

# **Yate Town Council Environment and Community Committee Minutes of the meeting held on 19 January 2021 from 6.30pm until 8.30pm**

*This remote meeting was held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, permitting the holding of remote meetings, with conditions.*

## **Present**

Councillors Alan Monahan (Chair), Tony Davis, John Ford, John Serle and Chris Willmore.

Community Projects Manager (LR), Estates Manager and Service Support Manager.

## **Minute 1. Apologies for Absence**

Apologies for absence were received from Councillors John Gawn, Wully Perks (*leave of absence granted at Full Council on 5<sup>th</sup> January 2021*), Jane Price and Karl Tomasin. Councillors John Emms and Sandra Emms were absent.

## **Minute 2. Members Declarations of Interest Under the Localism Act 2011**

No declarations of interest were received.

## **Minute 3. Requests for Dispensation**

No requests for dispensations were received.

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

No members of the public were present.

## **Minute 5. Minutes of the Environment and Community Meeting Held on 10 November 2020**

It was **RESOLVED** that the minutes of the Environment and Community Committee meeting held on 10<sup>th</sup> November 2020 be approved as a true and accurate record.

## **Minute 6. Town Centre**

### **6.1 Yate Town Centre Strategy Group**

It was **NOTED** that the next update is due to be circulated to members of the group in March 2021.

### **6.2 Shopping Centre Car Park Queues, McDonalds**

It was **NOTED** that this subject was discussed at length at the Planning and Transportation Committee on 12<sup>th</sup> January 2021 and it has been resolved that the Town Council continue to pursue a resolution to the serious problem of vehicle queues onto Station Road and write again to South Gloucestershire Council, McDonalds and the Shopping Centre manager.

## **Minute 7. Town Council Facilities**

### **7.1 Estates Manager's Report**

a) The Estates Manger's Report was received.

It was **NOTED** that:

- Sealing of the Wellingtonia Tree on the Ridge/Station Road junction will be carried out in Spring 2021;
- Back edging to pathways has been carried out at Longs Drive.
- The following Sort-It Centre waste collection weights were recorded during 2019 and 2020. Data from 2021 will be recorded so there is a comparison at each Environment and Community Committee meeting.

<b>Month</b>	<b>Weight 2019</b>	<b>Weight 2020</b>
January	3560 kg	3000 kg
February	2780 kg	3280 kg
March	3340 kg	3840 kg
April	3900 kg	1240 kg (due to lockdown these figures are not a true record as for 2 weeks, waste collection bins were used to dispose of rubbish).
May	3730 kg	4450 kg
June	4770 kg	3800 kg
July	3620 kg	3520 kg

August	4200 kg	5040 kg
September	5180 kg	4020 kg
October	3420 kg	3940 kg
November	2940kg	4440 kg This has included clearance from Kingsgate Yard
December	3320 kg	3040 kg
<b>Total</b>	<b>41,820 Kg</b>	<b>43,610 kg</b>

- works to prevent unauthorised access to Town Council land have been postponed until Spring 2021;
- works to repair the Yate Coat of Arms at the Shopping Centre have been delayed until spring 2021 due to the Covid-19 pandemic;
- at Goose Green, boulders are being arranged to be placed along the grass verge adjacent to the road that leads to the Crowthers Farm development to stop construction vehicles from damaging the grass areas. Supply of boulders has been difficult; however some small boulders have been found at Kingsgate depot which will be used in the meantime as a deterrent;
- Investigations into water levels at Brinsham Lake are being carried out, including correspondence with South Gloucestershire Council with the possibility of a trail pit from the lower end of the pond where water is being retained;
- Brinsham Park – Seats have been power washed, x3 “no night fishing” signs have been installed; ditch drains and the conservation pond have been strimmed and cut back., bulbs have been planted around the site and planting to fill gaps in hedgerow north end of lake has been carried out. A requirement for a path to be installed in the south east corner of the field that was added to the future wish list has now been removed, as the desire line has now grown back suggesting this is not used anymore by local residents;
- Kingsgate Park - Winter conservation works including coppicing and strimming to ditch & pond banksides within the nature reserve area have been carried out, x4 seats have been refurbished with new timbers. The old timber will be planed back and reused for other projects. Bulb planting has taken place, shrub beds pruned and a resident has requested for some fruit/berry trees to be planted along the conservation grass area east side of the park (Scott Way end) to encourage wintering birds. Avon Wildlife Trust has been asked for some advice on this request. Covid Marshalls have confirmed they will be patrolling the park in the forthcoming week;
- Play Areas - RoSPA Play Area inspections are being carried out during the first two weeks of January and reports submitted following inspections. Power washing to play equipment and surfaces has been carried out at Brinsham Fields Play Area and Eggshill Lane Play Area. Millside Play Area & Kickabout is 75% complete. Back edging to paths and safer surfaces have been carried out at Eggshill Play Area, Millside Play Area and Tyndale Play Area & Park;

- Lozenge roundabout –interpretation board map is nearing completion and has been passed to the design company to amend and it is anticipated the final draft will be received shortly;
- Howard Lewis Play Area - a welcome sign has been installed;
- Witches Hat Play Area - following advice from ROSPA the swing basket has been removed due to concerns of the timber structure;
- Safety audits of all buildings have been carried out with a check made of all fixtures and fittings;
- Armadillo - An alternative company has been sourced to place an order for an evacuation chair due to delays. The relevant training will be arranged for all necessary staff . The stairway has been painted. Investigations are being made into a faulty light;
- Replacement LED gallery lights for the Heritage Centre have been installed and meet our carbon net zero declaration. The building has been painted internally. The fire and security alarm has been serviced;
- Poole Court – martials to replace the polycarbonate to the windows at the front of the building either side of the main entrance have been delivered; the required works have been scheduled for January. Two trees have been ordered to mark the community heroes and volunteers during Covid 19 and also the Town Council’s commitment to carbon net zero project;
- Pop Inn Café – works to the extension of the kitchen counter have been completed, funded by MAF applications through Councillors Mike Drew and John Gawn;
- YMCA – Works to install DDA compliant toilet have been completed. Investigations for Wifi at all Yate Town Council facilities is underway; IT provider has been asked to provide clarity to previous quotations – response awaited;
- YOSC – investigations and quotes for a new BMS system at YOSC have been delayed due to the pandemic. Discussions with YOSC Ltd, Estates Manager and the contractor continue to find the best solution to the roof repairs. Works to replace the taps are expected to be completed by mid February. Quotes are being sourced for new locks and for different options to restrict unauthorised motorcycles entering site;
- Bowls Green and Pavilion – order has been placed to install a sub-meter to identify water useage not returned to sewer at a cost of £450; expected to be completed in February 2021. Lighting has been replacing in the pavilion and workshop (LED);
- Football changing rooms have been painted;
- Correspondence has been sent to McDonalds and Miss Millie’s with regards to applying for a litter bin from the company as well as details of their community litter picking scheme. A response is awaited;
- Litter bins have been replaced at Poole Court;
- A fault has occurred with the electric charge unit for the van and is being investigated.

It was **RESOLVED** that:

- To enter the Localism Contract with South Gloucestershire Council for 2021/22 in the sum of £28,603.13. Investigation will be undertaken by the Estates Manager to see how and which tasks can be taken on by the Town Council i.e. litter/dog bin waste collection from 2022 onwards and reported back to future meeting of the Environment and Community Committee.
- Contact to be made with the Sodbury & Yate Litter Clean Up group to offer support/use of Covid fund and joined up working instead of the usual Town Council annual Spring Clean;
- Further to a request from a member of the public asking for a tarmac path around the wooden tree sculpture in Kingsgate, due to longevity of the sculpture and cost (circa £5,000), investigations be made into laying of astro-turf instead (excess from YOSC);
- Further to request from a member of the public asking for a tarmac path to be laid through the nature reserve, enquiries be made to South Gloucestershire Council's Environmental Officer and Avon Wildlife (Friends of Kingsgate Park to be included) to investigate the historical reason for the dust path ie were great crested newts found to be in habitation? To be referred back to the next meeting of the Environment and Community Committee;
- Kingsgate Park play area to be reopened on a trial basis as soon as possible (following recent closure due to do with concerns of overcrowding during pandemic);
- A staff toilet to installed at Kingsgate Park at a cost of £500.

b) A confidential report in respect of vehicles was received under item 20.

## 7.2 Armadillo Venue Operation Officer's Report

The Armadillo Venue Operations Officer's Report was received and **NOTED**. (Appendix 1).

### **RESOLVED;**

- The request for gender neutral toilets and additional meeting room space to be added to the project list; no research work or action to be undertaken until this reaches the stage that the project can be pursued;
- A half term project to supply welfare packs be pursued providing no impact on core services and if £100 funding cannot be sourced quickly, then £100 cost to be funded via the Town Council's Covid Battle Fund.

## 7.3 Yate and District Heritage Centre

a) The Heritage Officer's report was received and **NOTED**. (Appendix 2)

A further report in respect of the Asian Community Project was received. (Appendix 3)

## **RESOLVED**

- Delegated powers be granted Town Clerk in consultation with members involved in the This is Your Heritage project (Councillors Gawn, Kirby and Willmore), to:
  1. progress the project if appropriate (confirmation of name of project to be inclusive);
  2. agree the detail of the Town Council's involvement and impact on services;
  3. to sign a partnership agreement with South Gloucestershire Council if agreed.

b) Confidential update in respect of Tudor Cottage was received under item 20.

