>	<b>Visits (children in brackets)</b>	<b>Evening</b>	<b>Holiday Activities</b>	<b>School Visits (loan boxes in brackets)</b>
01 April 2021		66	22(8)	
01 May 2021	11	65		150(120)
01 June 2021	32(3)	44	25(16)	127(90)
01 July 2021	51(9)	30		
01 August 2021	96(23)		63(35)	
01 September 2021	807 (161)	17		180(180)
01 October 2021	115(14)	14	70(44)	60(60)
01 November 2021	88(3)	11		69(69)
01 December 2021	68(4)	95(25)		81(31)
01 January 2022	194(107)	19	0	162(162)
01 February 2022	106(1)	35	26(17)	0
01 March 2022				
<b>Total</b>	<b>1400(322)</b>	<b>396(25)</b>	<b>206(120)</b>	<b>760(643)</b>

**NOTES OF THE ADVISORY MEETING OF THE OLD YATE STRATEGY SUB-COMMITTEE, HELD ON THURSDAY 27 JANUARY 2022 FROM 2.00PM – 3.00PM 2022 VIA ZOOM.**

**PRESENT:** Yate Town Councillors – Tony Davis, John Ford (part-meeting), Cheryl Kirby, Alan Monaghan, Ray Perry, Jane Price, Karl Tomasin (ex-officio) and Chris Willmore.  
Phil Jones (Estates Manager) & Paul Carroll (Finance Manager)  
Sue Walker (Local Resident)

**1. Election of Chair of the Advisory Meeting of the Sub-Committee**

It was agreed that Cllr Cheryl Kirby would chair this advisory meeting.

**2. Apologies for Absence**

No apologies for absence were received.

**3. Declarations of Interest under the Localism Act 2011**

No Declarations of Interest under the Localism Act 2011 were received.

**4. Welcome Back Fund Project Updates**

**NOTED** works to install a defibrillator at the Parish Hall have been completed.

**4.1 Abbotswood Mobility Scooter ‘Shelter’**

A discussion about the shelter options were considered (Appendix 1) and the following was **NOTED**:

- Councillor Tony Davis to be included in any discussions relating to Abbotswood as the representative for the area;
- There is cover overhead immediately outside of the shops at Abbotswood; the space outside of McColls (which is owned by Yate Town Council) could be utilised for some secure sheltered park for mobility scooters and buggies;
- Feedback to be gathered from those using the area via notices and conversations with McColls, Abbotswood Action Group, St Nix and local residents;
- It would be useful for feedback to be received at the next Sub-Committee meeting to identify next steps in procuring the shelter.

## 4.2 Project Timeline

(a) The following Welcome Back fund SLA objectives (to complete by mid November 2022) were **NOTED**:

- *Purchase and install an external defibrillator (Parish Hall);*
- *Create and landscape a Community Garden (YMCA);*
- *Purchase and install a sheltered electric scooter/buggy park (Abbotswood);*
- *Launch an artisan market (subject to the outcome of the licensing appeal at Yate Shopping Centre);*
- *Launch 'Old Yate' as a brand promoting new community garden and having its own social media entity.'*

(b) The proposed Officer Project Timeline and objectives within were discussed (Appendix 2) and it was **NOTED** that the proposed project timeline refers to objectives specified within the 'Welcome Back Fund' and whilst this is useful it does not drive nor restrict Town Council projects that sit within the wider strategy of Yate Town Council's 'Old Yate Vision'.

It was suggested that Cllrs Jane Price and Chris Willmore work with the Community Projects Manager (LR) to draft the 'Old Yate Vision' to bring back to the group at the next Sub-Committee meeting to include:

- Better connecting and promoting areas as part of 'Old Yate' and the Station Road corridor including:
  - Cranleigh Court Shops;
  - Sunnyside Playing Fields;
  - Yate Railway Station down to the Lozenge Roundabout;
  - Integrating Eggshill play area and open space into the community buildings on Station Road.
- Ensuring the above connections are made by progressing the following (not yet in priority order):
  - Open up the YMCA courtyard/rear garden space including removing the old stone wall between the YMCA and Parish Hall (stones to be repurposed on site wherever possible);
  - Landscaping the rear garden and taking back overgrowth to the boundary;
  - Creating an accessible pathway and entrance point to Eggshill Lane Park at the rear of the YMCA and extending the rear garden by relocating the green fence further forward;
  - Install planters in the courtyard area and accessible raised bed in the rear garden (made by Yate Men's Shed);
  - Remove the old wooden pillars and square 'sandpit' structure (Estates team to carry out at no cost to the fund);
  - Install artwork from the Heritage Centre inside the YMCA on the walls (Community Projects Manager to acquire and the Estates team to install);

- Providing a shelter to the rear or side of the YMCA to enable flexible use of the space;
- Improving the overall image of Station Road by installing additional planters along Station Road subject to funding and suitable locations agreed by the Estates Manager (see item 5.5 below);
- Working with residents to tend to the existing and additional planters along the Station Road Corridor and Yate Station;
- Promoting the 2 venues for hire under one name 'Station Road Halls' which would increase the number of hire slots for parties etc;
- Considering hosting Heritage events, exhibitions about the history of the area and community picnics/relocating existing Yate Town Council events to the Station Road Venue across the 2 Halls (YMCA and Parish Hall) and Eggshill Lane Play Area open space;
- Lamp post banner and bracket installations installed along the existing Station Road lamp posts in time for the Queen's Jubilee;
- Considering a mobility scooter/buggy secure shelter at Cranleigh Court Road and indoor scooter space for both Station Road Halls improving security and encouraging visitors;
- Installing x2 street art pieces; one on the Parish Hall Committee Room wall facing Station Road and a second piece located on the rear of the YMCA over the old mill doors;
- To look at the accessibility of the rear entrance to the YMCA and fire exit door and identify ways to improve accessibility;
- Installation of Electric Vehicle Chargers at the front of the Parish Hall;
- Reviewing parking to the rear of the Station Road Venue Halls;
- Running a community event to mark the 90 years of Station Road, to include a heritage laminated photo trail which could be put together by local Schools;
- Launching the brand of 'Old Yate' once the outdoor projects have concluded.

(c) A meeting with South Gloucestershire Council Officers took place on 25<sup>th</sup> January. The Officers reported that they need to meet with Whirlpool to discuss working with the site to better support the high street and hope to provide an update by the end of February.

(d) The funding position for the Old Yate Strategy Projects were **NOTED** as follows:

- £10,000 – Welcome Back Funding SLA;
- £10,000 match funding from YTC (agreed at E&C 21.09.21);
- £500 secured via Community Brightside for recycled planters;
- A further £10,213 is available within Project Support Earmarked reserves to cover additional items not listed within the SLA if the funds are fully utilised to carry out the existing requirements; subject to council approval for use of those funds.
- We have committed approximately £1,973 from the above funding for:
  - Parish Hall defibrillator;
  - Contribution towards YMCA DDA compliant door.



## **5. YMCA**

### **5.1 Building Updates**

It was **NOTED** that the following items have been completed on site:

- The installation of x2 internal fire doors;
- The wiring of the kitchen oven.

It was further **NOTED** that works in progress include:

- Installation of hot water boiler in kitchen;
- Replacement of entrance doors for new DDA ones – due to be installed from w/c 7<sup>th</sup> February 2022.

*(Councillor John Ford left the meeting)*

### **5.2 Community Open Day**

It was **NOTED** that the community open day (originally proposed for January 2022) will be coordinated once:

- the vision document for the Old Yate Strategy Projects is created and agreed by the sub-committee;
- the front doors are replaced, ensuring access to the building is DDA compliant, the hot water boiler unit has been installed in the kitchen and outdoor works concluded.

### **5.3 Finance Hire Updates**

It was **NOTED** that the Finance team have:

- Ordered a banner to promote the venue hire of the YMCA which will be installed by the Estates team once received; estimated by end of February;
- Been offering the YMCA as a venue to prospective hirers including U3A, and so far there is one regular booking on a Friday.

The wider hire strategy for the YMCA was discussed and it was advised that from April 2022:

- The hire of the YMCA be promoted and dealt with in line with hire options at the Parish Hall, for example parties, sports clubs, community support groups, public hire space and such activities;
- The use of the garden be included with any hire of the building;
- The use of the community kitchen be included with any hire of the building (Signage to be put in place asking hirers to clean and replace equipment used at the end of booking, and setting out an asset list);

- To review the cleaning requirements between Bookings and the Estates Manager as YTC takes on more hirers.

#### 5.4 Wellbeing Cafe at the YMCA

It was **NOTED** that further to the Health and Wellbeing report received by the Yate Ageing Better, Health and Wellbeing Sub-Committee (Appendix 3), this item will be explored further by that Working Group and report progress back to this Sub-Committee before it can be taken forward by this group.

