

Yate Town Council

Full Council

Tuesday 5th January 2021

You are hereby summoned to attend a meeting of **Yate Town Council** to be held remotely via Zoom conferencing on **Tuesday 5th January 2021** between 6.30pm and 9.00pm for the purpose of transacting the business set out in the Agenda below.

Join Zoom Meeting
<https://zoom.us/j/94441019219?pwd=WGNkQkRJTlhdLbEM1WVh2NFdFZlhhJUT09>

Meeting ID: 944 4101 9219 - Passcode: 879123 - One tap mobile 01314601196
(Please insert your name and organisation in your Zoom name)



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. Apologies for absence

*To **NOTE** that the Town Clerk has delegated powers to grant leave of absence for any councillor affected by the Covid-19 pandemic, in accordance with minute no. 129/1(a) of the Full Council meeting held on 25th February 2020.*

2. 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.

3. To receive any requests for dispensations.
4. Public Participation Session with Respect to Items on the Agenda.
5. To receive and approve Minutes of the meetings held since the last Full Council.
 - a) To receive and approve Minutes of the Town Council Meeting held on 27th October 2020. (Copy herewith).
 - b) To receive and **NOTE** the minutes of the Planning and Transportation Committee meetings held on 20th October 2020 and 24th November 2020. (Copies herewith).
 - c) To receive and **NOTE** the minutes of the Environment and Community Committee meeting held on 10th November 2020. (Copy herewith)
 - d) To receive and **NOTE** the minutes from the Finance and Governance Meeting held on 1st December 2020. (Copy herewith).
 - e) To receive and approve the minutes of the Extraordinary Town Council Meeting held on 16th December 2020. (Copy herewith)
6. To receive and consider the following items on the Clerk's Report. (Copy herewith)

1 Recommendations from Committee Meetings

- 1/1 Planning and Transportation Committee Meetings:
To receive any recommendations from 20th October 2020 and 24th November 2020.
- 1/2 Environment and Community Committee Meeting:
 - (a) Recommendations from 10th November 2020.
 - (b) Yate Ageing Better, Health and Wellbeing Sub-Committee:
Yate Age Friendly Community.
 - (c) Allotments Sub-Committee.
- 1/3 Finance and Governance Committee Meeting
To receive recommendations:
 - (a) Income and Expenditure Report to 30th September 2020.
 - (b) Meeting Dates 2021/2022.

2 Covid-19

3 Financial Reports

- 3/1 Accounts for Payment
- 3/2 2021/2022 Budget

4 Sub-Committee Reports

- 4/1 Staffing and Governance Sub-Committee Meeting

5 Town Council Project Steering Group Reports (Task Limited)

- 5/1 Play Areas and Properties Project Steering Group
 - (a) Minutes
 - (b) Howard Lewis Play Area
 - (c) Millside Play Area
 - (d) Abbotswood Play Phase 1 Project
 - (e) Abbotswood Paving Phase 2 Project
 - (f) Abbotswood Play Phase 3 Project
 - (g) Kingsgate Outdoor Gym Project
 - (h) Play Area Trail Map
- 5/2 YOSC
 - (a) YOSC Track and Athletics Project
 - (b) YOSC Multi-Activity Building (MAB) (Boxing Community Building Project)
 - (c) YOSC Drainage Improvements and YOSC Disability Equipment Projects
 - (d) YOSC Liaison – Governance
 - (e) YOSC Liaison - Projects
- 5/3 Land at the Rear of Ridgewood Community Centre
- 5/4 New North Yate Community Building

6 Working Group Reports

- 6/1 Poole Court Artwork Working Group
- 6/2 Priorities and Scrutiny Working Group

7 Consultations

- 7/1 Current Consultations
 - SGC Proposed Annual Budget for 2021/2022
 - Local Plan – Phase 1
- 7/2 Urgent Consultations
- 7/3 Consultation Responses
 - Yate Town Improvement Masterplan Engagement
 - Commissioning of School Places Strategy 2019-2023 (*not a live consultation*)

