



YATE TOWN COUNCIL

Tuesday 11 May 2016

You are hereby summoned to attend a meeting of **YATE TOWN COUNCIL** to be held at Poole Court, Yate on Tuesday 17 May 2016 between 7.15pm and 8.30pm for the purpose of transacting the business set out in the Agenda below.

HTownsend

Hayley Townsend
Town Clerk

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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.

In the event of a fire alarm or other emergency (signalled by a continuously ringing bell), please exit the Council Chamber and leave the building through the nearest fire exit or safest evacuation route. Please meet by the flag pole in the car park. (NB: The nearest fire exit is located at the end of the corridor. (Exit the council chamber and turn right)).

- 1 Apologies for absence.
- 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 confirm Minutes of the Town Council Meeting held on 23 February 2016 (Copy herewith)
- 6 To receive, consider and confirm Minutes of the Environment and Planning Committee Meeting held on 15 March 2016. (Copy herewith)
- 7 To receive, consider and confirm Minutes of the Finance and General Purposes Committee Meeting held on 12 April 2016. (Copy herewith)
- 8 To confirm Minutes of the Annual Town Meeting held on 26 April 2016. (Copy herewith)
- 9 To receive and consider the following items on the Clerk's Report. (Copy herewith)
 - 1 **Financial Reports**
 - 1/1 Accounts for Payment

Hayley Townsend Town Clerk Poole Court Poole Court Drive Yate South Gloucestershire BS37 5PP



Telephone and Minicom 01454 866506 Fax 01454 866514

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- 2 **Sub-Committee Reports**
 - 2/1 Planning Sub-Committee
 - 2/2 Staffing and Governance Sub-Committee
- 3 **Town Council Project Steering Group Committee Reports (Task Limited)**
 - 3/1 Elswick Park Development Project Steering Group Committee
 - 3/2 Play Areas Project Steering Group Committee
 - 3/3 Land at the Rear of Ridgewood Community Centre
 - 3/4 Rodford Site
 - 3/5 YOSC
- 4 **Working Groups**
 - 4/1 Kingsgate Park Café/Kiosk Working Group
- 5 **Yate Town Centre**
 - 5/1 Yate Town Centre Strategy Group
- 6 **Consultations**
 - 6/1 South Gloucestershire Council Member Awarded Funding
 - 6/2 Yate Town Council Responses to Consultations
 - 6/3 Urgent Consultations

**TOWN CLERK'S REPORT TO FULL COUNCIL MEETING TO BE HELD
ON TUESDAY 17 MAY 2016**

**ITEMS RELATING TO THE MEETING OF THE FINANCE AND GENERAL
PURPOSES COMMITTEE HELD ON 12 APRIL 2016;**

a) Item 10/2 (b) SLA - Provision of Youth Services in Yate.

To receive information and agree way forward. (Confidential Appendix 1)

b) Item 16 S106 Funding

To receive and consider S106 report. (Appendix 2)

1 FINANCIAL REPORTS

1/1 Accounts for Payment

To receive and approve accounts for payment. (Appendix 3)

2 SUB-COMMITTEE REPORTS

2/1 Planning Sub-Committee

(a) To **NOTE** the minutes of the Planning Sub-Committee meeting held on 12 April (Appendix 4a) and 26 April 2016. (Appendix 4b)

(b) To **NOTE** that a meeting of the Planning Sub-Committee will take place on 17th May 2016. A subsequent meeting of the Planning-Sub Committee will be convened depending on the date applications are received.

2/2 Staffing and Governance Sub-Committee

To receive minutes of the Staffing and Governance Sub-Committee meeting held on 10 May 2016. (To be circulated)

**3 TOWN COUNCIL PROJECT STEERING GROUP COMMITTEES
REPORTS (TASK LIMITED)**

3/1 Elswick Park Development Project Steering Group Committee

To receive any further information.

3/2 Play Areas Project Steering Group Committee

To receive the minutes of the Play Areas Project Steering Group Committee meeting held on 20 April 2016. (Appendix 5)

3/3 Land at the Rear of Ridgewood Community Centre

To receive the minutes of the meeting held on 17 March 2016 (Appendix 6).

3/4 Rodford Site

To NOTE that;

- Planning permission has been granted by South Gloucestershire Council in respect of the fencing and gate to be erected at the Rodford site;
- Quotations are being sought for the new 1.8m green powder coated galvanised fence & gate (subject to clarification on choice) to be installed as per Appendix 7 (B-C, C-D, D-E, E-F and F-G); A s106 application will be made for the car park area.
- We have been advised that a s106 bid cannot be made for the fencing and gates.

To decide whether to proceed with the installation of the fence and gates, despite the land not yet being in Yate Town Council's ownership.

3/5 YOSC

- (a) To receive any further update on negotiations concerning the final Heads of Terms agreement with South Gloucestershire Council, further to the following resolution of the Full Council meeting of 23 February 2016 (Minute No. 92/7a);

Correspondence to be sent to South Gloucestershire Council advising that Yate Town Council agree to the revised Head of Terms (showing the revised time of 25 years not 50 years) and request that the contracts are completed prior to 31 March 2016 to allow for grant applications to be made this financial year.

- (b) In respect of street lighting at YOSC, Minute No. 92/7b of the Full Council meeting of 23 February 2016 reported;

'the power connections have been installed, data flow are to be established and a meter hooked up in the near future.'

To NOTE:

- The meter was installed and the lights were reenergised on 25th March 2016;
- Cost for purchasing the meter is £224.00 plus VAT with £15.50 plus VAT per annum maintenance cost. Associated groundworks cost £3,000 plus VAT;
- Since then, it has been advised that 4 of the 9 lights do not work;
- We have approached a contractor to assess the non-working lights. They are unable to provide a fixed quote to find the faults and estimate the work could take a whole working day which would cost approximately £1,000 plus VAT;
- The cost for fixing the non-working lights, and then ongoing maintenance for all 9 lights are currently unknown.

To agree funding source for the above works, ongoing maintenance and power supply costs.

- (c) To receive update on draft SLA between Yate Town Council and YOSC Ltd;

- (d) To be advised that YOSC now has charitable status;
- (e) To **NOTE** that the £12,200 allocated to YOSC Ltd at the Full Council meeting on 27 October 2015 for the purchase of capital items has now been claimed in full see update (Confidential Appendix 8);
- (f) To be advised that 80% mandatory rate relief has been obtained from the beginning of YOSC Ltd liability and that an outcome on discretionary rate relief is awaited;
- (g) Further to YOSC Ltd requesting planning permission from South Gloucestershire Council for the erection of a large storage shed to replace the existing storage containers, a Notice of Assumption of Liability for Community Infrastructure Levy (CIL) has been received.

To **NOTE** the Assumption of Liability form has been signed by YOSC Limited in order to lodge an appeal against the Community Infrastructure Levy (CIL) charge.

- (h) To confirm that the only sums available for spending by YOSC Ltd are as agreed by Full Council on 5 January 2016, that there is flexibility within those heads, but that there must be due diligence and agreement before orders are placed. To consider granting delegated powers to the Environment and Planning Committee and Finance and General Purposes Committee to authorise spends outside of that agreed at Full Council on 5 January 2016, but contained within the total sum available from the transfer as and when transferred.
- (i) To receive any other information from YOSC Ltd for the period 17 May 2016 – 28 June 2016.

4 WORKING GROUPS

4/1 Kingsgate Park Café/Kiosk Working Group

Further to the decision at the Environment and Planning Committee meeting on 15 March 2016 relating to the provision of a gate in the fenceline at Kingsgate Park enabling access to the Vintage Birdcage Cakery premises in the Grooms House area at Stanshaws Court, to decide whether to:

- (a) hold Kingsgate Park Kiosk Working Group discussions in abeyance until such time as the gate trial period has expired (eg, the trial period will be revisited at the Environment and Planning Committee meeting on 27 September 2016);
- (b) disband the Kingsgate Park Kiosk Working Group;
- (c) re-open tenders for a kiosk in Kingsgate Park.

5 YATE TOWN CENTRE/SHOPPING CENTRES

5/1 Yate Town Centre Strategy Group

To receive the minutes of the Yate Town Centre Strategy Group meeting held on 15 March 2016 (Appendix 9).

6 CONSULTATIONS (*Paper copies of all consultations are available to view in the Town Council office*)

6/1 South Gloucestershire Council Member Awarded Funding

Previously circulated by email on 22 April 2016. Available from:

<http://www.southglos.gov.uk/consultation%3Chttp://www.southglos.gov.uk/consultation>

Consultation open from 21 April 2016 – 15 July 2016.

6/2 Yate Town Council Responses to Consultations

To receive and **NOTE** responses made on behalf of Yate Town Council to the following consultations:

- South Gloucestershire Council – Adult Social Care Charging Policy (comments prepared by Councillor Chris Willmore) submitted in accordance with minute no. 95/1 of the Full Council meeting held on 23 February 2016 (Appendix 10);
- South Gloucestershire Council – Library Consultation (comments prepared by Councillor Cheryl Kirby), submitted in accordance with minute no. 95/2 of the Full Council meeting held on 23 February 2016 (To be circulated);
- Southern Brooks – Family Support Contract with South Gloucestershire Council (comments prepared by Councillor Sue Walker), submitted in accordance with minute no. 95/3 of the Full Council meeting held on 23 February 2016 (Appendix 11);
- South Gloucestershire Council – Review of One Stop Shops & Customer Service (comments prepared by Councillor Chris Willmore), submitted in accordance with minute no. 95/4 of the Full Council meeting held on 23 February 2016 (Appendix 12);
- South Gloucestershire Council – Consultation on Review of Council Accommodation in Kingswood and Yate (comments prepared by Councillor Chris Willmore), submitted in accordance with minute no. 14/2 of the Finance and General Purposes Committee meeting held on 12 April 2016:

'In relation to proposals to intensify use of the Badminton Road site, the Town Council is very concerned about parking. We already encounter local difficulties as a result of staff parking there and would oppose anything that exacerbated that parking provision. We note the options include the possibility of additional staff and public parking. We want to stress that it is essential that this council office parking does not in any way impinge upon the land set aside for a park and ride. That is an essential component of the transport plan for the town and must be protected solely for park and ride public use. It should be built as part of the works being carried out on site, as it would facilitate public transport use by staff and visitors to the site, but should not be accessible to staff of the council as otherwise it will not address the traffic issues that emanate from Yate.'