### **7.4 Pop Inn Café Report**

The Venue Operations Officer's report in respect of the Pop Inn Café was received and **NOTED**. (Appendix 4).

### **7.5 Defibrillators**

It was **NOTED** that:

- Phase 1 is now complete with AED's installed at:
  - Kingsgate Park at the Elmwood entrance;
  - Sunnyside;
  - the Armadillo;
  - Poole Court.
- All defibrillators have been registered with South West Ambulance;
- A photograph and press release was circulated to local press and published on social medias to celebrate;
- AED awareness sessions will be organised once Covid-19 allows for these.

### **RESOLVED;**

- Phase 2 to be considered after asking for public comment; a social media campaign to take place calling for suggestions of additional places following completion of Phase 1;
- To request that the YOSC defibrillator to be moved to an outside wall so not kept in a locked building.

### **7.6 Bee Hives and Open Spaces**

It was **NOTED** that :

- Following the resolution at E&C 21<sup>st</sup> January 2020:

*It was RESOLVED that further investigations be made with the Bee Keepers Association to find suitable spots. Suggestions so far are Yate Common, top of Millside and any areas away from play areas or schools.*

The Community Projects Manager has been exploring the possibility of installing bee hives at some of our open spaces to support and promote the wild life amongst the Town;

- Contact was made with the 'Regional Beekeeper's Association' to seek advice on community beekeeping, including training and risk assessing. After initially considering our interest in possible beekeeper training, the following response was received from the Association:

*"Our branch committee met this evening and discussed your question regarding a focussed course. While we welcome beekeepers with many different approaches to our branch, we are strong advocates of responsible beekeeping. The committee felt strongly that keeping bees in green spaces and parks within a town would be irresponsible, both from the perspective of other users of these areas and the safety of the bees themselves with the high likelihood of vandalism.*

*It's not therefore an approach we could support in any way.*

*We recommend that if the town council wants to encourage bees in the area, policies such as bee friendly planting and a reduction in mowing are the way to approach it.*

*Please bear in mind that there is not a shortage of honey bees in our area, but it is the forage that is lacking in many cases.*

*If you want to discuss the matter further, our President is a very experienced beekeeper who would be willing to discuss these points in greater depth on the telephone.*

*Please let me know if this would be helpful and I can arrange a call with her for you."*

- Contact has now been made with the Senior Environmental and Climate Change Officer at South Gloucestershire Council, to find out about any local schemes we could learn from. A response is awaited.

It was **RESOLVED** not to pursue this project and this item be removed from the agenda.

## **7.7 Brinsham Park – Ice Cream Tender**

It has previously been agreed to introduce an ice cream van at Brinsham Park; the tender process was deferred in 2020 due to the outbreak of Covid-19 with a view to revisiting again in time for the 2021 season.

It was **RESOLVED** to pursue an Ice Cream vendor to be ready for Summer 2021. (Powers were previously granted to the Clerk to proceed)

## **Minute 8. South Gloucestershire Council Open Spaces**

Items included on outstanding list were **NOTED**. (Appendix 5)

## **Minute 9. Sub-Committees and Working Groups Responsible to the Environment and Community Committee**

### **9.1 Events Sub-Committee**

The minutes of the Events Sub Committee meeting held on Tuesday 12<sup>th</sup> January 2021 were received and **RESOLVED** that all recommendations therein be approved.

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

It was **NOTED** that a Public Rights Way, Commons and Greens Sub-Committee meeting will be arranged in due course.

An update was received in respect of an accident that occurred in North Yate, Peg Hill where a path that leads from Autumn Brook directly onto Gravel Hill Road (no barrier from area to road.). The exit has now been blocked, however the previous path (LYA48) which was blocked and this new exit created is also closed.

#### **RESOLVED**

- Correspondence to be sent to the Public Rights of Way Officer advising that not only did the Town Council warn that an accident would happen at this location but now both the original path (LYA48) and the new diverted path are closed. A path needs opening with a safe exit to Gravel Hill Road;.
- The Public Rights of Way Officer to be thanked for her hard work in the community and wished well in her new job.

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

It was **NOTED** that the meeting of Yate Ageing Better, Health and Wellbeing Sub-Committee took place on 14<sup>th</sup> January 2021; minutes to be received at the next meeting of the Environment & Community Committee.

## **Minute 10. Joint Committees Responsible to Environment and Planning Committee**

### **10.1 Joint Parishes Consultative Committee**

No update was received.

## **Minute 11. Reports from Representatives on Outside Bodies**

Details of reports received from outside bodies was **NOTED**. (Appendix 6)



## **Minute 12. Consultations**

### **12.1 Current Consultations**

South Gloucestershire Council  
Consulting on the decommissioning proposals for the Family Group Conference Service.

Consultation Link [Consultation Homepage - Family Group Conference Service Decommissioning Proposals - South Gloucestershire Online Consultations](#)

Closing date for comment 1<sup>st</sup> March 2021

**RESOLVED** Delegated powers be granted to the Town Clerk to submit comments received.

### **12.2 Urgent Consultations**

No urgent consultations were received.

### **12.3 Consultation Response**

No responses to report

## **Minute 13. Youth**

### **13.1 LPW Provision**

It was **NOTED** that:

- A Zoom meeting took place on 7<sup>th</sup> January 2021 between the Community Projects Manager and a representative of LPW (Learning Partnership West) to discuss ongoing provision (Appendix 7);
- the next quarterly monitoring report was received by the Community Projects Manager 11<sup>th</sup> January 2021 and will be circulated to this committee via email;
- LPW continue to promote their service via the following platforms:

Instagram - [@yateyouth](#) [Click here](#)

Facebook- [www.facebook.com/yateyouth](http://www.facebook.com/yateyouth)

Youtube-[Clickhere](#)

### **13.2 Wider Area Youth Provision**

It was **NOTED** that:

- An enquiry has been received from a representative of FACE (Foundation for Active Community Engagement), who currently leads on youth provision in Frampton Cotterell;
- FACE are interested in leading on the youth provision for the 2021-22 year for Frampton Cotterell Parish Council and have written the use of the URBIE into their offer;
- They understand that the URBIE is in use but would be able to coordinate their use of it around existing bookings should they be given the contract;
- Their Youth Lead would like to show Councillors of their parish the URBIE and demonstrate its uses in late January, by engaging young people out in the community and have asked if they could borrow it for an evening to do this;
- The Youth Lead has operated/led work on the URBIE on numerous occasions in the past and is looking to strengthen relationships between town village youth provision this side of South Gloucestershire.

**RESOLVED:**

- To support the FACE team allowing them to borrow the URBIE for an evening at no charge by waiving usual charges. For insurance purposes they would need to complete membership paperwork. (NB: fees payable are normally £25.80 (annual membership fee), £350 deposit and £56.52 sessional cost per 4 hours) and would need to pay insurance excess in the event there is a road accident. Unless it can be arranged that LPW meet a FACE representative on site at an agreed day and time within their hire arrangements with the Town Council.

**Minute 14. Town Twinning**

It was **NOTED** that Councillor Karl Tomasin has been in email correspondence with the Bergermiester of Bad Saltzdetfurth and it is likely that a Zoom meeting will take place this year instead of any exchange visits.

**Minute 15. Carbon Net Zero Commitment**

The following was **NOTED**:

- An application was made to Salix Finance for the UK Government Low Carbon Skills Fund, to engage specialist and expert advice to identify and develop energy efficiency and low carbon heat upgrade projects for non-domestic buildings.

Unfortunately the Town Council application was not accepted due to the overwhelming number of applications to the scheme, other applicants were further ahead in the process of decarbonisation, Salix provided feedback and examples of successful applications, this feedback was circulated to the project

steering group.

Salix are very interested in working with the Town Council; they will forward information on other decarbonisation funding opportunities, networking opportunities, grants and loan schemes and have offered support with applications, there will be future funds announced at a later date.

Officers have offered the project steering group a meeting to discuss decarbonisation priorities going forward, a response is awaited.

- Following consultation with Avon Wildlife Trust, officer recommendations for a Wildflower area around the Multi Activity Building (MAB) at YOSC were accepted by YOSC Ltd;
- New North Yate Community Building – decarbonisation costings for both feasibility building options, including the option for Passivhaus standards are awaited from South Glos Council officers. South Glos have agreed the new building needs to meet SGC Zero Carbon commitment, SGC officers have approached their environmental team to enquire into additional funding to support the projects zero carbon aims;
- Mercia, the Town Council current energy supplier has offer the Town Council a new product as follows; this new product will not amend or affect the current energy contract:

### **Your current product – Pure Green**

*The current “Pure Green” electricity product is made up of a combination of REGO’s sourced from the wholesale market as well as REGO’s sourced from a generator or technology directly contracted with TGP. Regardless of whether they are purchased from the wholesale market or from TGP generation, all REGO’s are purchased from generators that are 100% renewable including solar, wind and hydro. This option will continue.*

### **New Product – Your Green**

*Our new “Your Green” electricity product ensures that ALL REGO’s are sourced from a generator or technology directly contracted with TGP. This ensures that 100% of the REGO’s are purchased along with the associated generation. The sources remain solely wind, solar, and hydro. We believe this provides increased traceability, transparency and reduces the perception of ‘greenwashing’ sometimes associated with REGO backed electricity. (Leah has raised this question previously)*

### **Reporting**

*The new product provides no additional benefit in terms of reporting. Being supplied with either “Pure Green” or “Your Green” allows you to report zero emissions for electricity under the GHG Protocol Corporate Standards, Scope 2 as the electricity can be matched to Renewable Energy Guarantee of Origin (REGO) certificates.*

### **Cost**

The new product will cost an extra £28 per year across your electricity portfolio, as per below;

<i>Current "Pure Green" rate (p/kWh)</i>	<i>Pure Green Annual Cost</i>	<i>'Your Green' Rate (p/kWh)</i>	<i>Annual "Your Green" Cost</i>	<i>Potential Total Annual Costs</i>
0.075	£103	0.02	£28	£131

A decision to accept the offer of this new project was carried by email, in consultation with members of Finance and Governance and Net Zero Carbon Project Steering Group. Mercia have been contacted and advised of the outcome.