8 Yate Town Centre Strategy Group

8/1 Yate Town Centre Strategy Group Meeting

8/2 Yate Masterplan

9 Fairtrade

9/1 SGC – Fairtrade Products

10 Consideration of Impact of Decisions on Climate and Waste

11 Confidential Items

11/1 Confidentiality Confirmation

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

11/2 YOSC Liaison – Governance

11/3 YOSC Multi-Activity Building (MAB) Boxing Community Building Project

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

Yate Town Council

Full Council Meeting 5th January 2021

Town Clerk's Report

Item 1. RECOMMENDATIONS FROM COMMITTEE MEETINGS

1/1 Planning and Transportation Committee Meetings

To NOTE:

- there were no recommendations from the Planning and Transportation Committee meetings of 20th October and 24th November 2020;
- The meeting due to take place on 15th December 2020 was cancelled and comments submitted, in consultation with the Planning and Transportation Committee, to South Gloucestershire Council using delegated powers to the Clerk.

1/2 Environment and Community Committee Meeting

(a) Recommendations from 10th November 2020

To NOTE there were no recommendations from the Environment and Community Committee meeting of 10th November 2020.

(b) Yate Ageing Better, Health and Wellbeing Sub-Committee: Yate Age Friendly Community

Further to Minute No. 4d of the Yate Ageing Better, Health and Wellbeing Sub-Committee meeting held on 15 September 2020, Councillor Chris Willmore has made an application for Yate to be recognised as an Age Friendly Community. In connection to that, to formally **RESOLVE** the following commitment statement:

The Town Council agrees to seek to join the UK Network of Age-friendly Communities in support of the work by the Council and community on Yate Ageing Better, and agrees the following commitment:

Commitment

The mission of the Yate Ageing Better project, underpinned by the Town Council, is to enable everyone to live their chosen lives within our community. We believe that every person is unique and valued, with a role on our community. Working with others in our community we want everyone in our community be able to be involved, heard and valued.

We are committed to ensuring older people:

- feel heard and have a say in decision making on things that affect their lives;*
- have access to the activities they want, when they want them;*
- can access the work and volunteering they want;*
- can access outdoor spaces and buildings that meet their needs and aspirations;*
- are connected within our community and are respected and included;*
- have access to relevant information and feel well connected;*
- have access to suitable transport and feel confident going about town;*
- have access to the health, social care or wellbeing services they need, but that they are not defined by any needs and are seen as individuals within our community, not as objects of need;*
- that our community sees age as a number, not a barrier, so that age does not define our residents.*

To **NOTE** that:

- Social media has been used to encourage the public to 'look out' for elderly neighbours that may be vulnerable or isolated;
- An opportunity to join 'Playlist for Life' initiative, which supports Dementia through music has been circulated to the committee for consideration;
- Yate Ageing Better, Health and Wellbeing Sub-Committee meeting will take place via Zoom Thursday 14th January at 11am.

To future **NOTE** YMCA updates:

- Councillor Willmore and Estates Manager met The Candle on 22nd December, to begin to explore how the town council facilities and projects might fit together with the work of The Candle;
- Contact was made with 'Yate Kitchens' and a local resident to enquire about donations of waste equipment and materials, they will keep us in mind for future donations;
- An options and cost report for accessibility improvements is in draft, to be circulated at the next Full Council meeting;
- Contact was made with volunteer led community cafes for insight into their services, due to COVID these services are currently closed, contact to be progressed when they reopen;

- 3 quotes were sought to supply, install and refurbish the kitchen with specific attention to accessibility improvements, quotes expected in January 2021;
- A meeting took place with West of England Centre for Inclusive Living (WECIL), interested in supporting the YMCA refurbishments and applications for additional funding;
- An application for £5,000 was submitted to the 'Screwfix Foundation' to support kitchen refurbishment funding;
- The CPM is exploring other funding opportunities such as National Lottery and Quartet Express Grants Programme, to support refurbishment funding;
- Contact has been made with Rebecca Loaring and Steve Spiers, South Gloucestershire Council Officers, requesting support with refurbishment funding;

To receive further updates from the Community Projects Manager.

(c) Allotments Sub-Committee

To approve reinstatement of the Allotments Sub-Committee, with Terms of Reference as previous (Appendix 1), and to seek delegated powers to appoint members to the Allotments Sub-Committee between meetings.