- Technical Consultation on Implementation of Planning Changes (comments

prepared by Councillor Chris Willmore) submitted in accordance with minute no. 14/1 of the Finance and General Purposes Committee meeting held on 12 April 2016 (Appendix 13);

- Hackney Carriage Licensing Policy (comments prepared by Councillor Chris Willmore) submitted in accordance with minute no. 14/6 of the Finance and General Purposes Committee meeting held on 12 April 2016;

'We welcome the changes in this proposal to strengthen the support for customers, without adversely affecting existing good drivers.'

- Broadband Universal Service Consultation (comments prepared by Councillor Chris Willmore) submitted in accordance with minute no. 14/4 of the Finance and General Purposes Committee meeting held on 12 April 2016;

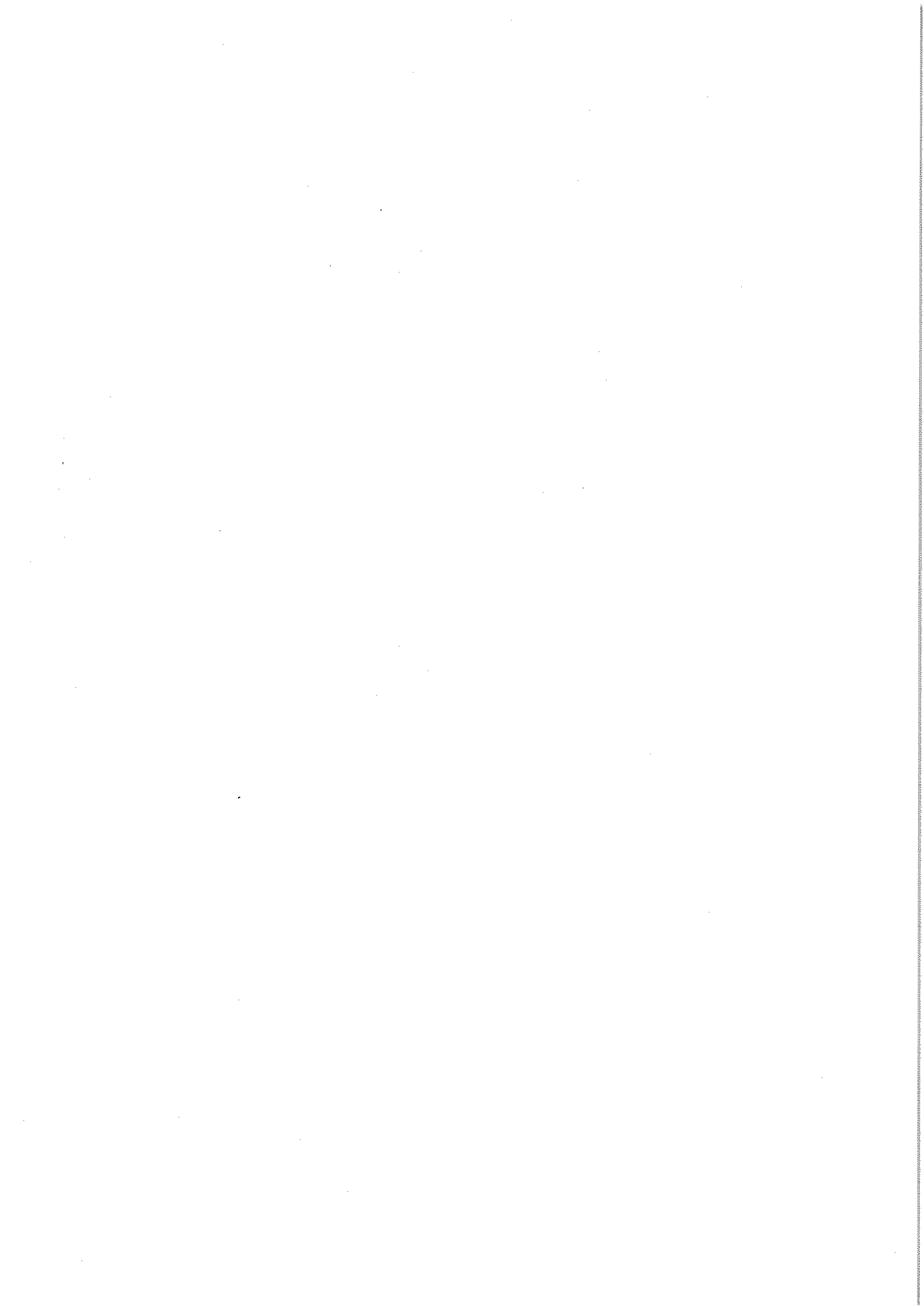
'We strongly support the project, and in particular the bringing of super-fast Broadband to those parts of our parish not yet covered. It is essential this is provided prior to the new development at North Yate and not lead to roads being dug up after they have been laid.'

Thanks be relayed to Councillors Cheryl Kirby, Sue Walker, Chris Willmore for compiling the responses.

6/3 Urgent Consultations

To receive any urgent consultation.

J:\Full Council\Clerks Reports\2015\Town Clerk's Report 17.05.16.doc-HT



under proposal:

Approved
Queries outstanding
Cont no yet in

within the year

Amber

two years

Green

Three years or more

Sports

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Approved Proposal	Current Status as at 21.03.16	Other Interested Service Providers	Yate Town Council Proposal
CATEGORY 1 - Sports	Coopers Works (1), Westerleigh Rd, Yate	£14,987.99	all received	£4,535.25	Enhancement of off-site category 1 in the vicinity of the Development - possibilities are Yate Common, Fromebank School, Sunnyside sports field, YOOSC, Woodchester play area, Sunnyside Lane	Sports pitch and courts improvements, kickabout area.	15 year from 01.07.13		Remaining Funds: £6,187.99 capital £4,535.25 revenue		SUNNYSIDE LANE PROJECT - to cover the cost of a refurbishment at Sunnyside Lane, football pitches/changing rooms to include ladies football changing rooms and solar panels and refurbish the toilets at the end to accommodate people with disabilities and the tennis players
CATEGORY 1 - Sport	Sea Stores, Kennedy Way, Yate	£129,454.58	£0.00	£115,747.02	Enhancement of off-site CATEGORY 1 in the vicinity of the Development - Possibilities are Lilliput Park, Brinsham Park, Howard Lewis Park, Kelston Close, Sunnyside, Stub Riding, Kingsgate Park and Yate Outdoor Sports Centre. Liaison with YTC/Dodington	Provision of enhancement of categories 1 and 2. 1st instalment prior to 1st legal transfer of the 75th dwelling. 2nd instalment due prior to 1st legal transfer of 150th dwelling and 3rd instalment due prior to first legal transfer of 200th dwelling or within 7 years of 2nd instalment, whichever is the sooner. All indexable to March 2010 prices	15 years from July 2015 any remaining funds to be spent on cost of improvements to Yate Library	£8,800 received by YTC	No split between cat 1 and cat has been received for the total pot of money in the sums of £357,600 Capital and £7,058.65 Revenue, SGC to check the split which has been applied	Yes	Trim trail in Kingsgate Park and Sunnyside Lane project as identified under Cooper Cat 1
CATEGORY 1 - Sport	Broad Lane, Yate	£23,294.78	all received	£7,049.18	Enhancement in the vicinity of the Development	No	5 years from 03.06.13	£18,753 received from SGC	Remaining Funds: £4,539.82 capital £8,114.62 revenue	No	YOSC capital items - Yate Town Council to apply

Appendix 2

Sports cont....

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Current Status as at 21.03.16	Other Interested Service Providers	Proposal
CATEGORY 1 - Sport	Rodford School, Yate	£49,442.27	£49,914.54 Capital £15,657.49 Revenue	£13,525.54	Funding to be spent at Kelston Close playing fields (also know as Queen Elizabeth 11 playing fields) and the Witches Hat play area or other play areas considered appropriate for the development.	N/A	10 Years from 08.06.15	£32,684.54 requested for the balance of monies required for play/skateboard equipment at the Witches Hat Site in Yate, plus £25,000 requested towards the cost of a car park to service the playing fields on the Rodford land retained by SGC (to be leased to YTC) plus funding toward providing open space equipment on land to be purchased at Abbotswood by YTC £balance of funding - awaiting outcome.	The £32,684.54 requested for the balance of monies required fro play/skateboard equipment at Witches Hat, Yate is currently being considered. A formal application must be made for the car park at Rodford Playing Fields. Yes		Also to check out funding of fencing between to sports fields and houses to avoid balls going out of playing field and into peoples gardens
CATEGORY 1 - Sport	Coopers Work (2) Phase 1	£81,422.16		£28,800.31	Provision and for enhancement of off site open space in the vicinity of the development	No	10 years from final payment 01.07.15			Yes	Sunnyside Lane Project see Coopers above
CATEGORY 1 - Sport	Wapley Court - CONTRIBUTIONS NOT YET RECEIVED	£0.00	£31,979.47 Capital £9,828.71 Revenue	£0.00	Funding to be spent at Kelston Close playing fields (also know as Queen Elizabeth 11 playing fields) and the Witches Hat play area or Woodchester play areas and Doddington Allotments		5 years from date of receipt			No	Doddington Parish Council to claim
CATEGORY 1 - Sport	Land off Randolph Avenue - CONT NOT YET IN	£0.00	£70,334.41 Capital £24,271.14 Revenue	£0.00	Enhancement to be made in vicinity of development site	No	5 years from date of receipt			No	YOSC capital works
CATEGORY 1 - Sport	Peg Hill - CONT NOT YET IN	£0.00	£478,821.94 Capital £144,895.14 Revenue	£0.00	Enhancement to be made in vicinity of development site	Pitches Courts & Greens	n/a			No	Older persons fitness trail in Brinsham Park and YOSC capital works to be applied for by YTC