- Abbotswood play area phase 3 and Millside Play projects are considering installation of bug hotels and other wildlife encouraging features to support biodiversity;
- Any works to be undertaken at the YMCA to be done with consideration to energy saving lighting and refurbishment of existing equipment before purchasing new.

It was **NOTED** that the following actions are ongoing from the previous meeting:

- There has been a reduction in staff travel and council energy use as council buildings remain closed due to Covid-19;
- There has been a reduction in food waste, plastic use, paper use and municipal waste due to the closure of buildings and projects.

#### **Minute 16. Graffiti and Litter**

It was **NOTED** that the graffiti removal service was due to restart in January 2021, however due to the national lockdown 3, the service to residential premises will continue to be suspended until further notice. However, utility cabinets that are listed will have graffiti removed as part of the Estates Site Cleaner's works schedules throughout January.

#### **Minute 17. Mayor's Cadet**

It was **NOTED** matters pertaining to the implementations of the Mayor's Cadet Scheme have been put on hold until the current Covid-19 restrictions are lifted.

It was **RESOLVED** that this item be removed from the agenda and brought back to the Committee when an update is needed.

## **Minute 18. Licensing Requests**

### **Morrisons Application for Variation**

- a) The decision notice from South Gloucestershire Council was received and **NOTED**. (Appendix 8);
- b) It was further **NOTED** that a meeting with representatives from Morrisons (via Zoom) is in the process of being arranged.

## **Minute 19. Outstanding Items**

The status of pending log was **NOTED**. (Appendix 9)

## **Minute 20. Confidential Items**

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

### **RESOLVED;**

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

### **20.1 Heritage Centre Storage**

Item 3.3 b A confidential update in respect of Tudor Cottage was received. (Confidential Appendix 10)

### **RESOLVED:**

- The meeting return to open session
- A meeting to be arranged with the Diocese and Parish Rector to discuss way forward in terms of Yate Heritage Centre storage requirements;
- The land not registered to Yate Town Council be pursued.

### **RESOLVED;**

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

## **20.2 Estates Vehicles**

Item 7/2 b) A confidential vehicle report was received.

### **RESOLVED:**

- The meeting return to open session;
- Further investigations to be completed by the Estates Manager and recommendations taken to the Carbon Net Zero Sub Committee for consideration and then circulated to members of the Environment & Communities Committee for agreement.

## **Minute 21. Consideration of Impact of Decisions on Climate and Waste**

Consideration was given to any impacts on climate and waste during decisions made by the committee during the meeting;

Item 7/2 Astro Turf repurposed form YOSC at Kingsgate Park;

Item 7/2 Spring Clean;

Item 20/2 Use of electric vehicles.

## **Environment & Community Project Report: Armadillo Youth Café & Venue**

**Period Covering:** November to December 2020

At the time of writing the Armadillo were awaiting further guidance to be announced by the UK Government (4<sup>th</sup> Jan 21)

### **Successes:**

- Since November the Armadillo team have had to adapted to multiple changes in Covid restrictions, UK Government guidance and guidance from governing bodies such as the National Youth Agency. The service plan was updated with each review and change in guidance, to ensure services and facilities could remain in place for vulnerable people and essential services, as outlined in exemption guidance;
- Throughout the various changes the team have endured, working through uncertain and challenging situations and circumstances to bring continuity and reassurance to those most in need;
- Support group sessions, based indoors were planned for vulnerable groups and outreach and online Zoom sessions have replaced all other Youth Cafe sessions. The teams have engaged with a good number of young people both on outreach and Zoom.
- The Youth Officer and Youth Coordinator hosted a special year 6 Christmas Zoom party on the 23<sup>rd</sup> December, donating time from annual leave to do so. The young people attending had great fun - so much so, they didn't want the session to end!
- A new till was purchased and programmed for the café. The café/kitchen is currently closed, but staff are pleased to have the new till in place ready for when we can re-open fully.

### **Youth Sessions** (appendix 1)

- Youth numbers– see attached appendix 1;
- The LDD session on Mondays have proven a valuable lifeline to the young people who attend and their carers. Their parents have relayed to us that they were so relieved our sessions were able to continue, as for many, these sessions the only social outlet their child experiences, other than that of school, and these sessions have also provided carers with respite;

### **Staffing & Volunteering**

- Both new venue assistants are settling into roles and getting to grips with the ever-changing rotas;

- Recruitment for the Venue Assistant in Training position is postponed, to be reviewed when the venue can reopen Youth Café sessions;
- The Community Support Apprentice has jumped straight in and immersed herself in everything Armadillo – she's had a great start giving the social media posts and adverts a more cohesive style and has updated the branding, she is looking forward to expanding her experience with project work when the venue is able to reopen more sessions and services;
- The staff toolbox and risk assessments are under constant scrutiny, each being revised and updated in line with new restrictions and in accordance with new government guidance.

### **Finance/Retail:**

- A price and stock review took place. There were a few confectionery and menu items that required a slight price increase due to increased wholesale prices, many as a result of the pandemic. Wholesale prices will be monitored regularly going forward and café stock adjusted to counteract any reduction of income because of Covid or Brexit.

### **Building Report;**

- We hope to revisit plans to adapt the ground floor toilets to that of a gender neutral and wellbeing / consultation room. Over the coming weeks we will seek quotes for the required changes and report these costs back to the committee in the next E&C report. It has been challenging to progress these plans safely alongside venue operations and the multiple changes in guidance, the priority is for the venue is to be open and covid secure for the exempt groups and activities, to protect staff and customers.
- Flooring replacement quotes will also be sought in Jan/ Feb, as previously reported. These works have been challenging to progress for the same reasons outlined above.

### **Future plans**

- The community projects team will continue to assess ways to enable safe re-opening in line with the ease or tightening of lockdown restrictions; this is an ever-changing landscape but we now have the experience of the past year to turn to our advantage.
- Following the UK lockdown announcement on 4<sup>th</sup> January, youth Services will operate in **RED** readiness. Following guidance released by the [National Youth Agency](#), the service plan permits the following activities, subject to covid secure venue, risk assessment and action plan:
  - Online and digital youth services (Zoom);



- Detached/outdoor local youth services;
- 1:1 sessions with high-need young people/ triage support (indoors);
- Small group work session indoors with high need young people (consistent with guidance and capacity limits).

The Armadillo Youth timetable (to commence 11<sup>th</sup> January) is as follows - drop in triage sessions and Zoom will be promoted publicly, support groups will not be promoted as they are invite only, detached will not be promoted to ensure we do not encourage groups to gather in public spaces:

<b>Day</b>	<b>Session 1</b>	<b>Session 2</b>	<b>Session 3</b>
<b>Monday</b>	5 – 6pm LDD school support group	7 - 8pm LDD school leavers support group	
<b>Tuesday</b>	4 – 6pm Detached	7 – 8.30pm Year 10 Support group	
<b>Wednesday</b>	4 - 6pm Detached		7 - 8pm Zoom Year 6
<b>Thursday</b>	4 – 6pm Detached	7 – 8.30pm Detached	
<b>Friday</b>	4 – 6pm Detached	7 – 8.30pm 1:1 Triage LGBTQ+ (support, information, advice drop in)	
<b>Saturday</b>	1-5pm  <ul style="list-style-type: none"> <li>• Detached (1-3pm)</li> <li>• 1:1 Triage for years 7-9 (3-5pm) (support, information,</li> </ul>		

	advice drop in)		
--	--------------------	--	--

- The community building remains available to hire to groups/ services on the [UK Government exemption list](#);
- Existing hirers have moved provision online and will contact the team when they wish to return;
- Hospitality facilities e.g café, kitchen, cinema – remain closed/ not available for hire;
- The police have been notified of the above provision, they have been very supportive so far.