1/3 Finance and Governance Committee Meeting

To receive the following recommendations from the Finance and Governance Committee meeting of 1st December 2020:

Minute No. 9.7 Income and Expenditure Report to 30 September 2020

The Finance and Governance Committee **RECOMMEND** that the Income and Expenditure report to 30 September 2020 be approved. (Appendix 2)

Minute No. 15.2 Meeting Dates 2021/2022

The Finance & Governance Committee **RECOMMEND** the schedule of meetings for the ensuing year be adopted. (Appendix 3)

Item 2. COVID-19

To **NOTE** that owing to the national pandemic situation, where action has been taken between meetings, it has been in consultation with members of the council via email and the existing below delegation invoked:

“The Town Clerk shall have the power to take action as necessary between Meetings of the Full Council, Committees, Sub-Committees, Project Steering Group Committees and Working Groups provided that such action is in accordance with the policy of YTC and is within budget.”

To receive list of decisions taken using above delegation between 22nd October 2020 and 18th December 2020 (Appendix 4).

Item 3. FINANCIAL REPORTS

3/1 Accounts for Payment

To receive and **NOTE** the accounts for payment previously authorised in line with the Financial Regulations. (Appendix 5)

3/2 2021/22 Budget

To receive and approve budget for 2021/2022 and **RESOLVE** amount to precept from South Gloucestershire Council. (Appendix 6)

Item 4. SUB-COMMITTEE REPORTS

4/1 Staffing and Governance Sub-Committee Meeting

To **NOTE**:

- that the Finance Manager (Responsible Finance Officer) post was re-advertised in December, with a closing date of 11th January 2021;
- An offer has been made for the Office Apprentice role;
- Lucy Shilcock will start as Estates Support Assistant on 7th January 2021;
- Lucy Bennett, Service Support Assistant, has resigned and feedback has been sought from the Staffing and Governance Sub-Committee on the way forward.

Item 5. TOWN COUNCIL PROJECT STEERING GROUP REPORTS (TASK LIMITED)

5/1 Play Areas and Properties Project Steering Group (LR)

(a) Minutes

To receive the minutes of the Play Areas and Properties Project Steering Group meeting held on 26th November 2020. (Appendix 7)

(b) Howard Lewis Play Area

Following consultation with Play Areas and Properties Project Steering Group, to **NOTE**:

- Invoice for 2.5% retention sum was paid to Wicksteed in the sum of £1,098.03;
- The project completion report was approved by South Gloucestershire Council, final s106 payment has been received and the project has now concluded. Thanks be relayed to all those involved.

(c) Millside Play Area

At the 26th November 2020 Play Areas and Properties Project Steering Group meeting the committee **RESOLVED** (via email) to progress the project with an aim to start works by Spring 2021.

To **NOTE**:

- A meeting has been requested with South Gloucestershire Council Officers regarding proposed drainage and COVID safety improvements, and to explore opportunities for additional funding;
- The Estates team have completed:
 - Strimming and clearing the ditch;
 - Planting a small area of Dogwood and Hazel to screen the view of the seating area in the park (funded by Woodland Trust);
 - Cutting back overgrowth around the play area.
- Contact has been made with the following organisations to gain insight and advice for improving the wildlife ecosystem, site visits will take place if safe and necessary:
 - Yate Hedgehog Rescue;
 - Avon Wildlife Trust;
 - Bristol Beekeepers Association;
 - Birds of South Gloucestershire;
 - Avon Bat Committee.
- Work is ongoing on the project management plan with the aim submit to South Glos. Council S106 for consideration in early January. Until a funding agreement is received work cannot progress, quotes from contractors will be arranged in the meantime to support project progression and timelines;
- **RECOMMENDED** Full Council to suspend Financial Regulations in line with item 11.1 (as permitted by Standing Orders (28.1)) to enable the appointment of Wild Wood Carving as a specific artist/craftsman which is, by definition, specific to Wild Wood Carving.

(d) Abbotswood Play Phase 1 Project

To **NOTE**:

- Sutcliffe Play repaired splits in the ant sculpture on 4th December;
- Following reports of further splits in the multi play unit, Sutcliffe Play have advised due to staff absence, this will be progressed urgently in January 2021.

(e) Abbotswood Paving Project Phase 2

To **NOTE** that:

- No further issues with the works were identified prior to the end of the defects period (26th January 2020), the paving project is now complete.
- Invoice was approved and paid for valuation 2 to the value of £15,667.63.