Play

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Current Status as at 21.03.16	Other Interested Service Providers	Proposal
CATEGORY 2 - Play	Coopers Works, Westerleigh Rd, Yate	£7,347.60	all received	£8,179.86	Enhancement of off-site category 2&3 in the vicinity of the Development - possibilities are Yate Common, Fromebank School, Sunnyside sports field, YOOSC, Woodchester play area, Sunnyside Lane	Play	15 year from 01.07.13	£15,527 received from SGC			COMPLETE - no further funding available
CATEGORY 2 - Play	Sea Stores, Kennedy Way, Yate	£63,067.62	£0.00	£56,389.58	Enhancement of off-site CATEGORY 1 in the vicinity of the Development - Possibilities are Lilliput Park, Brinsham Park, Howard Lewis Park, Kelston Close, Sunnyside, Stub Riding, Kingsgate Park and Yate Outdoor Sports Centre. Liaison with YTC/Dodington	Provision or enhancement of categories 1 and 2. 1st instalment prior to 1st legal transfer of the 75th dwelling. 2nd instalment due prior to 1st legal transfer of 150th dwelling and 3rd instalment due prior to first legal transfer of 200th dwelling or within 7 years of 2nd instalment, whichever is the sooner. All indexable to March 2010 prices	15 years from July 2015, any remaining funds to be spent on cost of improvements to Yate Library		No split between cat 1 and cat has been received for the total pot of money in the sums of £357,600 Capital and £7,058.65 Revenue, SGC to check the split which has been applied	Yes	Howard Lewis Play Area refurbishment

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Current Status as at 21.03.16	Other Interested Service Providers	Proposal
CATEGORY 2 - Play	Broad Lane, Yate	£11,478.75	all received	£12,069.97	Enhancement in the vicinity of the Development	No	5 years from 03.05.13	£25,389.30 - requested to enhance the Play Area in Brinsham Green Park. The Friends of Brinsham Park have identified that they would like a play area installed on the scale of that which is in Kingsgate Park which would serve not only the existing community but also the new community which will result as a result of the new houses being built in the area. The release of this money would enable Yate Town Council to work with the Friends in appointing a Landscape Architect to progress the plan in bringing together and consulting on a scheme. Any surplus funding would be used towards the funding of supply and installation of equipment.		No	Total fund requested/agreed and awaiting to be claimed
CATEGORY 2 - Play	Rodford School	£50,322.93		£53,420.75	Funding to be spent at Kelston Close playing fields (also know as Queen Elizabeth 11 playing fields) and the Witches Hat play area or other play areas considered appropriate for the development.		10 years from 08.06.15				YTC estates supervisor to ask Abbotswood Action what they would do with £100,000 for play at Abbotswood/ or possible future Witches Hat
CATEGORY 2 - Play	Coopers Work (2) Phase 1	£31,848.30		£39,136.21	Provision and for enhancement of off site open space in the vicinity of the development	No	10 years from final payment 01.07.15				Future Eggshill Play Area
CATEGORY 2 - Play	Rodford School	£24,363.16	£24,595.87 Capital £25,989.19 Revenue	£22,450.47	Funding to be spent at Kelston Close playing fields (also know as Queen Elizabeth 11 playing fields) and the Witches Hat play area or other play areas considered appropriate for the development.	N/A	10 years from 08.06.15				Abbotswood

Phase 1: McCarthy Development									
CATEGORY	Coopers 2 Phase 3	£1,032.97	£1,085.74	due in shortly	Enhancement in the vicinity of the development	Equipped Play	10 years from date of last instalment		Future Eggshill
Phase 2: Blue Land Development									
CATEGORY	Coopers 2 Phase 3	£0.00	£31,388.58	£32,987.57	Enhancement in the vicinity of the development	Equipped Play	10 years from date of last instalment		Future Eggshill
		£1,032.97	£32,474.32	£32,987.57					

Unequipped play

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 105 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Current Status as at 21.03.16	Other Interested Service Providers	Proposal
CATEGORY 3	Coopers 2 Phase 4	£3,262.85	£0.00	£7,443.41	Provision and /or enhancement of off site open space in the vicinity of the development	No	10 years from final payment 01.07.15		21.03.16	Yes	Future Eggshill

Informal Open Space

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Current Status as at 21.03.16	Other Interested Service Providers	Proposal
Informal Open Space	Broad Lane, Yate	£882.03	all received	£4,090.34	Enhancement in the vicinity of the Development	No	5 years from 03.05.13	07.11.14 request made for estimated cost to fund jetty at Brinsham, Park in the sum of £3,750 from the revenue funding and a further request for the £883.98 to fund Interpretation Boards on the pier from the capital sum- awaiting outcome	21.03.16	No	Agreed/part claimed remaining works to be carried out to jetty and funds to be claimed
Phase 1: McCarthy Development											
Informal Open Space	Coopers 2 Phase 5	£4,135.86	£0.00	£22,414.59	Provision and /or enhancement of off site open space in the vicinity of the development	No	10 years from final payment 01.07.15				YTC estates supervisor to consult with the Friends of the Common to ask what they would like to do with funds; possibilities include enhanced gate access for older people large scale bulb planting and seating

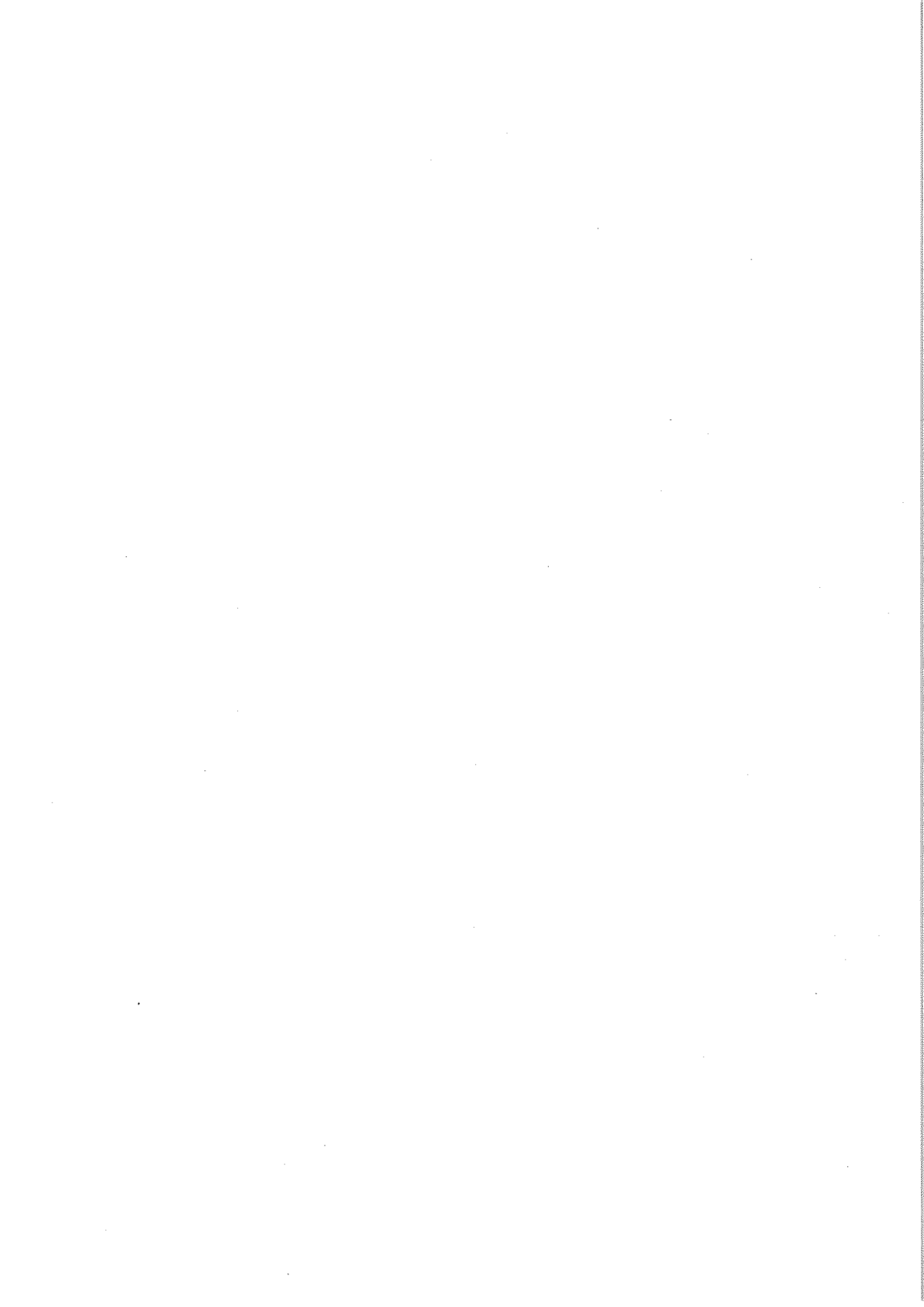
Courts and Greens

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Other Interested Service Providers	Proposal
Phase 1: McCarthy Development										
CATEGORY 1 - Courts & Greens	Coopers 2 Phase 1	£8,711.75	£2,636.42	due in shortly	Enhancement in the vicinity of the development	Courts & Greens	10 years from date of last instalment			Trim Trail Kingsgate Park