## Appendix 1

**Armadillo Youth Attendance Record**

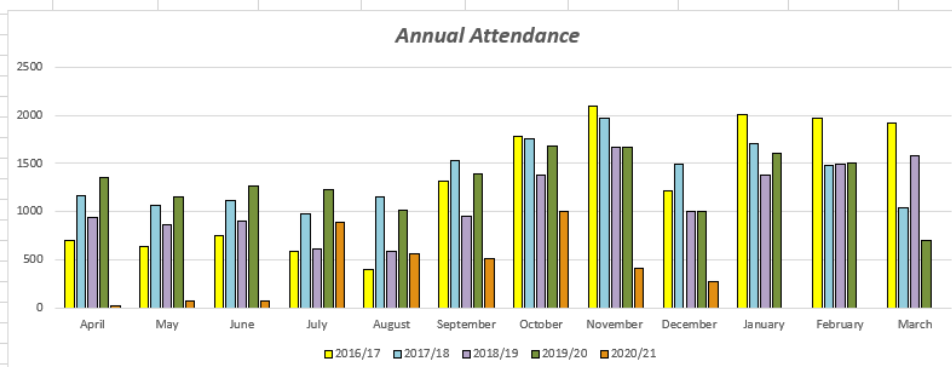
Appendix 1

	2016-17		2017-18		2018-19		2019-20		2020-21
April	697	April	1167	April	936	April	1351	April*	22
May	642	May	1066	May	865	May	1153	May*	77
June	749	June	1110	June	907	June	1271	June*	67
July	589	July	981	July	617	July	1232	July**	886
August	396	August	1149	August	590	August	1014	August**	557
September	1311	September	1534	September	946	September	1386	September	509
October	1780	October	1756	October	1384	October	1684	October	1008
November	2092	November	1975	November	1662	November	1666	November	415
December	1217	December	1488	December	1001	December *	1006	December	270
January	2003	January	1709	January	1384	January	1602	January	
February	1970	February	1484	February	1495	February	1503	February	
March	1922	March	1035	March	1576	March	706	March	
	15368		16454		13363		15574		3811

\*Pandemic...  
\*\*outreach start w/c  
06.07.20

2nd Lockdown  
Tier 3 restrictions

**Annual Attendance**





## **Environment & Community Project Report: Yate & District Heritage Centre**

**Period Covering:** September – November 2020

At the time of writing YHC were awaiting further guidance to be announced by the UK Government (4<sup>th</sup> Jan 21)

Yate Heritage Centre remains closed to the public and volunteers since March 2020.

The CHO has been working for part of the week at YHC building since July.

At the time of writing the following services remain open online or available for collection:

- Digital lectures
- Digital archive requests
- Loans boxes - a number were collected on Monday ahead of school closures, this service will remain in place for schools that are open to key worker children
- Schools Zoom Q&A sessions
- Digital education packs

In November and December the education service was very active and lectures on Zoom have been well received.

The Heritage Officer and Community projects manager are currently working on the following documentation, to reopen services and welcome back volunteers. Some documentation will remain in draft or under review, until closer to the time where South Gloucestershire is given the Tier rating for which that service can reopen. Most services at YHC are not permitted to reopen until Tier 2:

<b>Service</b>	<b>Document</b>	<b>Status and Tier permitted</b>
<b>Hirers</b>	Risk assessment	In draft – Tier 2
	Staff guidance	In draft – Tier 2
<b>Indoor events</b>	Lecture risk assessment	In draft – Tier 2
	Lecture activity plan	In draft – Tier 2
	Staff guidance	In draft – Tier 2
<b>Outdoor events</b>	Risk assessment	Completed – not permitted
	Activity plan	Individual for each event – Tier 2
	Staff guidance	Individual for each event – Tier 2
<b>Tours</b>	Risk assessment	Completed – not permitted
	Activity plan	Completed – not permitted
	Staff guidance	Completed – not permitted
<b>Volunteers</b>	Toolbox	In draft – Tier 2
	Risk assessment	In draft – Tier 2
	Training	In draft – Tier 2
	Handbook (general)	In draft – Tier 2

## 1. Successes

We are managing to sustain a lively education service through the loans box system. The CHO has undertaken 2 successful zoom sessions with local schools, and many teachers have expressed an interest in this service in the future. Several loans boxes have been booked out for term 3 (Jan/Feb).

The Facebook account Yate Heritage has been launched and we are currently populating this with information and updates.

We have now gone through all the history files, archives and library upstairs in order to produce our YHC Inventory. This work will also inform some of the roles our documentation team will play when they are able to return to YHC.

YHC put 3 Christmas related activities onto the KidsZone Facebook over the holiday.

YHC has approached local parish councils for funding for 2021 workshops. Westerleigh has committed support and we awaiting responses from Wickwar PC and Dodington PC.

## 2. Footfall:

See November and December figures (appendix 1)

Due to the closure of the venue, numbers are predominantly for outreach. 5x local schools (3 Yate, 1x Old Sodbury and 1x Frampton) loaned 6 loans boxes and each loans box was seen by a minimum of 2 classes therefore 60 children.

There were 61 children at the 2 Zoom presentations. Teachers are keen on this idea, although they do need to fit an hour of time into their schedules.

We are averaging around 20 participants per Zoom lecture, numbers are rising and we are considering live streaming of lectures when we are able to return to hosting lectures at YHC.

Zoom history lectures have had 66 attendees at four talks.

Social media followers:

- Twitter 229 and 320 (an increase from 211 and 319 pages to be merged coming months)
- Facebook 105 (already, on the new page!)
- Instagram 155 (an increase from 132)
- YHC Kidz Zone Facebook 125 (increase from 116)

### 3. Events

- Due to covid restrictions the St Mary's Christmas Carol Evening did not take place.
- We are reassessing aspirations to host physical events for YHC's 3 main events for 2021, including:
  - St George (April) – if permitted it may well be a smaller event than previous years with more presence online. An outdoor market could be an option to support local businesses;
  - English Civil War event (July) – Funding is being sought, planning for a digital and physical event;
  - Yate International Festival (September) – AWG funding secured.

### 4. Exhibitions & Projects:

#### 4.1 Exhibitions

Research, planning and design is ongoing for 2021 exhibitions. The first display upon opening will be "Going out in Yate". We will welcome material for this display and Swinging Sixties and Domestic Service displays.

Yate Academy remain ready with an Art display to go ahead as soon as we are able to re-open.

#### 4.2 Asian Community Project to NOTE project update report (Appendix 2):

In lieu of the postponed This is Your Heritage project, YHC has been approached by the Heritage Officer at South Glos Council, to explore opportunities for YHC's participation in a new project with Avon Indian Community Association.

SGC are hoping to submit a funding bid to the Arts Council England (ACE) to fund an oral history project to generate an exhibition, film and community event of Indian Culture. This project will tour venues across the region, including Yate Heritage Centre, and YHC support has been requested with the curation and development of the event. We hope this will support YHC to engage with local communities and new audiences, alongside development of the contemporary collections.

#### 4.3 Heritage Centre Extension

We have put together the first draft of a business plan for the Extension and will be putting in the final elements to this shortly for approval.

#### 4.4 Accreditation

YHC will aim to mark 1 year of Art Council Museum Accreditation in 2021 either digitally or physically (if safe and legal to do so).

YHC is due an ACE review in February with specific targets to meet to ensure YHC continues to adhere to high standards of forward planning and documentation which are integral to the work and services they provide. The next visit from ACE is expected in 2025.

#### **4.5 Education Service (see also footfall)**

YHC has maintained excellent relations and communication with local schools. Since September 2020, 6 local schools have used loans box resources, including at times when many schools were reluctant to engage with outside bodies. Schools have made repeat bookings for resources and others have expressed an interest in are current and ongoing projects, and how we can work together to engage local children with YHC's work.

Kidz Zone: <https://www.facebook.com/Yate-Heritage-Centre-Kids-Zone-102897794693326/> has proved to be popular and has developed eager followers.

Developing and promoting content for home schooling and creative family activities is ongoing. The following workshops and activities have been posted to social media:

- Roman crafts
- Summer reading
- Normans
- Stained glass cookies
- Saxons
- The Stone Age
- The Vikings
- Ancient Egypt
- Black History

Members and officers are currently discussing a replacement for the last Education Assistant.

#### **4.4. Online Lectures.**

Completed online lectures will be uploaded to the new Facebook page to improve access to the public.

### **5. Feedback/Complaints**

See volunteer feedback.

### **6. Collections & Research**

The CHO is cleaning up YHC databases, this work was supported by the reorganisation work completed by the CHO, in history files and archives. There is always plenty of collection and archive work to do, an exciting challenge includes the

vast Alcock collection which has been on hold since March 2020 (due to lockdown and venue closure).

YHC is currently purchasing materials to improve the storage of the collections.

Work is continuing with:

- Displays – have been offered to Shire Way Community Centre and are available for any other community venue;
- A heritage walk celebrating Brunel has been updated. We will progress this project where Government guidance permits;
- YHC are redesigning and reassessing their ideas for promotion of collection items on social media, to make greater use of the new Instagram and Facebook pages and ahead of the new website;
- YHC aims to maintain the content for home schooling and online learning resources via the Kidz Zone Facebook page. This has hosted Christmas activities during the Christmas break period.
- Recruitment for the Education Assistant role has been postponed and will be reviewed when schools reopen;
- The CHO and CPM have commenced conversations with SGC ahead of the 2021/22 SLA, changes to reflect the pandemic were made to the 2020/21 SLA and this alternative provision will be required going forward;
- Yate Heritage new Facebook site is now up and running, by January this will be a main focus of dispersing and receiving information for YHC;
- Joint plans for memory café sessions at the Pop Inn Café will be progressed with the venue operations team, once re-opened, and safe and legal to do so;
- The team will internally progress the This is your Heritage project with potential participants and researching the subject matter. It seems a shame not to share the work undertaken so far with the community.
- Updating fundraising ideas;
- The volunteer handbook has been updated and requires review for covid;
- Updating local walks, to launch when safe and permitted to do so.

The team continue to explore opportunities for:

- Improved access and accessible resources for SEND and LDD visitors and learners;
- Working with local craft businesses to support and promote the learning resources on the Kidz Zone Facebook page;
- Diversity and inclusion work – engaging new audience and inspiring new interested in arts, heritage and culture;
- ACE funding for the initiative “Let’s Create” – ongoing reviews to see if any future YHC events or projects would meet the funding criteria.