##### **Supportive Café;**

The following excerpt from the Supporting Mental Health Report (Appendix 3) was **NOTED**:

*'We have in mind something that would only be say 3 days a week, and could be used for a memory café, young mums or other groupings the other days.'*

*The ideal solution would be if an existing community café, the Candle for example, felt they would welcome this as part of their work. It might be they would want a bigger venue, or kitchen for example, and we might be able to help. (The YMCA longterm offers a perfect venue in terms of size and layout for this sort of facility).*

*We recommend the Town Council starts an open ended exploration of this with the Candle, in light of their experience of running a community café.'*

It was further **NOTED** that the following actions had been progressed:

- The Candle visited the YMCA to find out more about the venue and our aspirations; however, they were unable to commit to progressing anything at the venue at the time;
- The YMCA now has an accessible kitchen facility, disabled toilet and planned works will improve access to the building and community garden space;
- The YMCA strategy is being taken forward by the 'Old Yate Working Group'.

A discussion about the supportive café took place and it was **NOTED** that the group would benefit from more information from the Yate Ageing Better, Health and Wellbeing Sub-committee before taking a decision on how to move forward at the YMCA.

The Community Projects Manager (LR) will explore with Members of the Yate Ageing Better, Health and Wellbeing Sub-Committee and report back to the Old Yate Subcommittee for consideration at the next meeting.

#### 5.5 Community Brightside Grant Application

It was **NOTED** that a successful grant application of £500.00 has been secured via the South Gloucestershire Council's 'Community Brightside' Scheme to provide

planters made of recycled pandemic PPE, via the company 'Reworked' who create sustainable furniture.

A discussion about the application took place and thanks were given to Officers involved in the grant award. It was **NOTED** that Members are interested in utilising these planters as additional features along the Station Road Corridor instead of at the YMCA which the Community Projects Manager will explore with the Grants team at South Gloucestershire Council.

## **6. Date of Next Meeting**

It was **NOTED** that:

- The Environment and Community Committee meetings during the 'Welcome Back' Fund project timeline will take place as follows:
  - 8th March;
  - 24th May;
  - 19th July;
  - 20th September;
  - 8th November;
- It would be beneficial for the Sub-Committee to meet mid-February prior to the next Environment and Community Committee meeting and for Members to confirm the date and time of the next Sub-Committee meeting via Doodle Poll.

Further to initial Member discussions, Officers are keen to better understand the needs and design of the scooter shelter before we research and seek quotations to progress the shelter objective of the 'Welcome Back Fund'.

## Option 1:

Multi use shelter around £1,600 to purchase plus installation costs



## Option 2:

Sheffield bike rack installed with bolts at varying spaces under existing sheltered space outside shops to enable scooters/wheelchairs/prams to use:

These are around £60 per unit



Welcome Back Fund Timeline 2022	Phase 1			Phase 2			Phase 3			Phase 4	
	January (E&C 25th)	February	March (E&C 8th)	April	May (E&C 24th)	June	July (E&C 19th)	August	September (E&C 20th)	October	November (E&C 8th)
1. Defibrillator at Parish Hall	Complete										
2. Procure and install Abbotswood buggy park				Deadline							
3. Launch of Old Yate	Work with strategy group to finalise marketing strategy for 'old yate' including possible creation of a logo including social media page/events required and who will administer these moving forward					Launch Deadline					
4. Open up the YMCA Courtyard/rear garden space- To include removal of x2 pedestrian gates and the old stone wall between YMCA and Parish Hall (Stones to be repurposed on site as planters or border stones. Also removal of the curb stones, sandpit and old play equipment left over by previous tenants. One accessible gate to be installed to enable visitors to access the rear of the YMCA		Source quotes for works and get Member feedback on progressing order and works		pre mobilisation discussions	Works undertaken on site	Deadline					
4. Create an accessible entrance into Eggshill park at the rear of the YMCA- To include overgrowth to be cleared and fencing removed to be replaced with accessible gate, levelling off rear garden and installing DDA path up to the YMCA rear entrance		Estates team to clear overgrowth in rear garden	Seek quotes for accessible pedestrian gate x2 and levelling garden	Present quotes to Members for decision on contractor to progress with and works undertaken on site			Deadline				
5. Relocate 'green fence' at the rear of the YMCA- The green fence to be 'moved forward' closer towards the Parish Hall		Source quotes for works	Present quotes to Members for decision to proceed	pre mobilisation discussions	Works undertaken on site	Deadline					
6. Raised beds		Source quotes for works and seek member feedback to progress works on site		Installation planters in the courtyard area (to be coordinated with Yate Mens Shed) and additional accessible raised bed installed in the rear garden		Deadline					
7. Street Art Mural about the environment, bees, 'welcome to old yate' to be featured on the wall of the Parish Hall committee room that faces the road				Advertise the opportunity to quote for mural	Source quotes and present to Members for decision	Works start on mural	Deadline				
8. Procure and install 'artwork' from the Heritage Centre artefacts inside the YMCA with some history about the area						Acquire artefacts on long term loan from DH at YHC to feature within the YMCA with some historic blurb for each one to be installed by Estates team	Deadline				
9. Community Celebration Event 'Afternoon BEE party' garden party style event in the YMCA and garden/courtyard & Press release					Coordinate the community celebration event with press release, photoshoot and grant monitoring form			Deadline			
Additional Objectives to be explored outside of WBF if funding permits											
1. Installation of Electric charging points at the rear of the Parish Hall											
2. Providing a shelter to the rear or side of the YMCA to enable flexible use of the space											
3. Install artwork on the rear of the YMCA on the 'mill doors'											
4. Reviewing parking at the rear of the buildings											

## **Support for people with a mental illness in Yate**

### **Report to Yate Ageing Better, Health and Wellbeing Committee**

**By Penny Thoyts, Sandra Emms, Chris Willmore**

**January 2019**

We have identified three issues affecting those experiencing acute phases of mental illness in Yate for which the Town Council could provide help, working in partnership with other organisations.

There are many major gaps in health and welfare provision, but have focussed on areas where there is something practical we can immediately identify. Most of our recommendations are about meeting people to talk about ways forward, so that the Town Council can be a catalyst for and facilitator of change, rather than becoming locked in as a direct provider.

Beyond these immediate steps, listening to people who access things like the supportive café would provide an agenda for future work – ensuring we are open and responsive so that we can agilely respond to new ideas.

1. Transport.
2. Supportive Café
3. Advocacy and Advice
4. Happy to Chat
5. Carers groups

#### **1. Transport**

Transport is a challenge for people who are not elderly or disabled, but are unable to drive (temporarily or long term) because of mental illness or medication being used to manage illness. Primary care is provided at Southmead and Secondary care at Thornbury or Kingswood. There is no longer a mental health team based in Yate – they moved to Thornbury because it was cheaper. In some phases of illness medical care will travel to the patient's home, this does not apply throughout the illness. Both Thornbury and Kingswood are tricky bus journeys with infrequent services. Whilst Green Community Transport will provide hospital transport if it is for medical treatment, there are significant gaps. As an example, Southern Brooks run a wellbeing group in Cranleigh Court. But many of the people who would benefit live too far away to be able to walk, cannot drive, and cannot access community transport. We suggest the first step would be to meet Green Community Transport to explore what can be provided and then to promote that.

#### **2. Supportive Café**

This is the biggest single issue the group identified. The Pop Inn Café came into being because Bill Hargreaves identified that when he was widowed, loneliness did not come to order on eg Tuesday afternoon when there was a club. He envisaged a café where people could come any time and find a welcome face and someone to talk to.

The Pop Inn that evolved was limited to over 50s, because we picked up a particular concern about older people feeling marginalised in cafes locally, finding them noisy. The issues Bill identified, are not confined to elderly people. There is nowhere people under 50 (or over 50 but not identifying with the Pop Inn brand image) in Yate who are lonely, depressed or suffering from other mental illnesses can go and sit, in a friendly atmosphere, with a coffee or without. The Candle provides a useful drop in café, but its awareness is low amongst those advising people who are suffering with a mental illness. This is not about a professional day centre, of a kind that might be provided for dementia, learning or other disabilities – this is about a friendly welcoming place where you can come for half an hour or all day, to sit, drink tea or maybe do a puzzle or join a knitting group. Volunteers would need basic mental health awareness training and DBS checks, but would not be providing professional support.

Many of the things in the Ageing Better report apply to this broad group of people as well – the benefits of cooking together, sharing comfort food and having a welcoming social space.

One big difference from the Pop Inn ethos is that this would ideally be combined with an advice service, as there is a massive lack of information / advice about what is available locally, so it would benefit from having a small office and lots of leaflets. The café would be a volunteer run facility and would very consciously not offer professional support services – in the same way as the Armadillo does not set out to provide professional support to troubled young people but relies on the police and specialist agencies.

We have in mind something that would only be say 3 days a week, and could be used for a memory café, young mums or other groupings the other days. The ideal solution would be if an existing community café, the Candle for example, felt they would welcome this as part of their work. It might be they would want a bigger venue, or kitchen for example, and we might be able to help. (The YMCA long term offers a perfect venue in terms of size and layout for this sort of facility). We recommend the Town Council starts an open ended exploration of this with the Candle, in light of their experience of running a community café.