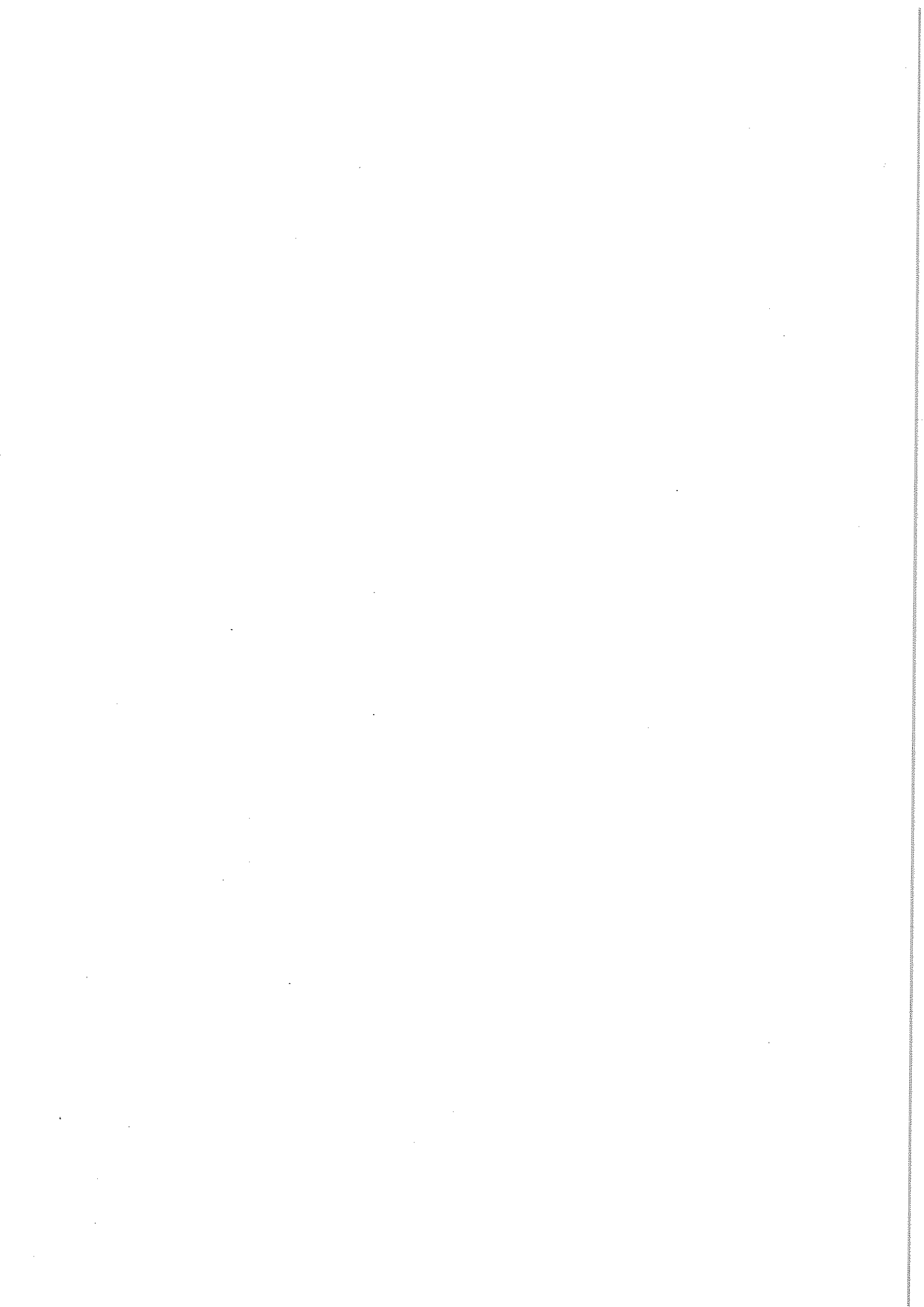
Pitches

CS Ref	Site name	Capital amount received	Further sums from this development	REVENUE	Condition of Section 106 Agreement of where to be spent	Any limitations through the agreement?	Time bound	Yate Town Council Proposal	Other Interested Service Providers	Proposal
Phase 1: McCarthy Development										
CATEGORY 1 - Pitches	Coopers 2 Phase 2	£6,288.46	£1,902.73	due in shortly	Enhancement in the vicinity of the development	Sports Pitches	10 years from date of last instalment			Astro turf at Sunnyside pitches
Phase 2: Blue Land Development										
CATEGORY 1 - All sports	Coopers 2 Phase 2	£0.00	£67,905.28	£20,538.35	Enhancement in the vicinity of the development	Sports Pitches	10 years from date of last instalment			Astro turf at Sunnyside pitches

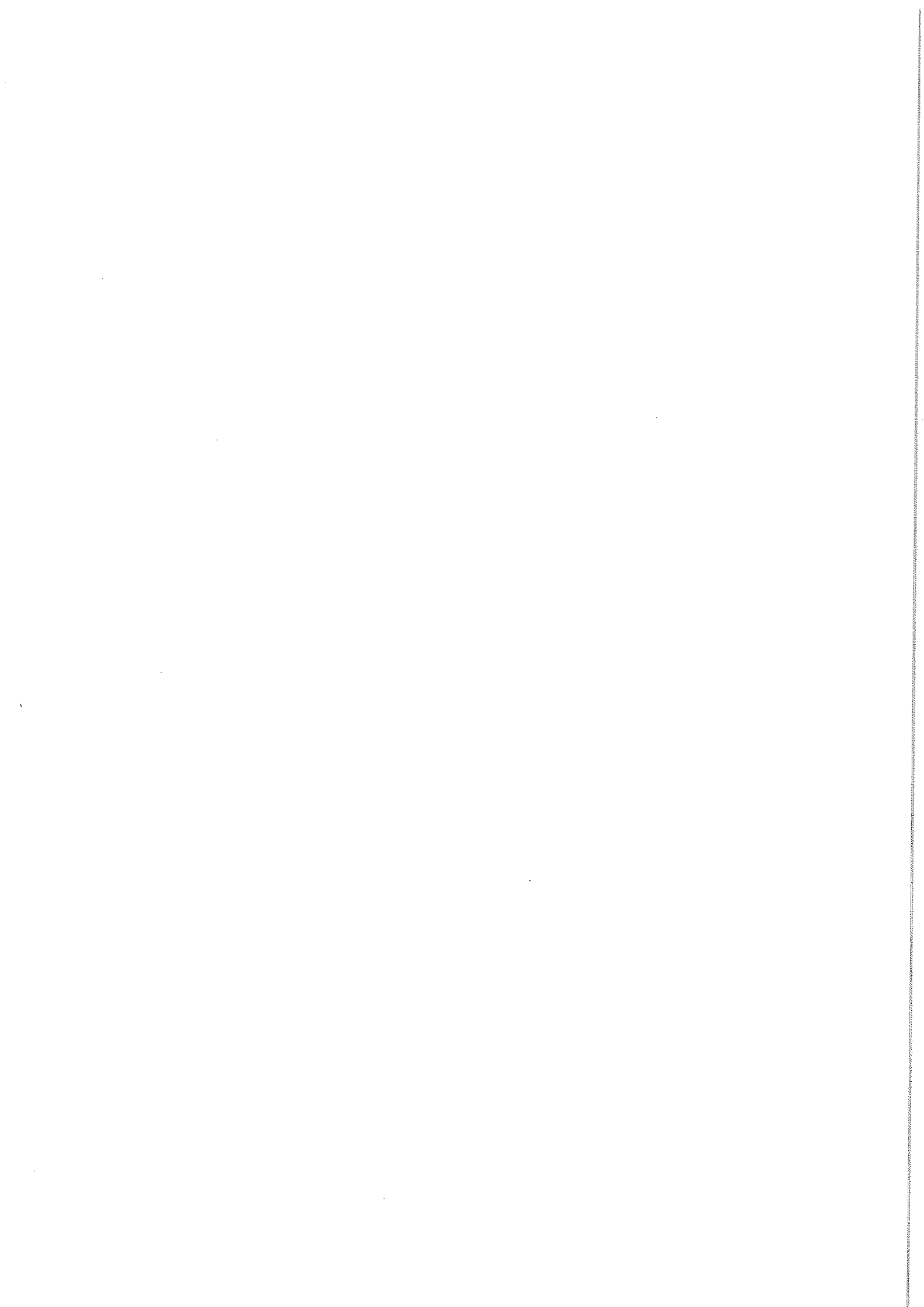
Coopers Works 1, Westerleigh Road, Yate
 Coopers 2
 Coopers 2
 BROAD LANE
 SEA STORES