(f) Abbotswood Play Phase 3 Project

To **NOTE**:

- Quotes have been sought for a small number of additional play and education items including:
 - Small sized informal play equipment that complements wildlife and does not duplicate existing play equipment;
 - A bug hotel;
- South Glos. Council S106 support the installation of additional items (as above), S106 have confirmed:
 - Transfer of remaining capital funding to the value of £8,140.28 following conclusion of the town council's procurement process;
 - Following completion of phase 3, to convert remaining capital funds to revenue.
- A celebration event and promotion of the facility will be arranged following completion of phase 3, in line with government guidance on Coronavirus and public events.

(g) Kingsgate Outdoor Gym Project

To **NOTE**:

- The S106 project completion form is in draft;
- South Gloucestershire S106 have agreed (via email) to convert the remaining £4,000.00 of capital to revenue, bring the total revenue value to £29,270.62. The revenue balance will be transferred to Yate Town Council on receipt of the project completion form;

- South Gloucestershire Council are yet to submit invoice for Consultancy services, to the value of £3,910.92.

(h) Play Area Trail Map

To NOTE:

- The 'Play Area Trail Map' was uploaded to the town council's social media and website, and was circulated to local press for promotion;
- Councillor Willmore is working to improve the 'Play Area Trail Map' design, when complete the new version will replace the existing (as above);
- The Play Area and Open Spaces Google Map is complete and will be updated to the new town council website, expected in January 2021.

5/2 YOSC

(a) YOSC Track and Athletics Project

To NOTE:

- Rectification works (outside project contracted works) to the concrete throws circles and pole vault area were completed;
- Track mark site accreditation and award letter was received and publicised;
- Although the site has full accreditation, one unit was not fully signed off therefore, an in-field lighting survey was arranged for 21st December 2020 (weather permitting);
- Pole vault and high jump wear cover sheets have been ordered and are expected early January 2021;
- The final invoice from the contractor for project works was paid in the sum of £19,160.92, with £300 withheld towards the contractor's contribution towards accreditation costs;
- The longer-term matter of track maintenance has been included as part of the discussions concerning longer-term site governance arrangements between Yate Town Council and YOSC Ltd.

(b) YOSC Multi-Activity Building (MAB) (Boxing Community Building Project)

To NOTE:

- Delegated powers were granted at Full Council on 14th May 2019 for the Project Steering Group to take the project to its end, including completion of the fit out of the internal services and facilities;

- The rejected claim for additional ground works (foundations) is resolved, and no further claim is expected;
- A snagging list for the external building has been requested from the project consultant, Askew Cavanna. Photographs of defects in the brickwork and steelworks have been sent to the project consultant to take forward for rectification with the contractor;
- Askew Cavanna have chased the outstanding O&M manual; this was incomplete during the build handover meeting and a completed manual was requested. The delay in receipt of the completed manual has delayed Askew Cavanna from reviewing and adding comment. Askew Cavanna plan to review the O&M at the end of December 2020;
- Confidential meetings of the MAB Project Steering Group took place on 9th and 10th December where the detailed spec for the fit-out was discussed and the project timeline (Appendix 8) was **NOTED**.
- Further to the Extraordinary Full Council meeting held on 16th December (see item 11/3 for confidential appendix), the fit-out contract is being signed on 23rd December between Yate Town Council and MD Group in the sum of up to £42,663;
- In agreement with the Project Steering Group;
 - Payment was made to Askew Cavanna for contractor negotiations for the fit-out quotation, invoice value £750;
 - Askew Cavanna was appointed for contractor management (to project manage the fit out), to the value of £2,400;
 - Following recommendations received from the project consultant, a decision was taken to include specialist sports flooring in the MAB as a specialist variation from the main-fit out contract. Members have stated a preference for Pulastic 9mm sports floor to the approximate value of £12,765. A site visit from the recommended supplier took place on 22nd December, to assess the MAB sub-base and provide an accurate quote for the specialist flooring. Further quotes will be sought where possible;
- The main contractor attended site on 16th December to repair the locking mechanism on the single door. A replacement part has been ordered;
- X2 toast style Cycle racks were donated to Yate Town Council by

South Gloucestershire Council, for installation at the MAB when the footpath is built. Installation has been agreed with YOSC Ltd director (Jeremy Dale), installation to be undertaken by Yate Town Council staff.;