The existence and promotion of such a venue through mental health nurses and services to those who might benefit, would provide a way of supporting people, but also finding out from them what other needs exist.

### **3. Advocacy and Advice**

There is a lack of advocacy and advice for people with mental illnesses locally. There are a number of general wellbeing groups, but they do not offer advice and advocacy. So, for example, someone in the midst of an acute phase of mental illness is expected to complete the Personal Independence Payment Forms entirely on their own with no support. These are daunting forms. Some local authorities fund Advocacy and Advice services. Mind used to be funded to provide this locally, but that funding was withdrawn. Swan now provide some advocacy and advice services

on behalf of South Gloucestershire, but it does not seem to extend to this type of help. CAB could provide advice and help, but they do not do home visits. We recommend that Yate Town Council asks to meet South Glos social services at a senior level to understand what they think is available (which may not be the same as what is available on the ground).

**4. Happy to Chat**

This approach offers a really good way of connecting people. We would like to see it extended in the way being suggested as part of the Ageing Better action plan eg to some chairs in doctor's surgeries, a table in shopping centre cafes, pubs, benches in the shopping centre etc. It enables people to talk, without risking rejection. Could the Town Council approach doctors, cafes, shopping centre owners and pubs to share the idea and encourage its take up?

**5. Carers groups**

The Kingswood secondary treatment centre advertises support groups for people caring for those with mental illness in many places. Bristol and South Gloucestershire Councils support carers through the Carers Support Centre. There are specific local groups in some places, but we have not been able find one in Yate.

We recommend the Town Council meets with the Avon and Wiltshire Mental Health Partnership to find out what is available and assess with them how best to plug gaps in Yate.



**PUBLIC PATH DIVERSION AND DEFINITIVE MAP AND STATEMENT MODIFICATION  
ORDER**

**HIGHWAYS ACT 1980  
WILDLIFE AND COUNTRYSIDE ACT 1981**

**SOUTH GLOUCESTERSHIRE COUNCIL  
(FOOTPATH LYA 88 AT ST. MARY'S SCHOOL, YATE) PUBLIC PATH DIVERSION AND  
DEFINITIVE MAP AND STATEMENT MODIFICATION ORDER 2022**

This order is made by South Gloucestershire District Council ("the authority") under section 119 of the Highways Act 1980 ("the 1980 Act") because it appears to the authority that in the interests of the owner of the land crossed by the footpath described in paragraph 1 of this order it is expedient that the line of the path should be diverted.

This order is also made under section 53A(2) of the Wildlife and Countryside Act 1981 ("the 1981 Act") because it appears to the authority that the definitive map and statement for the former Sodbury Rural District require modification in consequence of the occurrence of an event specified in section 53(3)(a)(i) of the 1981 Act, namely, the diversion (as authorised by this Order) of a highway shown or required to be shown in the map and statement.

St. Mary's Church of England Primary School, Church Road, Yate, South Gloucestershire, BS37 5BG has agreed to defray any compensation which becomes payable in consequence of the coming into force of this order and any expenses which are incurred in bringing the new site of the path into a fit condition for use by the public.

**BY THIS ORDER:**

1. The public right of way over the land situate at Yate and shown by a bold continuous line on the map contained in this order and described in Part 1 of the Schedule to this order shall be stopped up after 10 days from the date of confirmation of this order, and thereupon the former Sodbury Rural District definitive map and statement shall be modified by deleting from it that public right of way.
2. Where immediately before the date on which the footpath is diverted there is apparatus under, in, on, over, along or across it belonging to statutory undertakers for the purpose of carrying on their undertaking, the undertakers shall continue to have the same rights in respect of the apparatus as they then had.
3. There shall from the date of confirmation of this order be a public footpath over the land situate at Yate described in Part 2 of the Schedule and shown by a bold broken line on the map contained in this order, and thereupon the former Sodbury Rural definitive map and statement shall be modified by adding that footpath to it
4. The former Sodbury Rural District definitive map and statement shall be modified as described in Part 4 of the Schedule to this order.
5. The rights conferred on the public under this order shall be subject to the limitations and conditions set out in Part 3 of the Schedule.

**AUTHORITY FOR SEALING**

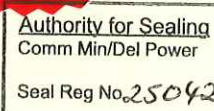
COUNCIL RESOLUTION:	Public Rights of Way & Commons Registration Sub Committee
COMMITTEE MINUTE:	27 of 09.09.2021
INITIALS:	DF

Given under the Common Seal of South Gloucestershire District Council on the 9<sup>th</sup> day of February 2022.

THE COMMON SEAL of  
SOUTH GLOUCESTERSHIRE  
DISTRICT COUNCIL was hereunto  
affixed in the presence of:-

  
Head of Legal Governance & Democratic Services

Solicitor



## SCHEDULE

### PART 1

#### **DESCRIPTION OF SITE OF EXISTING PATH OR WAY**

That length of public footpath **LYA 88** in the Unitary District of South Gloucestershire in the Parish of Yate from Point A (grid reference ST 7147 8280) where it meets the adopted highway at Church Road, running in a generally west south westerly direction through the school grounds for a distance of 65 metres to the path alongside the main school entrance at Point B (grid reference ST 7141 8278) shown by a bold black line marked A - B on the map contained in this order.

### PART 2

#### **DESCRIPTION OF SITE OF NEW PATH OR WAY**

From Point C (grid reference ST 7140 8276) where it meets the adopted highway at School Road running in a north easterly direction down the side of a building at the southern side of the church car park for a distance of 15 metres to Point D (grid reference ST 7141 8276) then turning to a north north westerly direction for a distance of 17 metres along the school pathway to Point B (grid reference ST 7141 8278) where it meets the unaffected part of LYA 88 alongside the school entrance road. Having a width throughout of 1.5 metres and shown by a bold broken line marked C - D - B on the map contained in this order.

### PART 3

#### **LIMITATIONS AND CONDITIONS**

Position of path or way to which limitations or conditions apply

Limitations and conditions

Point D (grid reference ST 7141 8276)

1.2 metre pedestrian gate



## PART 4

### MODIFICATION OF DEFINITIVE STATEMENT

Variation of particulars of path or way

The Definitive Statement is to be modified by the addition of the length of footpath described in Part 2 of the Schedule with description as follows:-

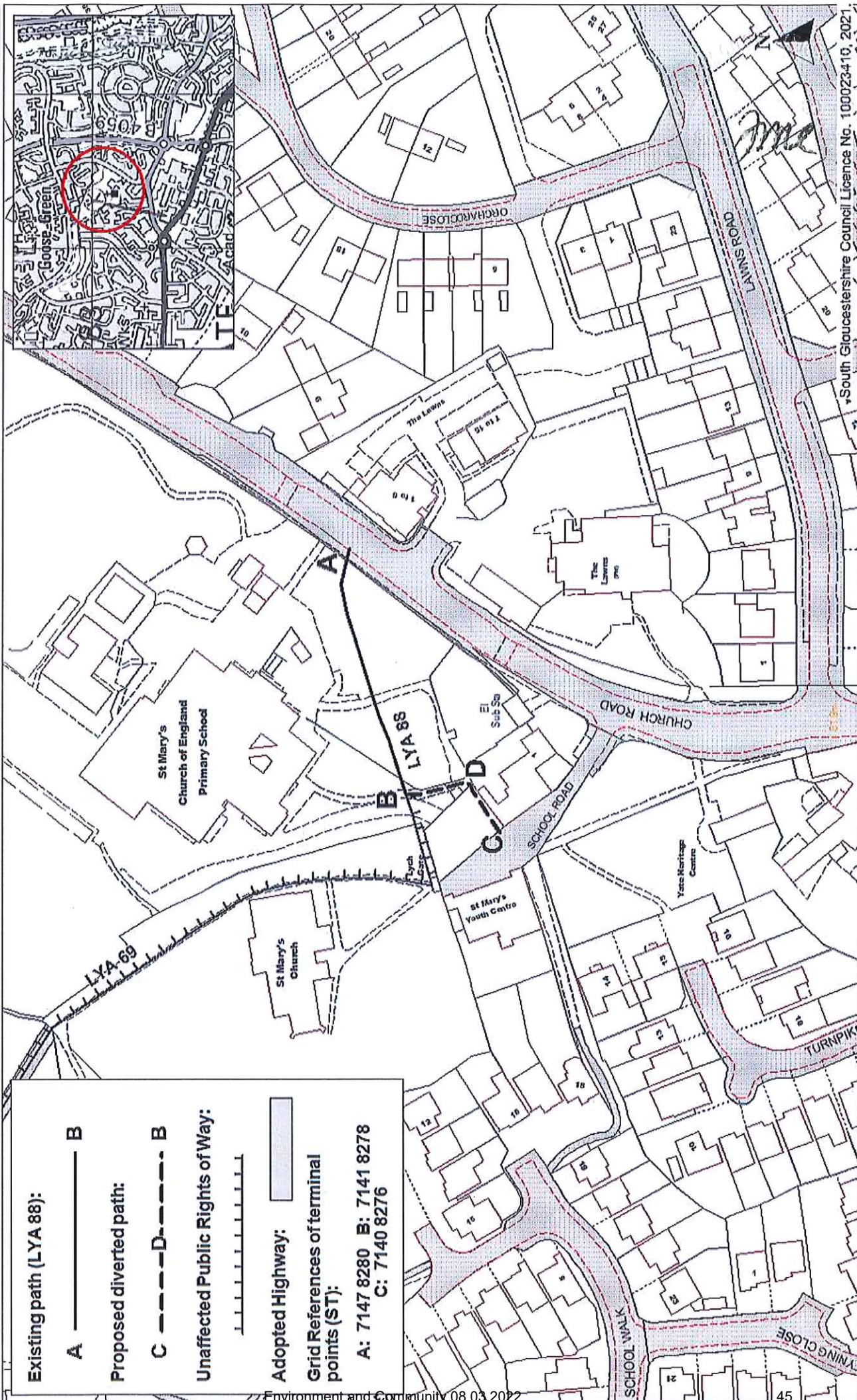
Description of Route								Reason for Inclusion
Class & Right of Way Ref.	From		General Direction		To			
	County Road or Right of Way	Location	Grid Ref (ST)		County Road or Right of Way	Location	Grid Ref (ST)	
FP LYA 88	School Road	Parking area for St. Mary's Church and Youth Centre	7140 8276	NE	FP LYA 69	Lych Gate entrance to St. Mary's Church	7139 8277	Submitted by Parish Council & shown on 6" OS Glos 69 Edition of 1924 – from Sodbury Definitive Statement relevant date 1954.  South Gloucestershire Council (Footpath LYA 88 at St. Mary's School, Yate) Public path Diversion and Definitive Map and Statement Modification Order 2022