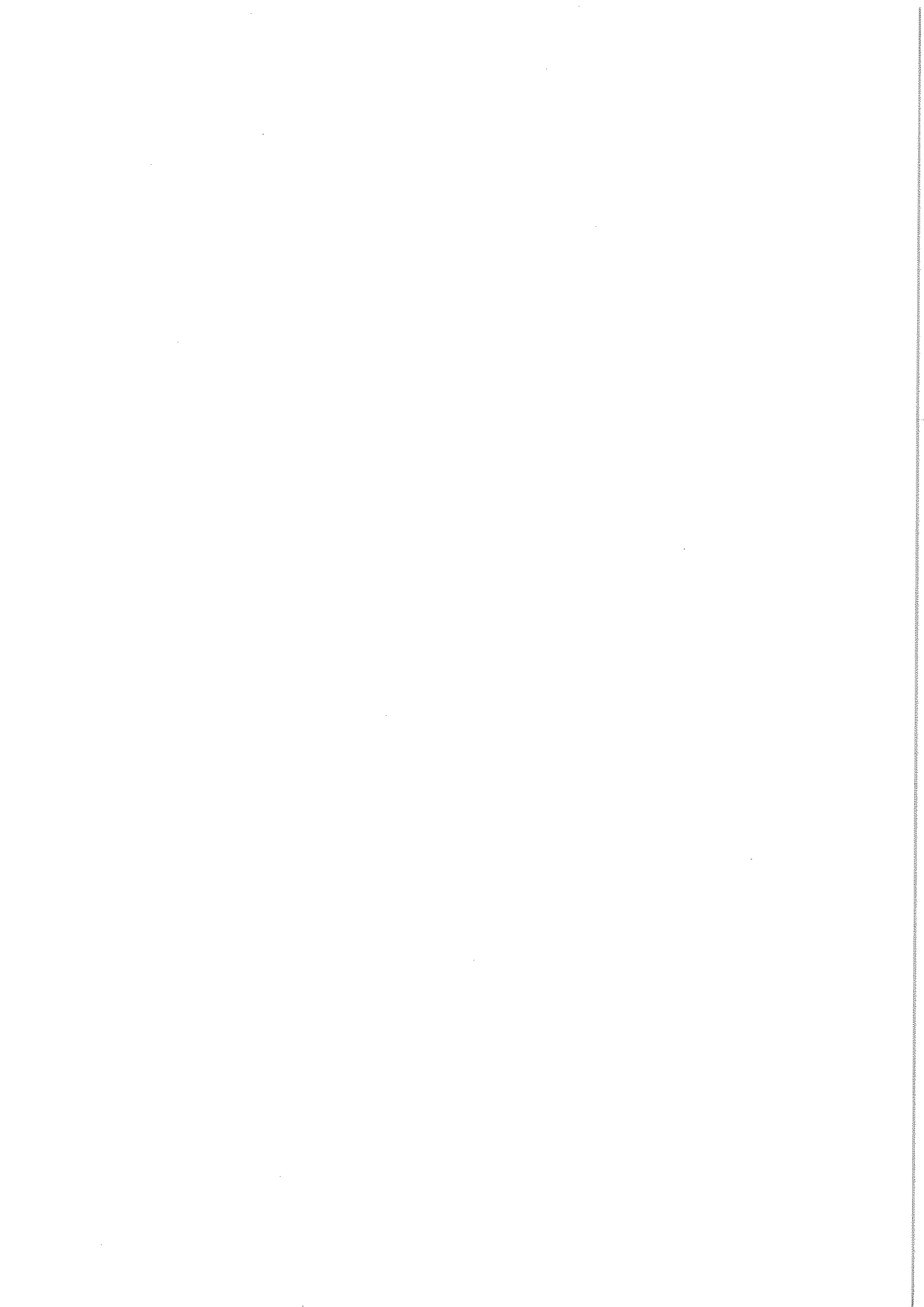
Payments List to Annual Town Council Meeting 17 May 2016									
Payment Date	Beneficiary Name	Department	Purpose of expenditure	Net Payment	Vat	Irrecoverable VAT	Gross	Merchant Category	
22.04.16	Amazon	Armadillo	Bulbs for cinema projector	193.32	38.66	0.00	231.98		
19.04.16	Amazon	Armadillo	Computer Game	18.33	3.67	0.00	22.00		
	Beacon Cleaning Services Ltd	Parish Hall	Cleaning	249.72	49.94	0.00	299.66		
	Beacon Cleaning Services Ltd	Kingsgate Park Toilets	Cleaning	124.45	24.89	0.00	149.34		
	Beacon Cleaning Services Ltd	Town Council Properties	Cleaning	648.00	129.60	0.00	777.60		
	Bidvest	Pop Inn Café	Kitchen Stock for Resale	117.34	7.91	0.00	125.25		
	Blazen Web Marketing	Heritage Centre	IT Support	95.00	19.00	0.00	114.00		
	Brake Bros Ltd	Armadillo	Kitchen Stock for Resale	30.08	0.78	0.00	30.86		
	Bristol, Glos, Somerset, Wilts Probation	Open Spaces	Community Payback	550.00	110.00	0.00	660.00		
21.04.16	BT	Pool Court	Security phone line	73.83	14.77	0.00	88.60		
21.04.16	BT	Pop Inn Café	Telephone Charges	172.58	34.52	0.00	207.10		
29.04.16	BT	Armadillo	Broadband	60.60	12.12	0.00	72.72		
22.04.16	BANES	Staff Salaries	Pension Contributions	176.02	0.00	0.00	176.02		
	Cash	Service Support	Petty Cash Expenditure	176.21	21.00	0.00	197.21		
	Cash	Armadillo	Petty Cash Expenditure	214.38	9.67	0.00	235.27		
	Chapple & Jenkins	Pop Inn Café	Kitchen Stock for Resale	58.15	1.30	0.00	59.45		
	Chapple & Jenkins	Armadillo	Kitchen Stock for Resale	18.17	3.63	0.00	21.80		
	Disclosure & Barring Service	Armadillo	DBS Authorisation	13.00	0.00	0.00	13.00		
	Fuelgenie (Worldline IT)	Estates Vehicles	Fuel for estates vehicles	153.64	30.73	0.00	184.37		
	Initial	Armadillo	Hygiene Bins	76.17	15.23	0.00	91.40		
	Lidl	Civic Services	Refreshments for Civic Event	63.47	1.52	0.00	64.99		
	Morrisons	Estates Vehicles	Fuel	50.01	10.00	0.00	60.01		
	Morrisons	Estates Vehicles	Fuel	33.33	6.67	0.00	40.00		
	Murray Hire Centres Ltd	Open Spaces	Hire of Equipment	17.00	3.40	0.00	20.40		
	Nisbets	Armadillo	Kitchen Equipment	121.60	24.32	0.00	145.92		
	NSG	Town Council Parks	Security	727.90	145.58	0.00	873.48		
	NSG	Town Council Properties	Building Security	492.00	98.40	0.00	590.40		
	NSG	Town Council Parks	Security	755.57	151.11	0.00	906.68		
	Otis Ltd	Pool Court	Annual lift maintenance contract	2,457.29	491.45	0.00	2,948.74		
	Pearce Bros	Estates Vehicles	Hire of Estates Vehicle	495.00	99.00	0.00	594.00		
	PPG Architectural Coatings UK Ltd	Town Council Properties	Maintenance Materials	96.85	19.37	0.00	116.22		
	Ross Office Supplies	Service Support	Stationery	82.08	16.42	0.00	98.50		
	Scaffers	Pop Inn Café	Kitchen Stock for Resale	131.95	0.00	0.00	131.95		
	Scaffers	Pop Inn Café	Kitchen Stock for Resale	127.68	0.00	0.00	127.68		
	Siemens Financial Services	Service Support	Photocopier Lease Rental	520.00	104.00	0.00	624.00		
11.05.16	Sky Business	Armadillo	Sky Package	80.00	16.00	0.00	96.00		
	SSE/SWALEC	Armadillo	Gas supply	950.84	190.16	0.00	1,141.00		
	Sunnyside Tennis Courts	Sunnyside Tennis Courts	Telephone/Commission	21.45	4.29	0.00	25.74		
	T H White Ltd	Estates Vehicles	Service/Maintenance Estates Vehicle	720.97	144.19	0.00	865.16		
	The Bristol Pest Controller	Brinsham Fields	Pest Control	150.00	30.00	0.00	180.00		
	Trailline	Service Support	Travel for staff training	53.50	0.00	0.00	53.50		
	Travis Perkins	Estates Materials	Maintenance Materials	67.30	13.46	0.00	80.76		
	Tudor Bridge Club	Pool Court	Refund of room hire charge	80.00	0.00	0.00	80.00		
	Virgin Media Business	Pool Court	Pool Court Wifi	40.00	8.00	0.00	48.00		
	Yate Genieri Link	Grants and Community Support	Grant funding award 2015/2016	120.00	0.00	0.00	120.00		
	YOSC FM	Civic Services	Room hire for Twinning Event	35.00	0.00	0.00	35.00		
	Zurich Municipal	Service Support	Fidelity Insurance Premium	75.23	0.00	0.00	75.23		



Interim payments made on 29th April 2016 - To Annual Town Council Meeting 17 May 2016									
Payment Date	Beneficiary Name	Department	Purpose of expenditure	Net Payment	Vat	Irrecoverable VAT	Gross	Merchant Category	
29.04.16	ACAS	Service Support	Staff Training	95.00	0.00	0.00	95.00		
29.04.16	BT	Armadillo	Broadband	14.61	2.92	0.00	17.53		
29.04.16	Beacon Cleaning Services Ltd	Kingsgate Park Toilets	Cleaning Materials	48.86	9.77	0.00	58.63		
29.04.16	Beacon Cleaning Services Ltd	Parish Hall	Cleaning Materials	57.67	11.54	0.00	69.21		
29.04.16	Beacon Cleaning Services Ltd	Bowling Pavilion	Cleaning Materials	91.73	18.34	0.00	110.07		
29.04.16	Beacon Cleaning Services Ltd	Heritage Centre	Cleaning Materials	23.16	4.63	0.00	27.79		
29.04.16	Bidvest	Pop Inn Café	Kitchen Stock for Resale	80.62	5.93	0.00	86.55		
29.04.16	Chapple and Jenkins	Armadillo	Kitchen Stock for Resale	1.49	0.30	0.00	1.79		
29.04.16	Chapple and Jenkins	Armadillo	Kitchen Stock for Resale	35.64	7.13	0.00	42.77		
29.04.16	Chapple and Jenkins	Armadillo	Kitchen Stock for Resale	89.92	17.98	0.00	107.90		
29.04.16	Chapple and Jenkins	Armadillo	Kitchen Stock for Resale	-3.99	-0.80	0.00	-4.79		
29.04.16	Chapple and Jenkins	Armadillo	Kitchen Stock for Resale	48.36	9.67	0.00	58.03		
29.04.16	Chapple and Jenkins	Armadillo	Kitchen Stock for Resale	40.89	8.18	0.00	49.07		
29.04.16	Chapple and Jenkins	Pop Inn Café	Kitchen Stock for Resale	53.52	0.00	0.00	53.52		
29.04.16	Churchills	Pop Inn Café	Kitchen Stock for Resale	181.90	0.00	0.00	181.90		
29.04.16	The Consortium	Town Council Properties	First Aid Kits	84.54	16.91	0.00	101.45		
29.04.16	Elite Hygiene Services	Kingsgate Park Toilets	Clearing blocked drains	99.95	19.99	0.00	119.94		
29.04.16	Fuelgenie (Worldline IT Services)	Estates Vehicles	Fuel	262.02	52.39	0.00	314.41		
29.04.16	GB Sport & Leisure	Town Council Play Areas	Maintenance	445.61	89.12	0.00	534.73		
29.04.16	J Hollister	Estates Materials	Estates Materials	31.98	6.40	0.00	38.38		
29.04.16	Landcare Nursery Ltd	Open Spaces	Shrubs	206.00	41.20	0.00	247.20		
29.04.16	Manor Printing Services	Service Support	Printing Town Council Newsletter	539.00	0.00	0.00	539.00		
29.04.16	Parish of Yate	Grants & Community Support	Grant Award	69.79	0.00	0.00	69.79		
29.04.16	Performing Rights Society	Armadillo	Music Licence	684.93	136.99	0.00	821.92		
29.04.16	Patterson	Pop Inn Café	Kitchen Equipment	30.41	6.08	0.00	36.49		
29.04.16	Quality First Premier Window Cleaners	Town Council Properties	Window Cleaning	92.58	0.00	0.00	92.58		
29.04.16	Ross Office Supplies	Pool Court	Kitchen Stock for Resale	9.90	0.00	0.00	9.90		
29.04.16	Ross Office Supplies	Service Support	Stationery	7.11	1.42	0.00	8.53		
29.04.16	SHB Hire Ltd	Estates Vehicles	Hire of vehicle	312.00	62.40	0.00	374.40		
29.04.16	Swalec	Armadillo	Electricity	373.45	74.69	0.00	448.14		
29.04.16	Swalec	Armadillo	Electricity	388.61	77.72	0.00	466.33		
29.04.16	Swalec	Bowling Pavilion	Electricity	490.94	98.18	0.00	589.12		
29.04.16	Scoffers	Pop Inn Café	Kitchen Stock for Resale	120.84	0.00	0.00	120.84		
29.04.16	South Glos Council	Service Support	Recovery Payment	149.03	0.00	0.00	149.03		
29.04.16	South Glos Council	Armadillo	DBS Check	15.00	3.00	0.00	18.00		
29.04.16	South Glos Council	Heritage Centre	Telephone Charges	331.61	66.32	0.00	397.93		
29.04.16	South Glos Council	Service Support	Telephone Charges	1,902.34	380.47	0.00	2,282.81		
29.04.16	South West Councils	Service Support	Annual Associate Subscription fee	362.00	72.40	0.00	434.40		
29.04.16	Stannah Left Services Ltd	Armadillo	Servicing to lift	196.43	39.29	0.00	235.72		
29.04.16	Screwfix (Trade UK)	Estates	Estates Equipment/materials	5.76	1.15	0.00	6.91		
29.04.16	Screwfix (Trade UK)	Estates	Estates Equipment/materials	9.16	1.83	0.00	10.99		
29.04.16	Screwfix (Trade UK)	Estates	Estates Equipment/materials	11.60	2.32	0.00	13.92		
29.04.16	Virgin Media	Armadillo	Telephone Charges	33.83	6.77	0.00	40.60		
29.04.16	Zurich Insurance	Town Council Properties	Insurance	17,171.44	136.04	0.00	17,307.48		
29.04.16	Zurich Insurance	Armadillo	Insurance	3,760.95	0.00	0.00	3,760.95		