## **7. Staffing & Volunteering:**

We maintain close contact with volunteer staff by telephone and by e-mail. Volunteers have been contacted and have completed forms regarding a return to YHC. Most volunteers are keen to return to YHC if possible. Two volunteers have retired from volunteering.

A Tier 2 return will encompass Covid and general training for volunteers and where possible opportunities to continue researching and collections work before fully re-opening to the public.

Volunteer Harry Lane passed away in November 2020. Harry remained a mine of information and support even during the lockdown supplying electronic information on Stanshawes Court domestic servants and the development of Kingsgate Park. His passing will be a great loss to us and our heartfelt condolences have been sent to his family.

## **8. Management Committee Updates**

The next meeting will take place in January. The YYHC Trust were also able to meet in late November (appendix 3).

## **9. Friends of Yate Heritage Centre Updates**

YHC continues to send weekly quizzes and regular information to the YHC Friends group.

## **10. YHC Finance/Retail**

Nothing to report.

## **11. Governance**



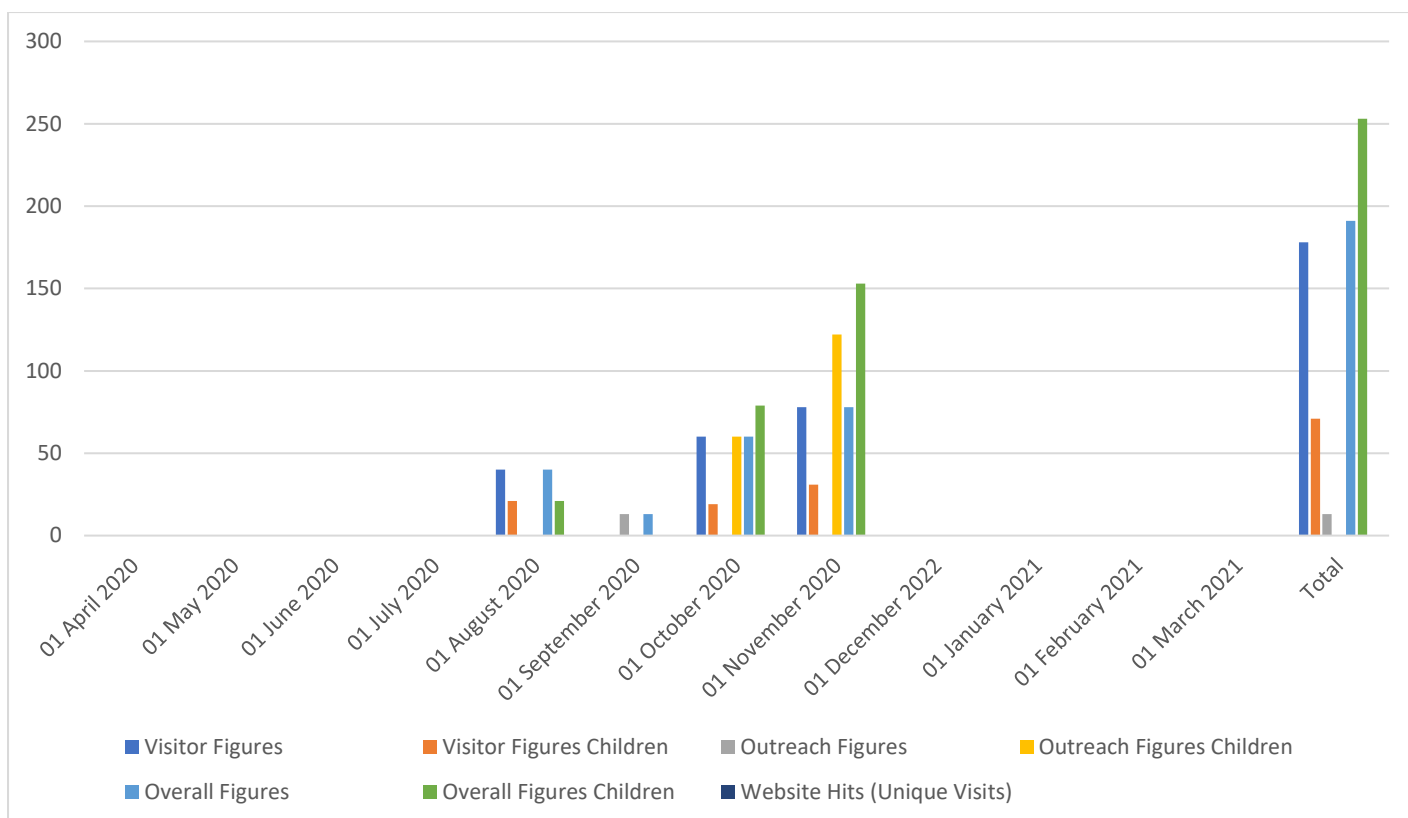
*The Environment and Community Committee can refer items of finance and governance requiring decision which are not covered by the Environment and Community Committee budget to the Finance and Governance Committee.*

## 12. Miscellaneous

Nothing to report.

### Appendix 1 Visitor figures 2020/21

Date	Visitor Figures	Visitor Figures Children	Outreach Figures	Outreach Figures Children	Overall Figures	Overall Figures Children
01 April 2020						
01 May 2020						
01 June 2020						
01 July 2020						
01 August 2020	40	21			40	21
01 September 2020			13		13	
01 October 2020	60	19		60	60	79
01 November 2020	78	31		122	78	153
01 December 2022						
01 January 2021						
01 February 2021						
01 March 2021						
<b>Total</b>	<b>178</b>	<b>71</b>	<b>13</b>	<b>0</b>	<b>191</b>	<b>253</b>



## Appendix 2

### This is your Heritage Asian Community Project

#### 1. Description and Background

The South Glos Museums This is your Heritage project funding bid is a heritage community project with the Asian communities of South Gloucestershire. It replaced what had originally been a heritage project where South Gloucestershire Museum and Yate partners were involved in a heritage and arts project relating to the history of domestic service in the Yate area.

The Asian Heritage Community project is designed to be a filmed oral history project with migrants from the sub-continent, during the 20<sup>th</sup> century and more recently. The film and oral history generated material will produce a touring exhibition to museums and libraries in South Gloucestershire. A celebratory event of South Asian culture is also scheduled to take place.

A funding bid for the project is due to be submitted by South Gloucestershire Council to Arts Council England in February and a decision should be forthcoming by June. If successful, the research work, community engagement and interviews will take place between July 2021 and January 2022. The exhibition will tour during 2022 and beyond and the celebratory event will happen in June 2022.

Much of the information and engagement will be generated by the Avon Indian Community Association (AICA), who have a wide range of contacts within the Bristol area.

#### 2. Yate Heritage Centre Role

As a leading member of South Glos Museums and a supporter of this project, YHC would be involved in the following ways:

- Member of the steering group (2021);
- Liaise with Shiv Sama (AICA) (2021);
- Involvement with oral history of local Asian individuals/families (June 2021+);
- Oversee the exhibition at YHC (June 2022);
- Planning a celebratory event at YHC (June 2022);
- Managing any future donated artefacts (2022+);
- Continue the work of the project by sustaining new community links (2022+).

## **2a Steering Group**

The steering group will be formed of representatives of the main 5 museums in the Museums Group including YHC. The group has a range of contacts and expertise to help guide the project forward. It is envisaged it will meet regularly either online or eventually face to face.

## **2b AICA**

YHC will liaise with Shiv Sama of AICA to discuss who we interview and what information we require both for the immediate project and potentially for the future. The project will hopefully also create new artefacts for local collections.

## **2c Oral History**

The basis of the project is 10 filmed interviews conducted by a funded interviewer. Each participating museum would be involved in the selection of interviewees and forming content.

## **2d Exhibition Management**

The resulting display will feature both exhibition panels and artefacts from local families/individuals. This will require some logistical liaison with the steering group and AICA.

## **2e Celebratory Event**

YHC has a longstanding proven track record of organising cultural events. This would be a liaison between YHC, AICA and the steering group. YHC has the contacts, logistical experience and space to carry out this event.

## **3. Outcomes**

### **3.1 Collections**

It is hoped that a tangible result of this project will be new contemporary collections for YHC and other participants ranging from cultural items artefacts telling the story of the individuals and families involved.

### **3.2 Future Links**

It is important we can sustain cultural and community links forged during this project. YHC has worked with different communities and this should remain a key part of what we do and inform what we plan for the future.

### **3.3 Template**

A successful project working with a specific community could also provide a template for future work i.e working with the local Chinese community or other new/ underrepresented groups in arts, heritage and culture.

### **3.4 Recommendation to E&C committee**

To agree in principle, for Yate Heritage Centre to be involved in South Gloucestershire Indian Stories Partnership project, in lieu of the postponed This Is Your Heritage Project and to grant delegated powers to the Town Clerk in Consultation with Yate Heritage Centre trustees and members of the This Is Your Heritage project steering group, to progress this project to agree the detail of YHC involvement, and to sign a partnership agreement with South Glos Council.

## **Appendix 3**

### **Yate and District Heritage Centre Management Committee Meeting**

**Friday 12<sup>th</sup> October 2020 at 2pm via Zoom**

**Attendees:** - Sylvia Eastwood (observed via Zoom), Mike Garrett, John Gawn, David Hardill, Mary Isaac (observed via Zoom), Steve Major, Jan Murley and Roy Murley.