September 2021

Map No: 495 PT.6855

Scale: 1:1250 at A4



10.1.2022

**NOTES OF THE ADVISORY MEETING OF THE YATE AGEING  
BETTER FESTIVAL WORKING GROUP HELD ON MONDAY 10<sup>TH</sup>  
JANUARY 2022 FROM 11.30 AM VIA ZOOM**

**Attendees:**

Yate Town Councillor Chris Willmore.

Yate Town Council Officers:

Community Projects Manager (LR)

Heritage Officer

Venues Operation Officer

Community Projects Officer

Venues Operation Assistant

Community Support Apprentice (part  
meeting)

**1. TO ELECT A CHAIR FOR THE MEETING**

**AGREED** that Cllr Chris Willmore Chair this meeting.

**2. APOLOGIES FOR ABSENCE**

Apologies of absence were received from:

Yate Town Councillors: Jane Price and Sandra Emms.

Yate Town Council Officers: Estates Manager

**3. YATE AGEING BETTER FESTIVAL 2022**

It was **NOTED** that further to the Environment and Community meeting held on Tuesday 9<sup>th</sup> November 2021 notes of the Yate Ageing Better (YAB) Advisory Sub Committee were received and minute number 4.3 stated that the **RECOMMENDATIONS** contained therein be actioned.

- To allocate a budget of £1,000.00 to deliver the Yate Ageing Better Festival event in 2022 (Budget for 2021 was £1,000.00 and the spend was £588.00 but plans to expand and increase advertisements will require additional funding).
- The festival to take place on 14th July 2022 from 11am - 2pm.

To discuss the YAB Festival 2022 draft proposals (appendix 1) and agree a way forward.

- Thanks, were extended to last year's participants and some feedback was received from participants of last



year's festival and it was generally positive.

- In order to get a broader reflection of last year's event it was **RECOMMENDED** to gather further feedback from the first Yate Ageing Better Festival, by sending out a structured feedback form to all participants from last year's event as well as to those who were unable to attend.
- **Date and Timing** – to ask for confirmation in the feedback form that Thursday 14<sup>th</sup> July is a suitable date (the date fits in with the YTC calendar):
- **Venues** – after discussion it was agreed that the focus of the festival is to showcase what those nearing retirement and the retired want to do in Yate and with opportunities to explore activities and support available, rather than to promote the town council premises. However, the town council venues offer a wide variety of opportunities for the older generation as the wider community, so an integral part of the event.  
**Yate Heritage Centre** – Although the Heritage Centre received visitors who hadn't been there before (in spite of the appalling weather), the main footfall was between the Pop Inn Café and the Armadillo. It was agreed that the Yate Heritage Centre would have a presence in the shopping centre in 2022 with possibly a marquee with interactive activity and signposting for the Heritage Centre.  
**Armadillo** – offers plenty of space for a wet day.  
**Pop Inn café** - benefits from passing footfall.  
To explore how the Armadillo and the Pop Inn café can be physically linked to encourage a greater connection between the two.  
To consider creating a trail between the 2 venues and speaking to Shopping Centre Manager about potentially using an empty shop to create more of a trail in the shopping centre.  
To **NOTE** the food market takes place on a Saturday in the shopping Centre.
- **Entertainment**
  - **Open topped bus** - To explore the possibility of having an open topped bus for guided tours of Yate with the Heritage

Officer, promoting interest in local history and opportunities for involvement in the Yate and District Heritage centre and local history groups.

Alternatively, the open top tour bus could be promoted at the festival but take place later in the summer, with a staff member or volunteer dressing as a bus conductor. Heritage Officer to explore further.

- **Music** – The music programme really engaged attendees, particularly the choirs. It was agreed the day needs to be shortened as the footfall disappeared towards mid-afternoon. The focus for any musical entertainment in 2022 should be on local choirs and musicians promoting opportunities to join local groups.
- **Interactive activities/demonstrations** – to explore/invite community groups who can offer opportunities to demonstrate what their group does eg art and pottery.

- **Food Traders**

- From feedback received from last year's event, visitors had indicated that they would like to have been able to purchase quick food for lunch. The Armadillo and Pop Inn Café could offer a cream tea which is straightforward to organise. Sandwiches more complicated because of issue with a variety of fillings with concerns with allergens.
- The Pop Inn Café and the Armadillo were so busy it would be very difficult to be offering anything other than simple refreshments. Venue Operations Officer to discuss further with Yate Shopping Centre Manager, options of a mobile food stall, licensing issues and who is currently has permission to sell food from a mobile unit.



- **Business involvement**
  - It was agreed that if businesses were represented at the festival a small fee should be charged. Community/support groups would have no charge.
- **Yate Shopping Centre**
  - A meeting to be arranged with Shopping Centre manager to discuss:
    - Potential impact in change of ownership of the shopping centre.
    - Bringing in mobile food stall: ie ice cream
    - Could bringing the Birdcage Cakery into the shopping centre be an option?
    - Sponsoring event
    - Involving businesses in the shopping centre with festival. Eg. Dementia awareness. Can't Wait Scheme
    - An opportunity to reach out to the economic power of the elderly people.
- **Business sponsorship**
  - To consider contacting businesses who may like to sponsor event.
- **Vouchers for refreshments**
  - To explore further the voucher system used last year on promotional leaflets eg numbered ticket on venue doors:
    - in order to give a better idea of numbers involved;
    - Design in a way that will encourage people to attend
    - Consider a prize draw with number?

## **4. TO AGREE A WAY FORWARD**

### **ACTIONS**

- Feedback form with return date – to be drafted and sent out and responses collated – Community Projects Officer
- Arrange a meeting with shopping Centre Manager – Venues Operations Manager
- Proposals to be reported to the Yate Ageing Better Health and Well Being meeting to be held on Monday, 17th January 2022.
- To check when the sandpit is installed.
- To suggest opportunity for folk tent at Yate Rocks at the next Events meeting (Wednesday 19<sup>th</sup> January 2022).

## **5. DATE FOR THE NEXT MEETING**

To doodle a date for the next meeting when responses received from feedback in early February 2022.

L:\Projects\Older People\Yate Ageing Better\Events\Yate Ageing Better Festival 2022\Meetings\notes  
10.1.2022\Yate Ageing Better Health and Well Being Committee 17.1.2022 Reporting to E and C  
25.1.2022

## Yate Ageing Better Festival 2022

### Proposals

Thursday 21 October 2020

The Yate Ageing better Working group met for a debrief and it was agreed by all that the 2021 Yate Ageing Better Festival had proven to be a great success. From the experience gained by the working group we would like to make the following proposals for the festival in 2022.

This year the festival was held on Thursday 30<sup>th</sup> September, prompted by the councils wish for the festival to take place in 2021 after delays due to Covid 19 and because Friday 1<sup>st</sup> October was the International Day for Older Persons. It was decided to hold the festival on the Thursday as opposed to the Friday as there are regular bookers and also on a Thursday there was a ready audience in the attendees of the coffee and cinema sessions at the Armadillo.