Interim Payments List 5th May 2016 to Annual Town Council Meeting 17th May 2016									
Payment Date	Beneficiary Name	Department	Purpose of expenditure	Net Payment	Vat	Irrecoverable VAT	Gross	Merchant Category	
05.05.16	Bristol Gas and Heating Ltd	Town Council Properties	Boiler/Water Heater Servicing	1,080.00	0.00	0.00	1,080.00		
05.05.16	FRaMS Associates (PM) Ltd	Town Council Properties	Fire Risk Assessments	1,800.50	360.10	0.00	2,160.60		
05.05.16	Swalec	Football Pavilion	Gas	82.06	4.10	0.00	86.16		
05.05.16	Swalec	Pop Inn Café	Gas	200.68	10.03	0.00	210.71		
05.05.16	Swalec	Parish Hall	Electricity	162.85	8.14	0.00	170.99		
05.05.16	Swalec	Pop Inn Café	Electricity	225.21	11.26	0.00	236.47		
05.05.16	Swalec	Football Pavilion	Electricity	167.04	8.35	0.00	175.39		
05.05.16	Swalec	Kingsgate Park	Electricity	295.12	14.75	0.00	309.87		
05.05.16	Yosc Ltd	YOSC	Ride on Mower	17,093.14	0.00	0.00	17,093.14		



MINUTES OF THE PLANNING SUB-COMMITTEE MEETING HELD ON MONDAY 12TH APRIL 2016 FROM 7.00PM – 7.25PM AT POOLE COURT, YATE.

PRESENT: Councillors, Aziz Chowdry, Alan Monaghan, Karl Tomasin and Cheryl Kirby.
Finance Officer (YTC)

1. APOLOGIES FOR ABSENCE

RESOLVED Apologies for absence were received from Councillors, Ben Campbell, Sue Walker, Mike Drew, John Gawn, Wully Perks, Tony Davis, John Ford, Penny Thoyts, Chris Willmore, Ian Blair, John Davis, Margaret Marshall and Chris Edmonds.

2. MEMBERS' DECLARATION OF INTERESTS

None

3. PLANNING APPLICATIONS

The meeting considered planning applications received from South Gloucestershire Council.

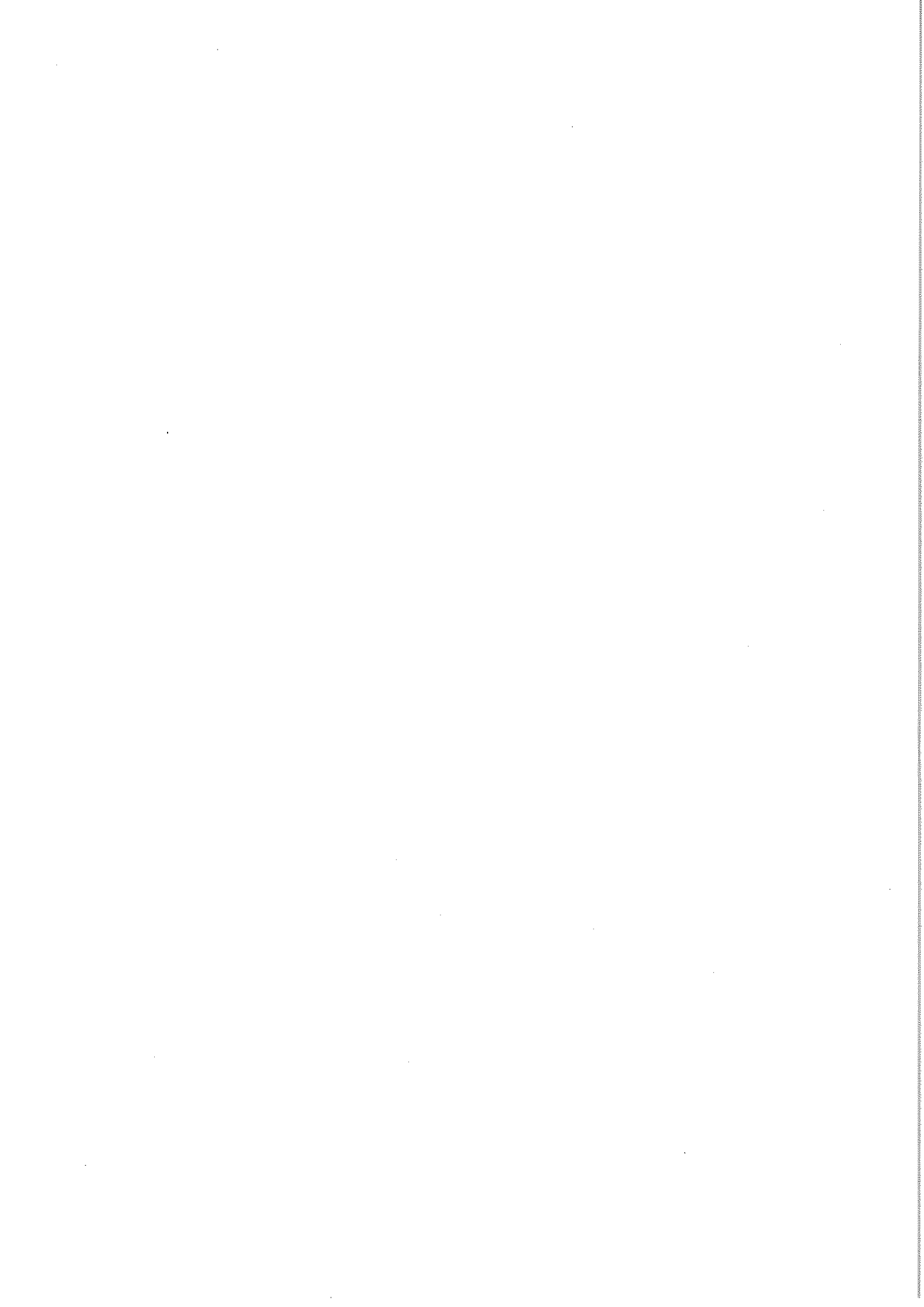
It was **RESOLVED** that comments contained in Appendix 1 be submitted to South Gloucestershire Council.

4. DATE OF NEXT MEETING

The next Planning Sub Committee meeting will be held on:

Tuesday, 26th April 2016 at 7.00pm.

S:\Planning\Planning\Minutes\2016\Minutes 26.4.2016
Full Council 17.5.2016



YATE TOWN COUNCIL PLANNING APPLICATIONS 12th APRIL 2016

Link to South Glos Council Planning Website:
<http://developments.southglos.gov.uk/online-applications/>

Ref. No.	PK16/1480/PNH http://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O4YDV2OK0CW00&prevPage=inTray
Description	Erection of single storey rear extension, which would extend beyond the rear wall of the original house by 3.5 metres, for which the maximum height would be 3.5 metres and for which the height of the eaves would be 2.4 metres. Case Officer Fiona Martin
Location	21 Mountbatten Close Yate Bristol South Gloucestershire BS37 5TD
Applicant	
Received	31 st March 2016
YTC Comments	No objection

Ref. No.	PK16/1426/F http://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O4U8QROKIK100&prevPage=inTray
Description	Demolition of existing conservatory. Erection of single storey rear/side extension to form additional living accommodation. Case Officer Mathew Bunt.
Location	15 Ridgeway Yate Bristol South Gloucestershire BS37 7AE
Applicant	
Received	4 th April 2016
YTC Comments	No objection

Ref. No.	PK16/1479/RVC http://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O4WPPGOKIM700&prevPage=inTray
Description	Variation of condition 13 attached to planning permission P87/2097 as varied by planning permission PK09/1140/RVC to allow deliveries during 06:30-21:30 Monday to Saturday and 09:00-21:00 Sundays. Case Officer Simon Ford
Location	Morrisons Station Road Yate South Gloucestershire BS37 5PW
Applicant	
Received	5 th April
YTC Comments	No objection

Ref. No.	PK16/1453/PDR http://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=O4WFFEOK0CW00&prevPage=inTray
Description	Erection of single storey side extension to provide additional living accommodation. Case officer Fiona Martin.
Location	26 Wiltshire Avenue Yate Bristol South Gloucestershire BS37 7UF.
Applicant	
Received	6 th April 2016
YTC Comments	No objection

MINUTES OF THE PLANNING SUB-COMMITTEE MEETING HELD ON TUESDAY 26TH APRIL 2016 FROM 7.00PM – 7.25PM AT POOLE COURT, YATE.