- An extension to the Public Works Loan Board loan has been accepted. The loan should be drawn down within one year of the date on the acceptance letter (December 2020). The loan to be drawn down once the fit out final quotation has been received from the main contractor and the specialist flooring contractor;
- A letter was sent to YOSC Ltd in response to considerations raised (Appendix 9). The response was received and acknowledged by YOSC Ltd. Works to be carried out by YTC will take place between December 2020 and Spring 2021;
- A management proposal for the MAB building has been sent to YOSC Ltd as part of the overall governance offer; negotiations ongoing.

With regard to external professional advice received, it is **RECOMMENDED** that the Financial Regulations be disapplied, as permitted by Standing Order 28.1, to enable the Multi Activity Building Project Steering Group (using delegated powers) to award the specialist sports flooring contract to the tender recommended by the project consultant Askew Cavanna, should no further quotations for flooring of the same specification be received by mid January 2021.

(c) YOSC Drainage Improvements and YOSC Disability Equipment Projects

To **NOTE** following the Play Areas and Properties Project Steering Group meeting on 26th November 2020, YOSC Drainage and YOSC Disability Equipment projects will be considered by the YOSC Facility Project Steering Group.

i) YOSC disability equipment

To **RECEIVE** the following recommendations:

1. To extend delegated powers to the YOSC Facility Project Steering Group to agree ownership, maintenance and governance arrangements for the equipment;
2. In order to proceed with the list of equipment and suppliers provided by YOSC Ltd, as experts and operators of the YOSC complex, council are required to **RESOLVE** to suspend Financial Regulations (11.1) (as permitted by Standing Orders (28.1)) and proceed to

purchase the list of items of specialist equipment from specific suppliers put forward by YOSC Ltd, in accordance with Minute No. 208/2e of the Full Council meeting held on 27th October 2020;

ii) YOSC Drainage

To **NOTE**:

- Contact has been made with the local Gloucestershire FA representative to find out if an updated drainage inspection is required;
- Feedback from Wessex Water advised the existing pipework seemed inadequate to support drainage required for the pitches. Concerns regarding the existing pipework will be added to scope of works for contractors;
- The S106 'Project Management Plan' was submitted 22nd December 2020, a funding agreement is expected mid-January. When a funding agreement has been received works can commence.
- If works commence in Summer 2021, the pitches would be unplayable until the beginning of the 2022 season;
- Contractors will be invited to provide quotes (to help finalise the scope of works) and submit tender as soon as possible;
- YOSC Ltd have raised additional drainage concerns across the wider YOSC site; comments from YOSC will be circulated to the steering group for consideration.

(d) YOSC Liaison – Governance

To refer discussion of the confidential minutes of the YTC Liaison Group meeting held on 9th November 2020 to confidential session, item 11/2.

(e) YOSC Liaison – Projects

To **NOTE** that further to feedback of the Members of the YOSC Liaison and Project Facilities Steering Group Committee via email 15th December 2020, the Community Projects Manager is working with the Service Support Manager to ensure the 'Terms of Reference' reflect the inclusion of YOSC projects discussions.

To further **NOTE** that the revised terms of reference will be circulated for Member consideration, at the earliest convenience January 2021.

5/3 Land at the Rear of Ridgewood Community Centre

To **NOTE** that further to the Full Council meeting of 1 September 2020 (Minute No. 188/4), contact was made with South Gloucestershire Council to enquire about the timescales for the lease of the land at the rear of Ridgewood Community Centre, along with timescales for the lease of The Common and Witches Hat. A response is awaited.

5/4 New North Yate Community Building

To receive the minutes of feasibility study meetings held with the architect and South Gloucestershire Council on 20th November 2020 (Appendix 10) and 17th December 2020 (To be circulated).

To receive the cost estimate for the feasibility options prepared by Baker Ruff Hannon.

To **NOTE**:

- A feasibility presentation feedback meeting has been arranged with Members of the Project Steering Group and SGC Offices on 6th January 2020; a pre-meeting of the Yate Town Council members serving this group will take place on 5th January;
- A report on the feasibility costings is awaited from South Gloucestershire Council.