### **Date**

It is proposed that the annual festival takes place next year on Thursday 14<sup>th</sup> July. A Thursday works very well with the current cinema and coffee sessions, offering a ready audience. It was determined that a summer date, prior to the summer holidays and spaced nearly three weeks after Yate Rocks and prior to the international festival in Yate would allow YTC staff and members time to prepare. A summer date would also be more conducive in attracting older people to attend as stall holders and visitors, as well as being more suitable for performers. It would also allow for community and charity groups to have stalls outside in the garden at the Armadillo as well as in the open space outside the Pop Inn Café.

### **Timing**

To reduce the hours of the festival in 2022 from 11.00am till 2.00pm to focus on the centre of the day, when people are shopping, out for lunch and prior to school pick up times, which can involve grandparents.

### **Venues**

The Armadillo Youth Centre and Venue and the Pop Inn Café were the centre of activities being positioned in close proximity with a lot of pedestrian movement between them. Yate and District Heritage Centre had a steady flow of visitors throughout the afternoon, at a future festival in order to make the venues more cohesive to consider:

- Coinciding the opening of the Heritage Centre with their Annual Open Day;
- Ensuring greater publicity for activities taking place;
- Or to bring the Heritage Centre into the centre of Yate for the festival, in the area outside the Pop Inn café, in order:
  - to promote;
  - to have a handling display in a marquee;
  - to have an organised history walk from the shopping centre;
  - alternatively to source an open top bus (as used at the 25<sup>th</sup> Anniversary of Yate Railway Station) for a history tour.

### **Entertainment**

To invite Terry to organise the musical entertainment, inviting local groups where possible. The musical entertainment provided by intergenerational musicians and vocalists was an integral part of the festival. Shortening the hours the festival is held will help to ensure an audience for all involved.

The stage in the shopping centre (wind allowing) would be better suited to be positioned in the centre of the shopping centre walkway so that the sound can circulate the shopping centre.

### **Food Traders**

To consider discussing market type stalls with Yate Shopping Centre management or opportunities for existing food outlets to sell food outside.

### **Community Groups/Charities represented**

To look at engaging South Gloucestershire Council:

- One you
- Walking to health
- Library Services

### **Yate Leisure Centre**

#### **Additional festival style stalls**

To consider the addition of stalls that promote hobbies and interests, such as musical instrument makers and????

## **Yate Shopping Centre Management**

To meet early on the planning of the YAB Festival to invite the shopping centre to be more actively involved in the festival with potential sponsorship/stage/food outlets/entertainment.

- **Publicity**
- **Banners**
- **Social media**
- **Leaflets/vouchers**
- **Press releases**
- **Word of mouth**

## **Businesses/sponsorship**

## **Planning for 2022**

Initial meeting once authorisation is given to commence in January 2022.

Save the date promotions to start.

**NOTES OF THE ADVISORY MEETING OF THE YATE AGEING BETTER, HEALTH AND WELLBEING SUB-COMMITTEE, HELD 25<sup>th</sup> JANUARY 2022 FROM 11AM-11.45AM VIA ZOOM**

Present: Yate Town Councillors - Sandra Emms & Cheryl Kirby.  
Yate Town Council Officers – Lori Ramsay (Community Projects Manager), Carene Whiting-Hays (Venues Operation Officer), Stephanie Thorne (Venues Operation Assistant) and Sally Johnston (Community Projects Officer).

**1. ELECTION OF CHAIR OF THE ADVISORY MEETING**

Councillor Cheryl Kirby was elected as Chair for this advisory meeting.

**2. APOLOGIES FOR ABSENCE**

**NOTED** 6 month leave of absence has been granted to the following committeemembers (at Full Council 7<sup>th</sup> September 2021):

- Councillor John Gawn;
- Councillor Penny Thoyts.

Apologies for absence were received from:

-Yate Town Councillors, Karl Tomasin, Chris Willmore and the Estates Manager.

Councillor Jane Price was absent.

**3. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011**

No Declarations of Interest under the Localism Act 2011 were received.

**4. ANNUAL ACTION LIST REVIEW**

4.1 The 2021 Completed Actions Log (Appendix 1) was **NOTED**.

4.2 The following Member updates were received and **NOTED**:

a. Work with Yate Shopping Centre Manager to request meeting to discuss improving the shopping centre for those visiting with Dementia including colour coding 4 shopping centre exits	It was reported that Cllr Jane Price has advised that Yate Shopping Centre has advised they will be colour coding the planters throughout the Shopping Centre by the end of January.
--	--

b. Cllr Sandra Emms to work with Yate Shopping Centre Manager to try to establish Dementia Friendly Shopping commitments and prepare a list of shops that are dementia-friendly	Cllrs Sandra Emms confirmed this is yet to progress.
c. Churches Together in Greater Bristol 'Becoming a Dementia Friendly Church Resource Pack'  Cllrs Sandra Emms and Chris Willmore to review the <i>Churches Together in Greater Bristol</i> 'Becoming a Dementia Friendly Church Resource Pack'	Cllr Sandra Emms confirmed this is yet to progress.  No further Officer support required at this time.

### 4.3 ACTIONS IN PROGRESS REQUIRING MEMBER FEEDBACK

The project actions requiring Member feedback (Appendix 2) were received and **NOTED**.

A discussion about each line item took place and Members supported a transfer of line item 2 (subject to further Member feedback to be obtained via email), over to the concluded spreadsheet as this is an ongoing activity with no start and finish point. The Community Venues staff to report any updates or concerns customers raise to the sub-committee 'as and when'.

The Community Projects Manager to circulate the appendix via email, to obtain feedback on the appendix in readiness for the next meeting of the sub-committee.

## 5 WELLBEING ITEMS TO REVISIT

It was **NOTED** that prior to the COVID19 pandemic, the sub-committee received a Member report about supporting people with a mental illness

Thanks were extended to Members involved in preparing the report.

It was further **NOTED** that feedback on any suggested ideas be sought from absent Members of the sub-committee on the 5 themes below before the ideas are progressed.

### 5.1 Transport;

An update from Green Community Transport (GCT) was received and **NOTED**:

*'Transport is a challenge for people who are not elderly or disabled, but are unable to drive (temporarily or long term) because of mental illness or medication being*

*used to manage illness. Primary care is provided at Southmead and Secondary care at Thornbury or Kingswood.*

*There is no longer a mental health team based in Yate – they moved to Thornbury because it was cheaper. In some phases of illness medical care will travel to the patient's home, this does not apply throughout the illness. Both Thornbury and Kingswood are tricky bus journeys with infrequent services.*

*Whilst Green Community Transport will provide hospital transport if it is for medical treatment, there are significant gaps. As an example, Southern Brooks run a wellbeing group in Cranleigh Court. But many of the people who would benefit live too far away to be able to walk, cannot drive, and cannot access community transport.*

*We suggest the first step would be to meet Green Community Transport to explore what can be provided and then to promote that.'*

A discussion about community transport took place and it was further **NOTED** that GCT is committed to exploring any additional funding opportunities/grants with Yate Town Council to widen its offer in Yate

## **5.2 Supportive Café;**

The following excerpt from the Supporting Mental Health Report was **NOTED**:

*'We have in mind something that would only be say 3 days a week, and could be used for a memory café, young mums or other groupings the other days.*

*The ideal solution would be if an existing community café, the Candle for example, felt they would welcome this as part of their work. It might be they would want a bigger venue, or kitchen for example, and we might be able to help. (The YMCA longterm offers a perfect venue in terms of size and layout for this sort of facility).*

*We recommend the Town Council starts an open ended exploration of this with the Candle, in light of their experience of running a community café.'*

It was further **NOTED** that the following actions had been progressed:

- The Candle visited the YMCA to find out more about the venue and our aspirations; however, they were unable to commit to progressing anything at the venue at the time;
- The YMCA now has an accessible kitchen facility, disabled toilet and planned works will improve access to the building and community garden space;
- The YMCA strategy is being considered by the 'Old Yate Strategy Sub-Committee' and will be removed from the agenda of Yate Ageing Better, Health and Wellbeing Sub-Committee.



### 5.3 Advocacy and Advice;

The following excerpt from the Supporting Mental Health Report was **NOTED**:

*'There is a lack of advocacy and advice for people with mental illnesses locally. There are a number of general wellbeing groups, but they do not offer advice and advocacy. So, for example, someone in the midst of an acute phase of mental illness is expected to complete the Personal Independence Payment Forms entirely on their own with no support. These are daunting forms.'*

*'Some local authorities fund Advocacy and Advice services. Mind used to be funded to provide this locally, but that funding was withdrawn. Swan now provide some advocacy and advice services on behalf of South Gloucestershire, but it does not seem to extend to this type of help. CAB could provide advice and help, but they do not do home visits.'*

*'We recommend that Yate Town Council asks to meet South Glos social services at a senior level to understand what they think is available (which may not be the same as what is available on the ground).'*

It was **NOTED** that Cllr Penny Thoyts and the Venues Operations Officer met with social care representatives during early stages of the pandemic. Now that the pandemic has moved on, another meeting may be worth pursuing to establish updates on available service provision in Yate.