PRESENT: Councillors, Tony Davis, Wully Perks, Alan Monaghan, Chris Willmore, John Gawn and Mike Drew.
Senior Administrative Officer (YTC)

1. APOLOGIES FOR ABSENCE

RESOLVED Apologies for absence were received from Councillors Cheryl Kirby, Ben Campbell, Aziz Chowdry, Sue Walker, Karl Tomasin, John Ford, Penny Thoyts, Ian Blair, John Davis, Margaret Marshall and Chris Edmonds.

2. MEMBERS' DECLARATION OF INTERESTS

None

3. PLANNING APPLICATIONS

The meeting considered planning applications received from South Gloucestershire Council.

It was **RESOLVED** that comments contained in Appendix 1 be submitted to South Gloucestershire Council.

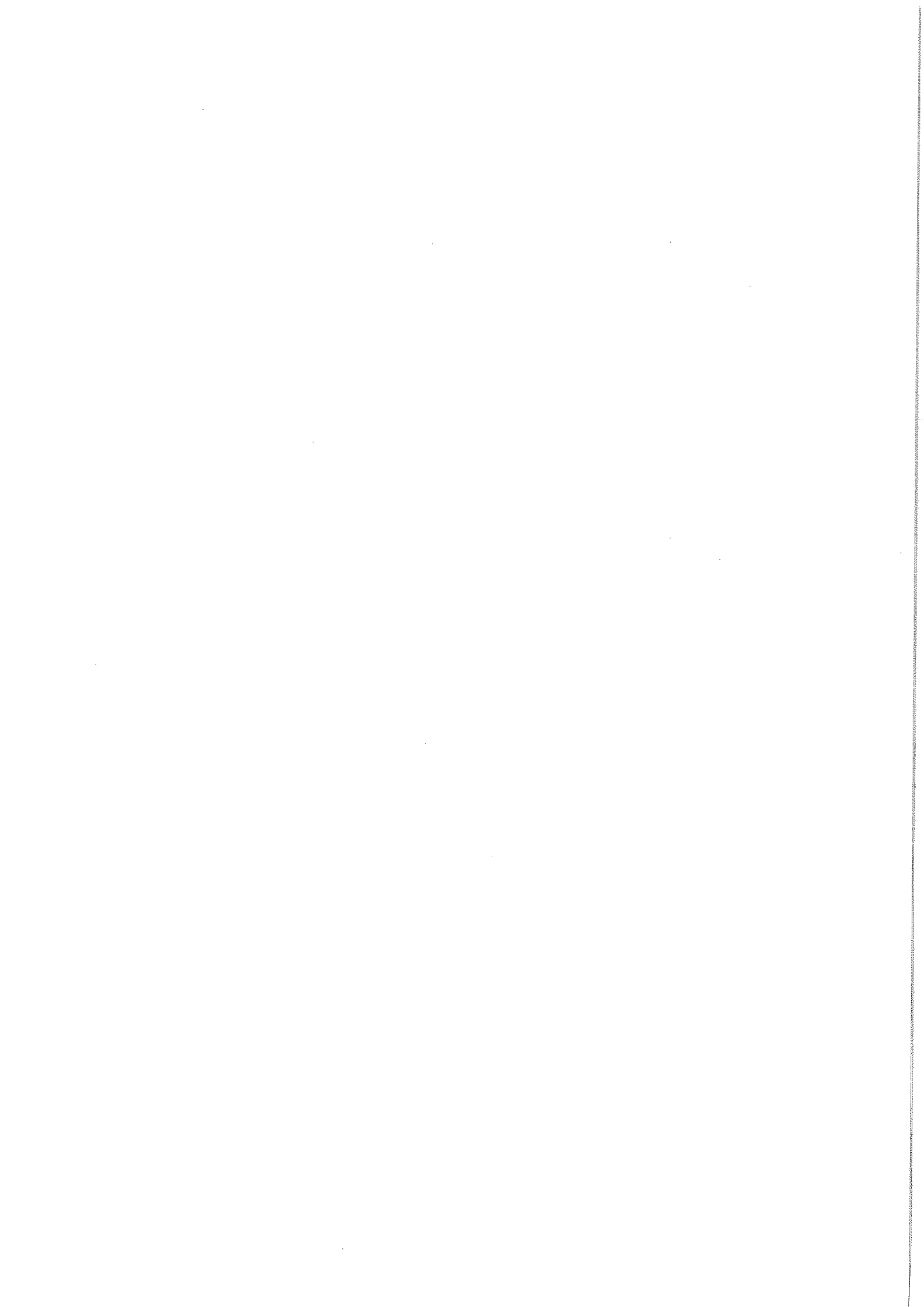
4. LAND AT NORMANDY DRIVE, YATE BS37 4FJ

The Planning Enforcement Investigation Notice received in respect of Land at Normandy Drive, Yate BS37 4FJ was **NOTED**.

4. DATE OF NEXT MEETING

The next Planning Sub Committee meeting will be held on:

Tuesday, 24th May 2016 at 7.00pm.



YATE TOWN COUNCIL PLANNING APPLICATIONS 26th APRIL 2016

Ref. No.	PK16/1480/PNH (APPLICATION WITHDRAWN)
Description	Erection of single storey rear extension, which would extend beyond the rear wall of the original house by 3.5 metres, for which the maximum height would be 3.5 metres and for which the height of the eaves would be 2.4 metres.
Location	21 Mountbatten Close Yate Bristol South Gloucestershire BS37 5TD
Applicant	
Received	20 th April 2016
YTC Comments	

Ref. No.	PK16/1517/F
Description	Change of use of land to residential curtilage. Erection of 1.8m high boundary wall. Case Officer Helen Braine
Location	Beechwood House 4 Lime Croft Yate Bristol South Gloucestershire
Applicant	
Received	18 th April 2016
YTC Comments	Objection Visual amenity to locality. Visual appearance and landscaping and materials. Possible future pavement This land is public highway as per enclosure map circa 1842

Ref. No.	PK16/1404/PNH LARGER HOME EXTENSIONS – NEIGHBOUR CONSULTATION SCHEME <u>WITHDRAWN</u>
Description	The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 3.55m, and for which the height of the eaves would be 2.2m. Case officer Matthew Bunt
Location	36 Stirling Close Yate Bristol South Gloucestershire BS37 5UJ
Applicant	
Received	18 th April 2016
YTC comment	

Ref. No.	PK16/1502/F
Description	Erection of 4no. 50t silos to allow for an additional stockpile of plastic pellets for 'emergency use'. Case officer Griff Bunce
Location	Sharp Interpack Limited Highway Yate South Gloucestershire BS37 7AA
Applicant	
Received	14 th April 2016
YTC Comments	Object. YTC objected to original silo application due to visual impact therefore see no reason to support further application. Object on grounds of visual impact –Suggest lower the height of the silos to reduce visual impact Impact of site to Ridgewood nature reserve Expect to see landscaping enhancements/screening along boundary

Ref. No.	PK16/1333/F
Description	Erection of double car port. Case Officer Simon Ford
Location	18 - 19 Cheshire Close Yate Bristol South Gloucestershire BS37 5TQ
Applicant	
Received	12 th April 2016
YTC Comments	No objection

Ref. No.	PK16/1488/CLP APPLICATION FOR CERTIFICATE OF LAWFULNESS
Description	Certificate of Lawfulness proposed for erection of single storey rear extension to form additional living accommodation. Cased Officer Fiona Martin
Location	16 Laddon Mead Yate Bristol South Gloucestershire BS37 7NG
Applicant	
Received	8th April 2016
YTC Comments	No objection

TABLED ITEMS

Ref. No.	PK16/1780/ADV
Description	Consent to display 1 no. internally illuminated fascia sign, 1 no. non illuminated fascia sign and 1 no. external portal. Case Officer David Stockdale
Location	Unit 3 Yate Shopping Centre North Walk Yate Bristol
Applicant	
Received	22nd April 2016
YTC Comments	No objection

Ref. No.	PK16/1740/F
Description	Demolition of 61 Cambrian Drive to facilitate erection of 18no dwellings with associated works, access, parking and amenity space (resubmission of application PK15/2330/F) Case Officer Griff Bunce
Location	Land North Of Cambrian Drive Yate Bristol South Gloucestershire BS37 5TT
Applicant	
Received	20 th April 2016
YTC Comments	<p>Object</p> <p>YTC reiterate previous comments.</p> <p>This is a well-used piece of open space which has been used integrally with the adjoining open land for 35 years - since before the houses were built. It is essential to keep it open.</p> <p>The impact on the houses either side of what will be the new road</p> <p>More traffic in Cambrian Drive.</p> <p>Loss of parking - at the end of the cul de sac, and elsewhere because of the extra traffic.</p> <p>Increased problems at the Wellington Road junction.</p> <p>Impact on the public footpath from Wellington Road to Mountbatten instead of being safe and away from cars - and on how people from Mountbatten can get to the open space as they want to build right up to the hedge so there will be no way through.</p> <p>Visual amenity - instead of looking out onto green space residents will be looking out onto houses, drives and parking lots.</p> <p>No access from the footpaths to the open space - except along private parking areas from the new houses and that will be gated off from the open space with no public access. And the new development will be right up to the hedge so there will be no way round. It will effectively cut off Cambrian, Cheshire, Chichester and Mountbatten from their open space, and lead people to break down the hedge to get access to the remaining open space.</p>