- 1. Welcome: from JG**
- 2. Apologies:** Jean Phillips (YDOHP).
- 3. Minutes of Previous Meeting:**
- 4. Matters Arising**

- a) **AGM:**  
The YTC AGM unlikely to happen in the near future and therefore there is no requirement for the YHC AGM to take place.
- b) **Accreditation Update (see CHO Report).**  
DH has received no recent word back from the ACE. From earlier conversations, the targets outlined for the end of the year are likely to be put back to mid 2021.
- c) **Return to work and Re-opening (see also report).** DH has completed risk assessments for the return of volunteers and for re-opening of YHC. We are waiting for confirmation from YTC, but we are mindful of the ever changing situation regarding what is safe and permissible with public buildings.
- d) **Forward Plan (sub-committee).** The group agreed to set this in motion in the New Year. The FP is a rolling 2 year document.

## 5. Reports

- a) **Heritage Officer's Report** (see attached).  
DH is in constant touch with YHC volunteers and updating people with any news. A core of volunteers are working on exhibition projects and offering background information. Events are all on hold, but the money is there to undertake both St George and International Festival next year. The online YIF is on Twitter from the 12<sup>th</sup> to the 31<sup>st</sup> of October. DH led 2 walks as part of the Heritage Open Days: - Stanshawes Court and Kingsgate Park and a second walk around Church Road and St Mary's area.
- b) **Financial Report:** (Awaiting Trust Meeting).
- c) **Events Committee Report** (no report, see CHO report):
- d) **Friend's Group Report:**  
JM highlighted the public Zoom meetings, which the YHC Friends fund. The audiences would be a mix of Friends of YHC and other public normally paying at the door of YHC. DH said he would ask for donations from non-Friends.  
It was agreed that Friends of YHC would not be charged for 2021 as it was unlikely YHC would be able to offer the usual array of activities.  
YHC Friends are getting quizzes and background information as and when it comes in.
- e) **Trustee Report:** (It is hoped the Trust will be able to meet shortly)
- f) **Upkeep of Building:**  
Fred Chaplin has taken on the gardening around YHC. He will be coming around regularly for this. We would like to thank Sylvia for all her hard and creative work around YHC for several years and for managing everything with her team and the YTC Estates Team.

## 6. Group Reports

- a) **YDOHP.**

MI via DH noted the YDOHP were hoping to being meetings after Christmas at Poole Court.

b) **Sodbury History Society:**

Jim Elsworth thought that lectures could start again in March 2021.

c) **SGMRG:**

SGMRG are keeping active as ever. There have been working parties at Serridge and there are lectures over the Autumn and winter months. Ram Hill had a successful Heritage Open Day despite a shortage of staff.

d) **YaDAG:**

The Archaeological Group are hosting Zoom meetings and have successfully organised one on Glos Sewer Records in the early post-war period and have a further talk on prehistoric and early Medieval mummification.

**7. Collections:**

DH has gone through the Alcock collection and the documents and photos are ready for accessioning. DH is going through the history files and improving storage where necessary. The next task will be to review the workroom library.

**8. Social Media:**

SM is continuing to update the YHC Twitter and Instagram pages plus F-B KidsZone Pages. Twitter has more than 240 followers. It is hoped we can restore the YHC Facebook page shortly.

**9. Any Other Business:**

DH asked for any help with dressing a Bruenel scarecrow for the Scarecrow trail. A waistcoat is needed. RM suggested SS Great Britain might have surplus material.

**10. Next Meeting:** To be decided

## Appendix 2a.

### This is your Heritage Asian Community Project

#### 1. Description and Background

The South Glos Museums This is your Heritage project funding bid is a heritage community project with the Asian communities of South Gloucestershire. It replaced what had originally been a heritage project where South Gloucestershire Museum and Yate partners were involved in a heritage and arts project relating to the history of domestic service in the Yate area.

The Asian Heritage Community project is designed to be a filmed oral history project with migrants from the sub-continent, during the 20<sup>th</sup> century and more recently. The film and oral history generated material will produce a touring exhibition to museums and libraries in South Gloucestershire. A celebratory event of South Asian culture is also scheduled to take place.

A funding bid for the project is due to be submitted by South Gloucestershire Council to Arts Council England in February and a decision should be forthcoming by June. If successful, the research work, community engagement and interviews will take place between July 2021 and January 2022. The exhibition will tour during 2022 and beyond and the celebratory event will happen in June 2022.

Much of the information and engagement will be generated by the Avon Indian Community Association (AICA), who have a wide range of contacts within the Bristol area.

#### 2. Yate Heritage Centre Role

As a leading member of South Glos Museums and a supporter of this project, YHC would be involved in the following ways:

- Member of the steering group (2021);
- Liaise with Shiv Sama (AICA) (2021);
- Involvement with oral history of local Asian individuals/families (June 2021+);
- Oversee the exhibition at YHC (June 2022);
- Planning a celebratory event at YHC (June 2022);
- Managing any future donated artefacts (2022+);
- Continue the work of the project by sustaining new community links (2022+).

#### 2a Steering Group

The steering group will be formed of representatives of the main 5 museums in the Museums Group including YHC. The group has a range of contacts and expertise to help guide the project forward. It is envisaged it will meet regularly either online or eventually face to face.

## **2b AICA**

YHC will liaise with Shiv Sama of AICA to discuss who we interview and what information we require both for the immediate project and potentially for the future. The project will hopefully also create new artefacts for local collections.

## **2c Oral History**

The basis of the project is 10 filmed interviews conducted by a funded interviewer. Each participating museum would be involved in the selection of interviewees and forming content.

## **2d Exhibition Management**

The resulting display will feature both exhibition panels and artefacts from local families/individuals. This will require some logistical liaison with the steering group and AICA.

## **2e Celebratory Event**

YHC has a longstanding proven track record of organising cultural events. This would be a liaison between YHC, AICA and the steering group. YHC has the contacts, logistical experience and space to carry out this event.

## **3. Outcomes**

### **3.1 Collections**

It is hoped that a tangible result of this project will be new contemporary collections for YHC and other participants ranging from cultural items artefacts telling the story of the individuals and families involved.

### **3.2 Future Links**

It is important we can sustain cultural and community links forged during this project. YHC has worked with different communities and this should remain a key part of what we do and inform what we plan for the future.

### **3.3 Template**



A successful project working with a specific community could also provide a template for future work i.e working with the local Chinese community or other new/ underrepresented groups in arts, heritage and culture.

### **3.4 Recommendation to E&C committee**

To agree in principle, for Yate Heritage Centre to be involved in South Gloucestershire Indian Stories Partnership project, in lieu of the postponed This Is Your Heritage Project and to grant delegated powers to the Town Clerk in Consultation with Yate Heritage Centre trustees and members of the This Is Your Heritage project steering group, to progress this project to agree the detail of YHC involvement, and to sign a partnership agreement with South Glos Council.



## **Environment & Community Project Report: Pop Inn Cafe**

**Period Covering:** November - January 2021

The venue began to accept cancellations of bookings from 18.03.2020, the venue closed in all capacities on 30.03.2020.

We remain closed in line with national guidance, working towards reopening the facility with indoor volunteering once we re-enter Tier 2.

### **1. Successes:**

- Counter has been expanded with the help of MAF funding from Councillor Mike Drew and John Gawn, creating more space for volunteers behind the counter and additional worktop space. (appendix 1);
- Rotten shelf under sink has been removed and replaced (appendix 1);
- The Estates manager is working on a solution to the exposed flooring left after kitchen works were completed (appendix 1);
- Social distancing floor markers have been purchased;
- Tables and chairs have been spaced out to allow social distancing;
- The building remains Covid-19 Secure;
- Continued contact is being made with the volunteers (where possible) to support wellbeing and signpost to additional services and the COVID19 community support;
- A review of profit on items sold has been undertaken and options to reduce the variety of similar products is being considered.

### **2. Future Ideas:**

Work is underway on:

- New logo design to increase branding – we plan to approach the management committee to gather feedback (appendix 2);
- Carbon Neutral – researching new equipment i.e. milk jugs to replace plastic pots, designing/sourcing recycling posters;
- Social Media – planning and posting content for users on the Pop Inn Café Facebook Page;
- A Covid Volunteer training pack being put together as part of the wider organisation approach to welcoming back volunteers;
- Forward planning events / bookings / activities;

### **3. Footfall:**

- No information to report.

### **4. Feedback**

- No feedback to report.

**5. Staffing & Volunteering:**

- No information to report.

**6. Management Committee Updates**

- The meeting due to take place on the 26<sup>th</sup> March 2020 was postponed due to COVID19. It has not been possible to hold this meeting digitally;
- The AGM was due to take place on the 17<sup>th</sup> September 2020 but has not taken place due to COVID19 implications.

Both meetings will be rescheduled once safe and appropriate to do so.

**7. Finance/Retail:**

- No information to report.

**8. Governance**

*The Environment and Community Committee can refer items of finance and governance requiring decision which are not covered by the Environment and Community Committee budget to the Finance and Governance Committee.*









*Operated by Volunteers since 2001*



**MINUTES OF THE EVENTS SUB-COMMITTEE MEETING HELD ON WEDNESDAY 12 JANUARY 2021 FROM 11.00AM to 12.00PM VIA ZOOM VIDEO CONFERENCING**

**PRESENT:**

Councillors John Ford and Alan Monaghan.  
Judith Cameron and Sue Swanborough - Friends of Kingsgate Park.  
Estates Manager, Community Projects Officer and Heritage Officer –  
Yate Town Council.