A discussion about reconvening another meeting took place and it was recommended that the Community Projects Manager follow up with social care representatives to coordinate.

### 5.4 Happy to Chat

The following excerpt from the Supporting Mental Health Report was **NOTED**:

*'This approach offers a really good way of connecting people. We would like to see it extended in the way being suggested as part of the Ageing Better action plan eg to some chairs in doctor's surgeries, a table in shopping centre cafes, pubs, benches in the shopping centre etc. It enables people to talk, without risking rejection.'*

*'Could the Town Council approach doctors, cafes, shopping centre owners and pubs to share the idea and encourage its take up?'*

It was further **NOTED** that Yate Town Council currently has 3 designated benches or tables (at indoor venues) with 'Happy to Chat' signage at the following locations:

- Abbotswood;

- Kingsgate Park;
- St Mary's Green;
- Table at the Pop Inn Café.

Members discussed the Happy to Chat initiative and subject to further feedback from fellow sub-committee members, this requires no further Officer action at this time and will be removed from the agenda.

## 5.5 Carers Groups

The following excerpt from the Supporting Mental Health Report was **NOTED**:

*'The Kingswood secondary treatment centre advertises support groups for people caring for those with mental illness in many places. Bristol and South Gloucestershire Councils support carers through the Carers Support Centre. There are specific local groups in some places, but we have not been able find one in Yate.'*

*'We recommend the Town Council meets with the Avon and Wiltshire Mental Health Partnership to find out what is available and assess with them how best to plug gaps in Yate.'*

Contact was made with 'South Glos Mental Health Carers Support Group' in early December 2021 and the below update was received:

*'The mental health carers groups are still running - we re-started in August 2021. However for this month January 2022 we will not be meeting as usual because of the high Covid-19 infections levels.'*

*'Usually we meet every third Tuesday from 2.30 to 4.30 pm at Yate Library. At the moment attendance at meetings is by invitation only because of limits on numbers given by the venue we use.'*

*'If you have any enquiries people can still keep in contact either via this email or on my mobile which is 07768 318215. If needed we can arrange a phone appointment or face to face meeting in a safe way.'*

Members discussed the update provided and subject to further feedback from Members not present at the meeting, agreed to promote the existing provision via the Yate Town Council Social Media pages.

## 6 UPDATES FROM EXTERNAL STAKEHOLDER & GROUPS OF INTEREST

In early December, contact was made with the following external groups to obtain stakeholder updates:

- **Green Community Transport;**

The following update from the Manager of GCT was **NOTED**:

*'Our covid measures are still in place, increased cleaning/social distancing/ppe etc. We are very busy with medical appointments and ask for as much notice as possible for these to help us be able to accommodate them. With enough time we can shuffle other things about if needs be. We have helped people get their boosters and will travel to UWE or Bath racecourse if necessary.*

*Our voluntary car team have been back on the road for a few months now, passengers pay them £0.45 per mile and a £1.50 admin fee to the office, the majority of hospital appointments are covered with this service. Friends of GCT trips are as popular as ever, we are enabling each passenger to get on at least one trip, as we are still socially distancing we still have reduced capacity on the buses, so we're trying to make it as fair as possible. That being said most passengers are getting on 2-3 trips per month and we will prioritise a passenger's favourite trip if we can! We've decided that until cases fall below 50 per 100,000 in South Glos our covid measures will remain in place.*

*We are applying for a lottery grant at the moment, we've had another 2 new vehicles in 2021 and hope the passengers are happier with the much improved heating systems! We've also been able to do quite a few newsletters this year thanks to grants and they have been really well received by our passengers.*

*We are closed for Christmas, our last day is the 23<sup>rd</sup> this year and we have a bus on the 29<sup>th</sup> and 30<sup>th</sup> then we are closed again and reopen on the 4<sup>th</sup> of Jan. '*

- **Age UK South Gloucestershire;**

No updates were received for this meeting.

- **Yate Active Lifestyle Centre;**

It was **NOTED** that the following classes run at Active Yate Leisure Centre throughout the week:

- Osteoarthritis class;
- Walking football;
- Lane swimming;
- Aerobics 60+;
- MS class.

- **South Gloucestershire Over 50's Forum.**

An update from the Over 50's Forum was received and **NOTED**:

*'We are keen to attract people over 50 of working age as we feel sure they have issues we are not hearing or requiring information.*

*We are organising a meeting for this age group.*

*Our Members meetings on-line 2nd Monday of the month continue and I send*

out the link about a week before, anyone not a member is welcome if they let me know in advance at [southglosover50s@gmail.com](mailto:southglosover50s@gmail.com) or ring on 07967102141.

*People not on-line are a real concern as they are not wanting to mingle even with safe distances. This concerns us about the isolation and loneliness not to mention their mental health and confidence..'*

It was further **NOTED** that the group have booked the Pop Inn Café on Monday 17<sup>th</sup> February for the morning session to engage with visitors regarding their upcoming events.

## **7. YATE AGEING BETTER FESTIVAL UPDATE**

It was **NOTED** that the following was agreed at the Environment and Community Committee Meeting 9<sup>th</sup> November 2021, item 7, 4.3:

- *To allocate a budget of £1,000.00 to deliver the Yate Ageing Better Festival event in 2022 (Budget for 2021 was £1,000.00 and the spend was £588.00 but plans to expand and increase advertisements will require additional funding);*
- *The festival to take place on 14<sup>th</sup> July 2022 from 11am-2pm location TBC;*
- *To commence planning the Yate Ageing Better Festival in January 2022, by coordinating a working group meeting of interested parties including:*
  - *Cllr Jane Price;*
  - *Cllr Sandra Emms;*
  - *Cllr Chris Willmore.*

It was further **NOTED** that the Yate Ageing Better Festival working group met on 10<sup>th</sup> January 2022 via Zoom and notes had been circulated via email for input from the wider group.

The following updates were received from the Community Projects Officer:

- Work is taking place to obtain feedback from the attendees/invitees of the 2021 festival, to shape the 2022 festival event (deadline for feedback is end of February);
- The next working group meeting will take place in February.

## **8. DEMENTIA FRIENDLY COMMUNITIES**

### **8.1 Yate Town Council DRAFT Accessibility Checklist**

It was **NOTED** that Officers are taking the draft accessibility checklist forward as part of wider accessibility conversations and that no further action is required from this sub-committee and will be removed from the agenda.

## **9. AGEING FRIENDLY NETWORK**

It was **NOTED** that the Community Projects Manager (LR) has submitted the initial application into the WHO Global Ageing Community process and feedback on the application should be received by March 2022.

## **10. POP INN CAFÉ AND OVER 50's ARMADILLO ACTIVITIES UPDATES**

### **10.1 Pop Inn Café Updates**

It was **NOTED** that:

- The new COVID19 variant 'Omicron' has impacted on the number of volunteers feeling ready to return to the Pop Inn and slowed the recruitment of new volunteers;
- Without additional volunteers, we are also unable to extend the current reduced opening hours and the ability to plan and launch the Dementia session on a Friday at the Pop Inn Café.

Thanks were extended to those volunteers who continue to volunteer and have even extended their volunteer sessions to enable the café to stay open to the public during the lead up to the Christmas period.

It was further **NOTED** that:

- we have been unable to find a suitable sandwich supplier to the Pop Inn Café which has resulted in a slight reduction in income. Officers continue to explore options to replace the supplier and to offer sandwiches where possible without creating an excess in food waste on site;
- further to the success of the PPE recycling bin at the Armadillo, Officers will be procuring an additional bin from Reworked for the Pop Inn Café.

### **10.2 Armadillo Over 50's Café Updates**

It was **NOTED** that:

- The sessions have been well attended; attendance is at the reduced capacity maximum most weeks, applicable whilst case rates in South Gloucestershire remain above the national average;
- Due to the recent local restrictions linked to the new COVID19 variant 'Omicron' the following actions have been impacted:
  - Expanding the cinema offer by incorporating a Dementia friendly-session;
  - Returning to full capacity during the Senior Cinema Café Session.

### **10.3 CONSIDERATION OF IMPACT ON DECISIONS ON CLIMATE AND WASTE**

To **NOTE** that the following considerations of impact on climate and waste were taken during this meeting:

- Reducing food waste at the Pop Inn Café by not serving packaged sandwiches whilst the need for sandwiches is presently much lower than normal;
- Arranging for an additional PPE recycling bin at the Pop Inn Café.

## **11. DATE OF NEXT MEETING**

It was **RECOMMENDED** that the date of the next advisory meeting of Members of Yate Ageing Better, Health and Well Being Sub-Committee be confirmed via Doodle poll for the end of February.

It was **NOTED** that the next Environment and Community Committee meetings, will take place on the following dates:

- 25<sup>th</sup> January 2022;
- 8th March 2022.