To **RECEIVE**:

- An update from the Project Steering Group;
- Recommendation to extend Project Steering Group delegated powers to take decisions on behalf of the Town Council, with regards to the governance structure, building design, building usage and building operator.

Item 6. WORKING GROUP REPORTS

6/1 Poole Court Artwork Working Group (SJ)

To **NOTE**:

- Yate and District Twinning Association are framing information, including photographs, with a brief description of the Twinning Association, to hang outside Heron 2;

- Frames have been purchased, Poole Court room descriptions updated printed and mounted in frames ready to be displayed;
- Photographs of the former Magistrates Court are to be printed and displayed in place of the Royal visit to YOSC on the first-floor landing;
- Due to the restrictions of Covid, we are unable to progress with a photo opportunity at Peg Hill Skate Park; to be arranged as soon as safe to do so;
- At the Full Council meeting which took place on 27th October 2020 it was **RESOLVED**:
 - The working group will investigate costs for a screen installation in Poole Court foyer, to show information on the Town, publicise events and to feature images from the Artwork projects.

To further **NOTE** costs will be taken to Full Council on 23rd February 2021 for Member consideration.

6/2 Priorities and Scrutiny Working Group (HT)

To be advised a meeting of the Priorities and Strategy Scrutiny Working Group has been doodled to take place in January 2021.

Item 7. CONSULTATIONS (Paper copies of all consultations are available to view in the Town Council office)

7/1 Current Consultations

Consultation Name	Link	Date Circulated	Closing Date	Notes
South Gloucestershire Council proposed annual budget for 2021/22.	https://consultations.southglos.gov.uk/consult.ti/Budget2021/consultationHome	14.10.20	3.1.21	Extension request to respond by 10.1.21

Local Plan – Phase 1 ...include a new strategy and policies to guide and manage growth and change in our areas over the next 15 years	Click Here for Local Plan Phase 1 Consultation https://beta.southglos.gov.uk/new-local-plan/	1.12.20	1.3.21	
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7/2 Urgent Consultations

To receive any urgent consultations.

7/3 Consultation Responses

Consultation Name	Link	Date Circulated	Closing Date	Notes
SGC Yate Town Improvement Masterplan Engagement	See https://consultations.southglos.gov.uk/consult.ti/YateEngagement/consultationHome	8.10.20	16.11.20	Response prepared by Cllr. Chris Willmore and submitted 16.11.20 (Appendix 11)
Commissioning of School Places Strategy 2019-2023 (<i>Not a live consultation</i>)	https://www.southglos.gov.uk/documents/Commissioning-of-School-Places-Strategy-2019-2023.pdf	N/A	N/A	Comments submitted as per Appendix 12. SGC response attached as Appendix 12a.

Item 8. YATE TOWN CENTRE STRATEGY GROUP

8/1 Yate Town Centre Strategy Group Meeting

To **NOTE** that a stakeholder's newsletter was compiled and circulated in November 2020. (Appendix 13 and 13.a. response from Avon and Somerset after the Newsletter had been circulated).

8/2 Yate Masterplan

To receive any updates from Councillors John Gawn and Chris Willmore.

Item 9. FAIRTRADE

9/1 SGC – Fairtrade Products

Further to the Full Council meeting on 23rd June 2020, a response is still awaited from South Gloucestershire Council asking that they commit to always and exclusively using Fairtrade products where possible, (wider than just tea and sugar), and to ask that they use Fairtrade coffee (as rainforest alliance is a different product).

Item 10. CONSIDERATION OF IMPACT OF DECISIONS ON CLIMATE AND WASTE

To consider if there are any impacts on climate and waste following decisions taken by the council during the meeting.

Item 11. CONFIDENTIAL ITEMS

11/1 Confidentiality Confirmation

Each councillor present shall declare that there are no other persons present who are not entitled to be (hearing or seeing), and/or recording the meeting.

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.

11/2 YOSC Liaison – Governance

To receive confidential minutes of the Yate Town Council Liaison Group meeting held on 9th November 2020 (Confidential Appendix 14).

11/3 YOSC Multi-Activity Building (MAB) (Boxing Community Building Project) (LC)

To **NOTE** the confidential appendix to the Extraordinary Full Council meeting held on 16th December 2020. (Confidential Appendix 15)

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

Full Council/Clerk's Report 05.01.2021