**Minute 1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Wully Perks and Karl Tomasin. Councillor Mike Drew was absent.

**Minute 2. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011**

No declarations of interest under the Localism Act 2011 were received.

**Minute 3. CHRISTMAS CAROLS 2021**

It was **NOTED** that:

- due to the current Covid 19 Pandemic and government regulations, the 2020 'Carols in Kingsgate Park' and 'Carols on the Green' at Yate Heritage Centre were cancelled;
- The Friends of Kingsgate Park ran a successful Facebook 'Paint a Pebble' event for Christmas 2020, inviting the community to paint a Christmas themed pebble or stone and lay it at the foot of the small Christmas tree adjacent to the service yard in the park.

It was also **NOTED** that:

- two very successful Covid Safe Christmas Carol Services, organised by local churches was held in Yate Shopping Centre on Sunday 20 December 2020 and was attended by 180 cars;
- the event was supported by Yate Town Council, Dodington Parish Council and hosted by Yate Shopping Centre. It proved to be very popular, ran very smoothly and raised over £1,000 for St Peter's

- Hospice;
- Yate Town Council staff were very happy to support the event in December 2020, however consideration will need to be given to staff time if the Town Council run their own Christmas carol events in 2021.

It was **RESOLVED** that the Sub-Committee review the Town Council's support towards a similar event in 2021, if it is to take place, dependent on the situation with Covid 19 nearer the time.

#### **Minute 4. EASTER EGG EVENT 2021**

It was **NOTED** that Members of the Events Sub-Committee agreed via email on 19.11.2020 to cancel the Easter Egg Event due to take place on Monday 5<sup>th</sup> April 2021 because of the Covid 19 Pandemic and government regulations.

It was **RESOLVED** that:

- Yate Town Council support the Friends of Kingsgate Park to organize an online Easter Bonnet competition for 2021, following the success of the 2020 event;
- The Community Project Officer liaise with the Friends group to progress the online project and to invite donations from the community for competition prizes.

#### **Minute 5. YATE ROCKS IN KINGSGATE PARK 2021**

The following was **NOTED**:

- In July 2020 ten companies were invited with relevant experience to quote for the event management of 'Yate Rocks' in Kingsgate Park to cover three years: 2021, 2022 and 2023;
- It was agreed via email with members of the Events Sub-Committee to accept the quote from Re-Energize in the sum of £8,250 to provide full event management services for the 2021 Yate Festival and for the following two years after that. (NB: this does not include costs or fees associated with suppliers and entertainments including stage sound system and engineers, roving entertainers, tribute acts or bands, activities including



rides and stalls and any promotions other than those featured in the event management services).

- It was recommended at Finance and Governance on 6<sup>th</sup> October 2020 that Re-energize would be contracted to organise Yate Rocks! 2021, and paid via a scheduled payment plan;
- In light of the situation with the Covid 19 Pandemic, it was agreed via email on 19<sup>th</sup> October 2020 and reported to Full Council on 27<sup>th</sup> October 2020 not to proceed with Yate Rocks! 2021. The decision was not made lightly, but was made before any costs were incurred;
- Re-Energize has been advised and thanked for their services to date;
- As it was agreed that the quote from Re-Energize would run for three years, we will be therefore be required to seek further quotes in June 2023;
- A review of Yate Rocks! 2022 will be discussed at the next Events Sub Committee meeting in the summer of 2021.

## **Minute 6. YATE HERITAGE CENTRE REPORT**

The following report from the Heritage Officer was received and **NOTED**:

*The last 10 months have been particularly difficult for events and event organisers. All major events had to be cancelled in 2020, although the Yate Heritage Officer and the Community Projects Manager were able to create an online International Festival which was streamed throughout October. As strict lockdown re-emerged in November it was not possible to do our annual carol evening in collaboration with St Mary's School Choir and church.*

### **St George Celebrations**

*St Georges Day is on Friday 23<sup>rd</sup> April 2021. The budget via Member Allocated Funding (MAF) 2020 had been deferred to the 2021 event. The Yate Heritage Officer is liaising with Same: Same Theatre (Madcap Tudor entertainment) who would have provided St George and the Punch and Judy Show as well as other entertainment for St George's Day, to work on an on line*

*alternative for Saturday 24<sup>th</sup> April 2021. To investigate publishing using a variety of online social networks possibly to include You Tube.*

### **Civil War Event**

*The Civil War event is scheduled for Saturday 11<sup>th</sup> July 2021. A funding bid has been completed. Discussions will continue with History demonstrators with a view to an event being published on social media networks.*

### **International Festival**

*The International event has been cancelled for Saturday 18<sup>th</sup> September 2021. However, the Heritage Officer is looking at social networking alternatives. An Area Wide Grant of £2,200 is in place for this event.*

### **Workshops**

*There is additional funding to run holiday workshops this year from Westerleigh Parish Council and an application has been made to Dodington Parish Council for further funding; activities will be undertaken online or in person as the situation allows.*

### **Exhibitions**

*As we have still been unable to open we are still accumulating information for the Going out in Yate, Swinging Sixties and Domestic Service displays. Yate Heritage Officer has been working with Yate International Academy to set up an art display at YHC: dates to be confirmed.*

### **Lectures**

*Lectures are currently being live streamed on Zoom. Considerations are being given to wider audiences and embracing different technologies when we are open.*

It was **RESOLVED** that proposals for online events as set out by the Yate Heritage Officer be supported.

## **Minute 7. REQUEST FOR CHRISTMAS MARKET/ICE SKATING WINTER WONDERLAND 2021**

The following request was received from a member of the community:

*I am writing to you to enquire about a potential Christmas market/ice*

*skating/winter wonderland for 2021. Have you ever thought of holding a Christmas market at Kingsgate Park? I am a local events organiser and have often thought the space at Kingsgate would be ideal for this type of event. I'd be happily involved in the organisation of the market if it were to be of interest to you. Please let me know your thoughts.*

The proposal was considered. However it was **NOTED** that parking would be an issue; there is great potential for damage to grassed areas of the park, depending on the weather, and security issues of clearing and locking down the park. It was agreed that Kingsgate Park was not an appropriate venue for such an event and therefore **RECOMMENDED** that a response be sent to the member of the community advising as such.

### **Minute 8. DATE OF NEXT MEETING**

**RESOLVED** A doodle poll to be sent out for a meeting to take place in early June 2021. Yate Rocks! 2022 to be added to the agenda and Re-Energize be invited to attend the meeting.

# 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	22.04.20	Minutes not yet received	tba
Fairtrade South Gloucestershire	16.03.20		
Friends of Brinsham Park	25.11.20	16.09.20	
Friends of The Common	19.05.20	Minutes not yet received	tba
Friends of Kingsgate Park	08.08.20 AGM	26.10.20	tba
Friends of Ridge Woods	15.01.20	Minutes not yet received	tba
Frome & Ladden Vale Environmental Link	19.03.20	Minutes not yet received	tba
Hanson Liaison Committee	05.11.20	Minutes not yet received	
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
Community Engagement Forum	11.3.20	Minutes not yet received	tba
Priority Neighbourhoods – Yate & Dodington Community Lead Group	12.11.20 07.01.21	Minutes not yet received	
Shopmobility	03.12.20		
Sodbury & Yate Business Association	20.02.20	Minutes not yet received	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	Minutes not yet received.	tba
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
Town and Parish Council Forum	15.10.20		
Yate Community Association			tba
Yate & District Twinning Association	18.10.19 AGM 04.12.21	Minutes not yet received	tba
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	Minutes not yet received	tba
Yate Community Plan	Autumn 2020		
Yate Genieri Link	9.11.20 13.01.21	Minutes not yet received	
Yate Town Centre Strategy Group	01.03.21	Meetings suspended	email Newsletter issued in lieu of meetings

**NOTES OF THE INFORMAL MEETING WITH A REPRESENTATIVE OF LPW  
HELD ON THURSDAY 7TH JANUARY 2021 VIA ZOOM 2PM-3PM**

**PRESENT, APOLOGIES & DECLARATIONS OF INTEREST**

Present;  
Councillor Tony Davis  
Community Projects Manager- Lori Ramsay  
LPW Service Lead- Jamie-Leigh Sabin-Staines

**PURPOSE OF MEETING**

To discuss ongoing youth provision delivered by LPW in Yate.

**DISCUSSION**

The following was **NOTED**;

**Venue(s):**

- Brimsham Green School have suspended all hire of the 'Youth Wing' until further notice;
- St Nix have availability to accommodate the additional sessions, St Nix have put extra cleaning sessions in place and been very flexible in ensuring youth provision can go ahead from the centre;
- Yate Town Council does have availability at the Parish Hall;
- Feedback from running sessions at the Parish Hall previously is that it does not meet the needs of young people in the way that St Nix does (cannot do indoor football, group cooking activities, separate breakout rooms etc);
- Young people have attended sessions at both St Nix and Brimsham where as there was little uptake at the Parish Hall from young people living at either side of Yate;
- There are now only 2 centre based group sessions per week due to COVID restrictions and the consistency of having both at St Nix is a plus for keeping provision there temporarily;
- Should Brimsham reopen in the meantime, sessions will be relocated ASAP.