## Yate Ageing Better Completed Actions 2021

Recommendation 1	Raise the Profile of Older People in Yate	Create an identifiable Yate Ageing Better 'brand' to position Yate as an age-friendly community and use this to bring together the diverse initiatives that exist in the town, and to raise awareness of new ones.	Design a new logo to use for branding of YAB including input from the community	Completed
1.1	Raise the Profile of Older People in Yate	Designate a member of the Council's Staff as the key contact for issues affecting older people.	Chair of the YAB, Health and Wellbeing Committee and Community Projects Manager - YTC Officer	Completed
1.2	Raise the Profile of Older People in Yate	Organise a Yate Ageing Better Launch event	First YAB festival took place October 2021	Completed
1.3	Raise the Profile of Older People in Yate	Host a regular Celebrating Age Festival in the Town Centre like the one held annually in Bristol. Involve as many providers as possible to showcase their offer, and include special events such as talks, meals or activities.	Next annual festival event has been scheduled for 14.7.22 11am-2pm	Completed
1.4	Raise the Profile of Older People in Yate	Ensuring YTC website review includes a YAB page of its own	Implemented this within the wider website review	Completed

1.5	Raise the Profile of Older People in Yate	Upload the Yate Ageing Better Report to the YTC website	Uploaded by SST	Completed Feb 2021
Recommendation 2	Tackle social isolation and loneliness	Produce a 'Welcome Pack for Older People' moving to Yate. This would describe the facilities available to them, illustrated with case studies of older people with whom they can identify.	We worked with Hywel to understand what was already available for new residents of Ladden Garden Village. We then identified missing resources including walking maps, information directory and provided that info for inclusion in packs moving forward.	Completed Feb 2021
2.1	Tackle social isolation and loneliness	Create a dog walking scheme for those who don't get out and about much	Insurances would not allow for this type of scheme to be coordinated by YTC	Concluded
2.2	Tackle social isolation and loneliness	Establish a table for people who visit alone and would welcome someone else to talk to. Encourage other venues in the town to follow this example.	We have implemented a 'happy to chat' table at the Over 50's Pop Inn Café and have promoted this initiative across our social media platforms.	Completed



2.3	Tackle social isolation and loneliness	Support free dog walking scheme or older people who find it hard to get out and about, possibly as a way of connecting with younger neighbours.		Concluded
2.4	Tackle social isolation and loneliness	Create a directory of services aimed at ageing people in Yate		Completed Feb 2021
2.5	Tackle social isolation and loneliness	Encourage residents to pay appropriate attention to the wellbeing of older people who live near them	(link with befriending task) 1. promote YSNS volunteer group on Facebook 2. research and promote other schemes on this theme on social media 3. repeat post already published	Complete 09.02.21 Promoted via Social Media Posts
Recommendation 3	Encourage more opportunities for physical exercise	Promoting existing activities aimed at those over 50 taking place locally and at our own venues	We have used our social media platforms to promote YTC facilities for such activities such as YOSC and Kingsgate Outdoor Gym and signposted older people to facilities like the Lifestyle Centre in Yate.	Completed
Recommendation 4	Extend the range of intergenerational activities	Examine ways of sharing the work of Brimsham Green School with other schools in Yate. Look at ways to build on their existing activity in areas such as sport (50+ students do BTEC in Sports Leadership) or cooking.	Officers Contacted the 2 local secondary schools to explore ways of working with them within sport or cookery in context of Yate Ageing Better, Health and Wellbeing project. BGS confirmed they already offer a 'friends session' where students support a cafe and chat for those ageing locally and YIA declined offer to look at offering such a session.	Concluded

Recommendation 5	Opportunities for older people to eat and cook together	<p>A 'relaunch' of the Pop Inn, with a focus on healthy eating. (Include rebranding of age range to fit with customer base)</p> <p>A starting point could be the addition of new items, such as homemade soup, to the menu. It could be followed by phased introduction of an extended, nutritionally sound, lunchtime menu, initially for a trial period and only on specific days of the week. This could be an opportunity for recently recruited volunteers to be inducted into the Pop Inn team.</p>	Officers implemented a new logo and refurbished the inside of the Pop Inn Cafe during lockdown with great success.	Completed
5.1	Opportunities for older people to eat and cook together	Contact local restaurants/cafés to ask what support they are able to provide with regards older residents, relating to accessing opportunities to cook and eat together	Officers contacted 15 local restaurants to gather feedback on supporting older residents and no response was received.	Concluded
5.2	Opportunities for older people to eat and cook together	To explore utilising the YMCA with local community group 'The Candle' to provide somewhere for those locally to go for support	Officers contacted the Candle and after initial talks and a tour of the facility, the discussions concluded with not being something the Candle could progress.	Concluded

Recommendation 6	Encourage and support volunteers	There is no central point for older people to find out about volunteering opportunities in the area. The Council could host Volunteer Days to allow older to find organisations looking for their services. These events would also increase awareness of services for older residents.	We had a stall to recruit volunteers at the YAB festival event and continue to push vacancies at our over 50s Pop Inn Café via social medias, posters on site, conversation with existing volunteers and ensuring local organisations like SBCP and CVS are advertising our roles.	Concluded
6.1	Encourage and support volunteers	Promote local 'COVID Support Groups' be promoted via all Yate Town Council social media platforms	We have shared resources online via our social media platforms relating to local COVID support available and continue to do so.	Completed
6.2	Encourage and support volunteers	AGE UK South Gloucestershire have confirmed that their volunteer befriending service is back in operation.	No immediate Officer Actions required at this time. Venues Operation Assistant promoted the scheme via our social medias week commencing 7.6.21	Concluded
Recommendation 7	Make full use of the town's assets and facilities	To progress colour coding gates at Kingsgate - support visual and cognitive needs of those living with dementia and sight impairments	The Estates Manager and team successfully colour coded the gates at our flagship park Kingsgate Park in different colours to signify different entrance/exit points	Completed Feb 2021
7.1	Make full use of the town's assets and facilities	Install a more accessible Kitchen at the YMCA, including Dementia friendly features and equipment	Kitchen has been installed, accessible kitchen equipment has been purchased	Completed October 2021

7.1	Make full use of the town's assets	Email Shopping Centre manager to investigate possibility of using canopy space for community groups to meet – when restrictions permit gatherings - community groups/ performances/ free events for those unable to access	No immediate Officer Actions required at this time.- Canopy is currently in use by Boswells until June at the earliest. When restrictions lift the beach will be in situ for the summer. They have offered use of other outdoor space if required (not under cover)	Concluded
7.1	Make Full Use of the Town Council's Assets: Urbie	To utilise our URBIE vehicle more throughout the year at community events aimed at those over 50	Added a prompt to our events planning checklist for Officers to work with the appropriate committees to identify whether the Urbie is needed or not for each event.	Concluded
Additional YTC Recommendations				
1	Accessibility	Promote the 'Can't wait' Scheme via South Glos Council	We continue to promote the scheme and SGC will send us full list of facilities offering the scheme for 2022	Concluded
2	Tackling social isolation	Email Shopping Centre manager to investigate possibility of using canopy space for community groups to meet – when restrictions permit gatherings - community groups/ performances/ free events for those unable to access	No immediate Officer Actions required at this time.- Canopy is currently in use by Boswells until June at the earliest. When restrictions lift the beach will be in situ for the summer. They have offered use of other outdoor space if required (not under cover)	Concluded
3	Playlist For Life	To encourage residents and raise awareness of the Alzheimer's Society's initiative 'playlist4life'	Promoted via our social media platforms	Concluded

4	Playlist For Life	Share any articles or social media posts which support the positive impact of music for those living with or caring for somebody with Dementia	Promoted via our social media platforms and will continue as ongoing.	Concluded
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## Yate Ageing Better Ongoing Actions 2021-22

			Officer Feedback	Feedback required from Members
Recommendation 1	Raise the Profile of Older People in Yate	Yate Ageing Better Champions- Involve and empower older people in the community. Start by setting up a team of 10-12 Champions who will meet regularly with Council members to plan policy and promote the age-friendly agenda. Ensure the active involvement of older people in all initiatives.	We have tried to advertise this as a role as agreed at the previous YAB meeting but have had no interest. Priority on volunteer recruitment has been to encourage new volunteers to support the reduced opening hours of the Pop Inn Café to enable us to stay open.	Would Members like to continue advertising the role or could we consider working with the Over 50's forum via the Pop Inn Café to gain user feedback without recruiting individuals into a formal role?
1.1	Raise the Profile of Older People in Yate	Establish Yate Ageing Better Awards for organisations and older individuals that make a positive contribution to the lives of older people or who inspire and help others.	This could work well to coincide it with the YAB Festival event in July if there was support for this.	Would Members like this to be scheduled into the YAB 2022 Festival? Who would like to agree categories could this be done by YAB festival working group?
Recommendation 2	Tackle social isolation and loneliness	How to encourage people back into local facilities and cafes and to raise residents confidence in the safety of those facilities.	Officers continue to engage with the customers and volunteers of the Pop Inn Café and those visiting the Senior Armadillo sessions. Other local groups such as Yate Men's Shed are experiencing the same trend that some people are still reluctant to return to activities in the community due to COVID19.	Is there anything specific Members would like us to seek feedback on?