**Delivery:**

- There are currently 2x 12 hour vacancies, these were advertised prior to the Christmas break but there were zero applicants. LPW will send the information to the CPM to promote via our social medias;
- Due to unforeseen staffing issues prior to Christmas break, some sessions did need to be cancelled and the Bristol team stepped in to take on the South Glos team's work;

- LPW would like to continue with the temporary Detached change, a review to take place towards the end of February, a catch up to be scheduled with LPW nearer to the time;
- This mean that Youth provision will continue as scheduled before Christmas as seen below:

	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
<b>DETACHED</b>	<b>2x3 hr</b>	Peghill/St Mary's					<b>3hr</b>		<b>3hr</b>	
<b>CENTRE</b>	<b>3hr</b>	Brimsham  1-2-1 Triage	<b>3hr</b>	StNix  Support			<b>3hr</b>	Brimsham  Support	<b>3hr</b>	St Nix  1-2-1 Triage
<b>ZOOM</b>	<b>1.5 hr</b>	"Make it Monday"	<b>1hr</b>	"Talk to Tuesday"	<b>1.5 hrs</b>	"Sparkle Wednesday"	<b>1hr</b>	"Throw a Fit Thursday"	<b>2hr</b>	"Film Night Friday"
<b>1-1</b>	<b>1.25 Hr</b>		<b>2.5hr</b>		<b>2.5hr</b>  <b>3hr</b>		<b>3hr</b>		<b>1.25hr</b>  <b>1hr</b>	

#### Added Value:

- LPW have submitted another grant to provide young people of School age, with sufficient technology to support school work from Home during this lockdown;
- They have approached Tesco and Dodington Parish Council for funding to purchase stationary and notepads, to put together 'learn from home' resource packs for parents living locally;
- LPW are in regular contact with the local Police 'Beat Team' however, there are currently no plans to reignite the original partnership works that took place between the two organisation during the first lockdown;
- LOTY is no longer operational with LPW, there was a low uptake on the service and youth workers found it harder to support the young people reaching out as it was anonymous;

- There are 3 youth work phonedlines advertised to the young people LPW work with in South Glos, young people have been reaching out for support via these lines which has worked well;
- Having more regular direct contact with these young people, has resulted in better outcomes and opportunities to support them to get help from a range of services;
- LPW can refer young people into a South Glos funded scheme via Barnados, which offers 1:1 work with young people with complex needs;
- LPW is also developing links with Schools to help fund some additional 1:1 work with their young people attending School locally, this will help sustain 1:1 work once group sessions return to larger attendance numbers;
- There is an additional South Glos Council funded session of detached on a Monday evening for 6 weeks in Yate.





Department for Environment and Community Services

Cllr Chris Willmore  
Emailed to: [chriswillmore@blueyonder.co.uk](mailto:chriswillmore@blueyonder.co.uk)

Date: 3 December 2020  
Your Ref:  
Our Ref: PP/LAKA/115900/MA115900  
Enquiries to: Licensing Services  
Telephone: 01454 868001  
Fax: 01454 863484  
E Mail: [licensing@southglos.gov.uk](mailto:licensing@southglos.gov.uk)

Dear Sir/Madam

**Licensing Act 2003**

**Re: Wm Morrison Supermarkets, Station Road, Yate, South Gloucestershire  
Application for the Issue of a VARIATION**

I write further to the Licensing Sub-Committee meeting on the **27<sup>th</sup> November 2020** where the above application was considered.

Please find attached to this letter a copy of the decision reached by the Licensing Sub-Committee.

Licensing Sub-Committee – 10.30am, 27<sup>th</sup> November 2020

Decision Note

**APPLICATION FOR THE VARIATION OF A PREMISES LICENCE**

**MORRISONS SUPERMARKET, STATION ROAD, YATE**

The Sub-Committee carefully considered the application to vary the terms of the existing premises licence for Morrisons Supermarket, Station Road, Yate, submitted by Gosschalks, acting on behalf of WM Morrison Supermarkets Plc.

The variation applied for is to extend the hours for the sale of alcohol to 24hrs a day Monday to Sunday inclusive. In addition, to permit late night refreshment from 23-00hrs to 05-00hrs Monday to Sunday inclusive.

The premises plan and details of the operating hours for the licensable activities being sought to be varied are set out in the application form attached at Appendix One to the officer report, as set out in the agenda papers.

The application made relates to a large supermarket on Station Road, Yate. The building is situated on Station Road, Yate, which is a busy main road and backs on to several residential properties.

The Sub-Committee carefully considered the application before them, the information provided by the Licensing Officer and the information provided by the applicant's agent, Mr. Richard Taylor (Gosschalks) and the representative from Morrison's, Kelly Nichols, National Licensing Manager.

The Sub-Committee also carefully considered the written and verbal representations made by local residents and Yate Town Council. The grounds of objection related to Public Nuisance and Crime and Disorder. Particular concerns were raised regarding the impact upon the amenity of local residents, with the entrance and exit to the car park being close to neighbouring residential properties, an increase in noise from cars and customers, an increase in light pollution and the potential for anti-social behaviour as a result of increased alcohol sales. The Town Council raised particular concern with regard to the application as it stated that the provision of late night refreshment would take indoors and outdoors.

Mr. Taylor advised that the applicant was seeking the licence variation to allow customers to shop when they felt most comfortable so that they could maintain social distancing. He confirmed that there would be an SIA accredited security guard in place at any time that the store was open for alcohol sales beyond its current hours. He also clarified that there was no intention to operate the café after 11pm and advised that the request for late night refreshment was to permit the sale of any product beyond ambient temperature, such as bakery products, rotisserie chicken, and hot coffee/drinks after 11:00pm. Mr. Taylor emphasised that there had been no opposition to the application from the Police or Environmental Health department. Mr. Taylor advised that the application simply sought the flexibility to open the premises beyond the current opening/alcohol sale hours of 6am to midnight.

Mr. Taylor gave a categorical assurance that late night refreshments would not be provided outdoors and that the applicant would accept the following conditions:

1. When the store is open for alcohol sales between midnight and 6am, a minimum of one SIA security guard will be employed at the premises
2. That the café will not operate between the hours of 11pm and 5am

The Sub-Committee noted that there was a planning application for a new exit from the store car park, but noted that this would be a matter for consideration under separate planning legislation. It was further noted that the store could open for extended hours under the extant planning permission albeit the hours during which the garage could operate were restricted.

The Sub-Committee noted that no objections had been made by the Responsible Authorities, including the Police, and took into account the Home

Office Guidance that Licensing Committees should look to the Police as the main source of advice in regard to Crime and Disorder.

The Sub-Committee also noted the concerns raised by local residents and Yate Town Council with regard the communication difficulties they had previously experienced when they had tried to raise concerns with the store in relation to public nuisance and amenity issues and welcomed the undertaking given by Mr. Taylor and Kelly Nichols, National Licensing Manager, that Morrison's would form a liaison group with local residents and the Town Council.

In reaching its decision, the Sub-Committee gave due consideration to the Council's Statement of Licensing Policy, with particular reference to Sections 1.6, 5, 6, 7 and 8 and to the guidance issued by the Secretary of State under Section 182 of the Licensing Act 2003 (as amended April 2018), with particular reference to Paragraphs 2.1, 2.7, 2.15, 2.22 and 10.1 to 10.66.

Whilst acknowledging the concerns expressed by Other Persons, the Sub-Committee had to take into account that no objections had been raised by the Responsible Authorities and felt that the clarification provided by the applicant in regard to security and the sale of late night refreshment did mitigate to some extent the concerns raised. There is also the opportunity for a Review of the Licence should significant difficulties arise.

**RESOLVED:** That the application for the variation of a premises licence, as set out in Appendix 1 to the officer report, be granted as applied for subject to the following additional conditions:

1. When the store is open for alcohol sales between midnight and 6am, a minimum of one SIA security guard will be employed at the premises
2. That the café will not operate between the hours of 11pm and 5am  
The Sub Committee would also strongly recommend that the applicant establishes a liaison group with local residents and the Town Council to ensure a clear line of communication.

### **Legal Officer advice**

The applicant, a Responsible Authority or Other Person who has made representations, may appeal to the Magistrates' Court against a decision made by the Licensing Sub-Committee. The applicant can also appeal to the Magistrates' Court against any conditions or terms attached to a Premises Licence granted by the Licensing Authority. Any appeal must be lodged at the Magistrates Court within 21 days of written notification of the decision. The Court has the power to make an award of costs against any party to an appeal.

I wish to confirm that we will issue the licences as granted by the Licensing Sub-Committee. If an appeal is made against the decision of the Licensing

Sub-Committee, the terms on which the licence was granted will remain until any appeal has been determined.

Yours sincerely

**Robert Walsh**  
**Head of Safe Strong Communities**

# Environment and Community Committee

Pending Log as of 19 January 2021

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>
<p>Linking Public Open Spaces – Blue Line Scheme</p>	<p><b>E&amp;C 21.1.20</b></p> <p><b>Item 7/9</b></p> <p>It was <b>RESOLVED</b> to advise Dodington Parish Council that Yate Town Council support the idea of alerting users to nearby facilities by means of way markers and extending walkway maps, but not actual blue line markings.</p> <p>27.2.20 Contact has been made with Dodington Parish Council (DPC) and a meeting to be arranged once DPC have scoped out plans with South Gloucestershire Council.</p>
<p>South Gloucestershire Council - Leases Outstanding</p>	<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>E&amp;P 28.5.13</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</p>

	<p>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>
--	--