Recommendation 3	Encourage more opportunities for physical exercise	Introduce more walking sports such as walking rugby, walking tennis and walking netball. Use facilities at YOSC, Sunnyside and on the common. Seek support from local sports organisations such as Bristol Bears Rugby and Bristol Rovers Community Foundation who are already active in this field.	Ongoing	Would Members like contact to be made with YOSC to ask them to offer opportunities of exercise to those over 50 or just to ask them to publicise the facility to groups catering for the ageing population as a possible hire venue?
Recommendation 7	Make full use of the town's assets and facilities	Carry out a detailed review of the use of amenities aimed at those Over 50 to feed into the wider accessibility review being undertaken by YTC	Ongoing - The front door of the Pop Inn Café has been identified as an item to explore on the recent accessibility review of the venue but will be taken to E&C Jan or March 2022 to discuss further. In the meantime Officers will explore potential options and costs for consideration.	
7.1	Make full use of the town's assets and facilities	Launching a Dementia Friendly Friday session in addition to existing Pop Inn Café schedule	Ongoing - We currently do not have enough volunteers to launch the session on a Friday. We require x2 café volunteers and would recommend 1- 2 additional volunteers to talk to Pop Inn visitors about our Dementia Friendly town.	Would Members like to volunteer to increase resource required to launch and agree a launch timeline, is this something we wanted to publicise as part of YAB festival 2022?

7.2	Make full use of the town's assets and facilities	Opportunities for Older People to Eat and Cook Together - Explore using the YMCA with the Candle	This was explored with the Candle but they couldn't use the venue to create additional café opportunities in the YMCA.	The YMCA strategy has now moved to the 'Old Yate Strategy Working Group'. Would Members like to revisit the idea of the wellbeing café at the YMCA at this time? Or are Members that sit on both groups happy to take it forward under the new YMCA group?
Additional YTC Actions				
1	Partnership Working	Work with GP's and Social Care: dementia - support and promote questionnaire (Sandra Emms)	GP not available to support directly, may take literature following step 4 covid, "very busy with pandemic and general patient care"	Would Members like Officers to reach out to GP's again at this time?
2	Mental Wellbeing in Yate	To establish an understanding of what is available for mental health support in Yate (previously action taken forward by Cllr Penny Thoyts and CWH)	On Hold- To revisit once COVID restrictions lift	Would Members like Officers to coordinate a meeting with Senior reps from SGC Social Services at this time



# List of Outside Bodies with Yate Town Council Representatives

To **NOTE** minutes received from outside bodies were circulated to Members with a request to advise if they wish to discuss matters contained therein.

Name of Outside Body	Meeting date	Date minutes Circulated	Date of next meeting
Abbotswood Action Group	26.04.21 AGM	Minutes not yet received	22.09.21
Community Engagement Forum	20.1.22	Minutes not yet received	
Fairtrade South Gloucestershire	16.03.20		
Friends of Brinsham Park	30.11.21	Minutes not yet received	
Friends of The Common	19.05.20	Minutes not yet received	tba
Friends of Kingsgate Park	8.11.21	Minutes circulated 11.11.21	tbc
Friends of Ridge Woods	15.01.20 05.05.21 (AGM)	Minutes not yet received	tba
Frome & Ladden Vale Environmental Link	19.03.20	Minutes not yet received	tba
Hanson Liaison Committee	11.11.2021		tba
Healthwatch South Gloucestershire from 1.10.19 contract taken over by Healthwatch North Somerset	Not yet advised	tba	tba
Heritage Centre Extension Working Group – <i>This group reports under Heritage Centre Officer's Report</i>	tba	n/a	tba
Priority Neighbourhoods – Yate & Dodington Community Lead Group	13.05.21 18.11.21	15.11.21	tba
River Frome Forum (New) <i>(inc River Frome reconnected &amp; Avon Frome partnerships)</i>	tba		tba
Shopmobility	03.12.20	Minutes not yet received	tba
Sodbury & Yate Business Association	15.12.21		tba

South Gloucestershire Community Cohesion Steering Group (added 25.6.20)	tba	n/a	tba
South Glos Dementia Alliance	This group is active but does not circulate minutes.	None received	tba
South Gloucestershire Museums & Heritage Partners	05.06.19 24.03.21 6.10.21	Minutes not yet received.	
South Glos Youth Housing (SGYH)  "As of Wednesday 3rd June 2020 SGYH will no longer be in the Yate and Chipping Sodbury area (only based at Parkview Kingswood). A company by the name of CCP will be based at Southwold House and Andrew Millman Court."	Updates requested but not forthcoming		tba
South Gloucestershire & Learning Partnership West	tba		tba
Town and Parish Council Forum	17.01.22		
Yate Community Association			tba
Yate & District Twinning Association	1.10.21		
Yate Children's Advisory Centre	Advisory Boards meetings postponed until further notice	n/a	n/a
Yate Oral History Group	09.01.20 13.02.20 13.1.22	Minutes not yet received	
Yate Community Plan	01.03.21	23.03.21	tba
Yate Genieri Link	5.01.22	Circulated 10.1.22	8.03.22 6.04.22 8.6.22 5.7.22
Yate Town Centre Strategy Group	31.1.22	22.2.22	

# Environment and Community Committee

Pending Log as of 8 March 2022

To **NOTE** the status of the following:

Heading	Detail of outstanding Item
PUBLIC SPACE PROTECTION ORDERS (DOG CONTROL ORDERS)	<p>Further to minute number 13 of the Environment and Planning Committee held on 11 November 2014, to <b>NOTE</b>:</p> <ul style="list-style-type: none"> <li>the Anti-Social Behaviour (ASB) Crime and Policing Bill received Royal Ascent in March 2014 and is now a legal Act;</li> <li>Dog Control Orders are now part of Public Spaces Protection Orders (PSPO) under the ASB, Crime and Policing Act 2014;</li> <li>Public Spaces Protection Orders can only be made by a Local Authority and not by Town and Parish Councils;</li> <li>Correspondence has been sent to South Gloucestershire Council requesting they implement the required PSPO's in Yate.</li> </ul> <p>To <b>NOTE</b> that correspondence was sent to South Gloucestershire Council requesting a likely timeframe for progression of the PSPOs required in Yate and further clarification on enforcement.</p> <p>Response outstanding. (Regularly chased)</p>
Footpaths	<p><b>E&amp;C 24.9.19</b></p> <p>Further to minute number 39 of the meeting of Full Council held on 14 May 2019;</p> <p><i>'A report was received in respect of the condition of pathways maintained by South Gloucestershire Council and RESOLVED that the report be submitted to South Gloucestershire Council with the following comments:</i></p> <ul style="list-style-type: none"> <li><i>The report evidences that pathways in west and north Yate were seen to have a large amount of litter and are poorly maintained;</i></li> <li><i>Yate Town Council:</i> <ul style="list-style-type: none"> <li><i>would like a greater understanding of South Gloucestershire Council's maintenance processes for pathways;</i></li> <li><i>would like any vacant South Gloucestershire Council Street Cleaner post filled;</i></li> <li><i>would like South Gloucestershire Council to:</i></li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ <i>repair tarmac paths where necessary;</i></li> <li>▪ <i>deep weed / cut back along footpaths where needed;</i></li> <li>▪ <i>repair the damaged walls alongside footpaths for safety reasons;</i></li> <li>▪ <i>contact Bromford to take action to repair footpaths on the land they control and to take urgent action to improve the area to the rear of Cranleigh Court shops, in particular the garage blocks which are poorly boarded up, subject to graffiti and rundown.'</i></li> </ul> <p>A response was received and further update is awaited.</p>
South Gloucestershire Council - Leases Outstanding	<p><b>a) Witches Hat</b>  Lease expired 30 September 2015.  October 2019 – Lease with comments returned to South Glos – acknowledgment received, further response awaited. (regularly reminded)</p> <p><b>b) The Common</b>  A long term aspiration, however most recent negotiations began in earnest in 2013</p> <p><b><i>E&amp;P 28.5.13</i></b>  <i>Members were reminded that at the meeting held on 18 February 2013 with representatives of South Gloucestershire Council to discuss the possibility of Yate Town Council taking over responsibility for The Common,</i></p> <p>Update from South Glos Council remains outstanding (regularly reminded)</p> <p><b>c) Land at Ridgewood</b>  Initial approach from South Gloucestershire Council enquiring if YTC wished to consider a lease/licence for the land was considered at Full Council on 11 March 2014 where it was RESOLVED to pursue.</p> <p>A response is awaited from South Glos Council. (regularly reminded)</p>