	<p>The plan shows gated access to the open space, but adjoining private parking lots, so the application as submitted will not provide any public access to the open space from the south, and this is not acceptable.</p> <p>The parking lots are a disaster - we have seen elsewhere how they rapidly become an eyesore and this is not appropriate for the location. The layout means the drives from the houses will adjoin the footpaths and this is a safety issue. The layout also puts houses fronting onto the open space / school reserved land with absolutely no front gardens, just a small path from the parking lots. These households will be very close to the open space, and will find use of the open space, particularly teenage use of the kick about area intrusive, and there will be lots of complaints. We oppose the development strongly, but if it is to happen it needs to be designed to minimise this risk so we avoid occupiers of these houses complaining about legitimate use of the open space. So - put the back gardens there. Lack of front gardens means householders will feel the open space is theirs and object to public use.</p> <p>YTC consider this application to be a mockery of the planning system as this application has previously lost at appeal.</p>
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Ref. No.	PK16/1315/F
Description	Erection of single storey rear and side extension to form additional living accommodation. Case officer Simon Ford
Location	32 Sutherland Avenue Yate Bristol South Gloucestershire BS37 5UE
Applicant	
Received	25 th April 2016
YTC Comments	No objection

MINUTES OF THE PLAY AREA PROJECTS STEERING GROUP COMMITTEE MEETING HELD ON WEDNESDAY 20th APRIL 2016 FROM 6.00PM- 7.00PM AT POOLE COURT.

PRESENT: Councillors Ian Blair, Tony Davis, Chris Willmore - Yate Town Council.
Estates Supervisor and Estates Support Officer - Yate Town Council.

1. APOLOGIES FOR ABSENCE

RESOLVED Apologies for absence were received and accepted from Councillors Chris Edmonds and John Ford.

Councillors Aziz Chowdhry, Alan Monaghan, Wully Perks and Karl Tomasin were absent.

2. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

None received.

3. MINUTES OF THE PREVIOUS MEETING

RESOLVED The minutes of the previous meeting held on Monday 14th December 2015 be approved as a true and accurate record.

4. WITCHES HAT PLAY AREA – SIGNAGE

A proposal was received from the youth worker in relation to artwork for Witches Hat Play area signage (Appendix 1).

Some pieces of artwork which had been prepared by young people from St Nicks Youth Centre were presented to the meeting.

RECOMMENDED:

- Request that the street artist works in conjunction with young people to come up with a design for the new signage;
- Ensure new signage design is within the remits of the signage review in terms of size and branding.

5. HOWARD LEWIS PLAY AREA

An update was received from the Landscape Architect.

The following was **NOTED:**

- A meeting has been set up with the Head at Broadway Infants on 9th May 2016 to discuss consultation;
- Contact has been made with The Ridge School and it is anticipated a meeting will be arranged for May 2016;
- Initial site review is being undertaken.

6. ST MARY'S PLAY AREA

The following was **NOTED:**

- A consultation leaflet was prepared and delivered to houses in Templar Road on 7th March 2016 (Appendix 2) ;
- To date, no feedback / responses from members of the public have been received.

A draft project brief was presented (Appendix 3).

RECOMMENDED:

- Draft project be approved subject to the following amendments:
 - Removal of the vehicle access gate requirement;
 - Removal of the items regarding painting the remaining equipment – these should be done in house and charged to the project.
- Financial provision be made within the grant funding for the signage to be re-done in line with Yate Town Council new signage guidelines;
- Ensure a project management fee is calculated and applied to cover Officer time developing this project;
- Tender proposals may be sought from interested play area providers;
- Delegated powers be granted to the Clerk working in conjunction with the Estates Supervisor and Estates Support Officer to select and proceed with the most suitable scheme providing it is within brief and budget;
- Aim to get the play area refreshed by the end of the Summer 2016.

7. BRINSHAM FIELDS AND PARK

An update was received from the Landscape Architect.

The following was **NOTED:**

- A meeting was attended with the Brinsham Green School Council on the 23rd March 2016 and the consultation sheet was tabled;
- Years 7 to 9 were especially helpful, and gave lots of thoughts and ideas;
- The School circulated the consultation questionnaire on their online homework system – results will be sent to Landscape Architect in due course;
- Once information is gathered, a draft layout with images will be put together to take to a meeting of the Friends of Brinsham Fields Group and comments reported back to Yate Town Council.

8. EGGSHILL LANE

Correspondence from a member of the public was received and discussed (Appendix 4).

RECOMMENDED:

- Estates Supervisor to explore the flooding issues at Eggshill Lane;
 - Engage the services of external contractor if required to establish what is causing the ongoing issues;
 - Delegated powers be granted to the Clerk in conjunction with the Estates Supervisor to implement a solution and to recharge any costs incurred to a relevant party if it is established the issue is not the responsibility of Yate Town Council.
- **RESOLVED:**
 - Repaint existing equipment and give the site a general tidy up as soon as possible;

- As soon as funding becomes available from identified sources (S106), schedule Eggshill play area refurbishment as soon as practicable;
- Send a response to the member of the public outlining the steps being taken to rectify the flooding, future plans for refurbishment once funding becomes available and to reassure that the play area will be painted and tidied up in the short term.

9. ROLLING PROGRAMME REPORT – PLAY AREA REFURBISHMENT

An updated rolling programme report was received for discussion (Appendix 5).

RESOLVED:

- Review and amend the life span reviews for each item of equipment using the traffic light system;
- Review and refresh the rolling programme in line with future funding availability.

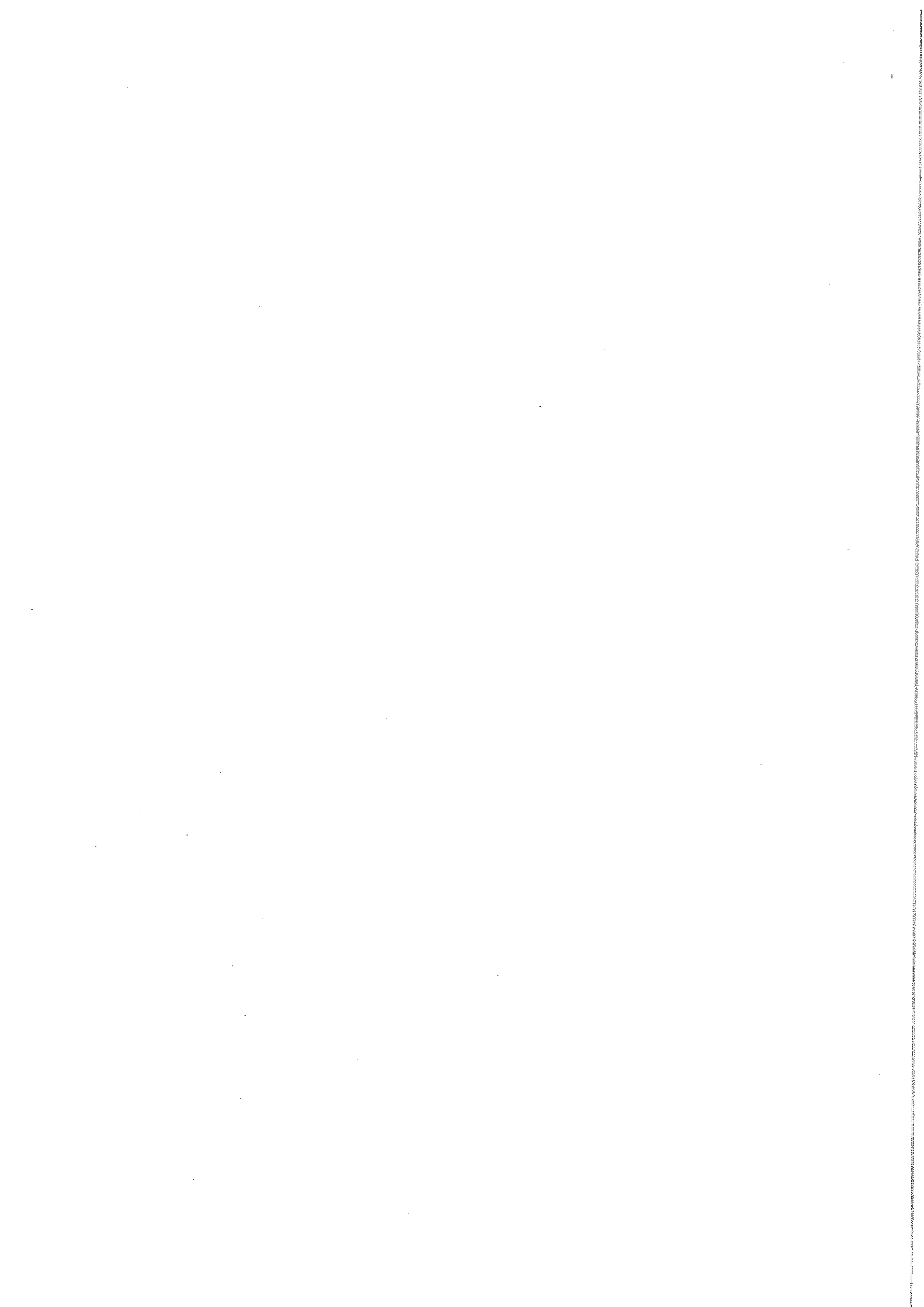
10. ABBOTSWOOD ACTION – PLAY AREA CONSULTATION

Correspondence from Abbotswood Action was received (Appendix 6).

The content was discussed and it was **RECOMMENDED** that the Estates Supervisor attend relevant meetings regarding the development of a play area at Abbotswood.

11. DATE OF NEXT MEETING

RESOLVED The next meeting to be held as required (Doodle to be sent to members for availability) at Poole Court, Yate.



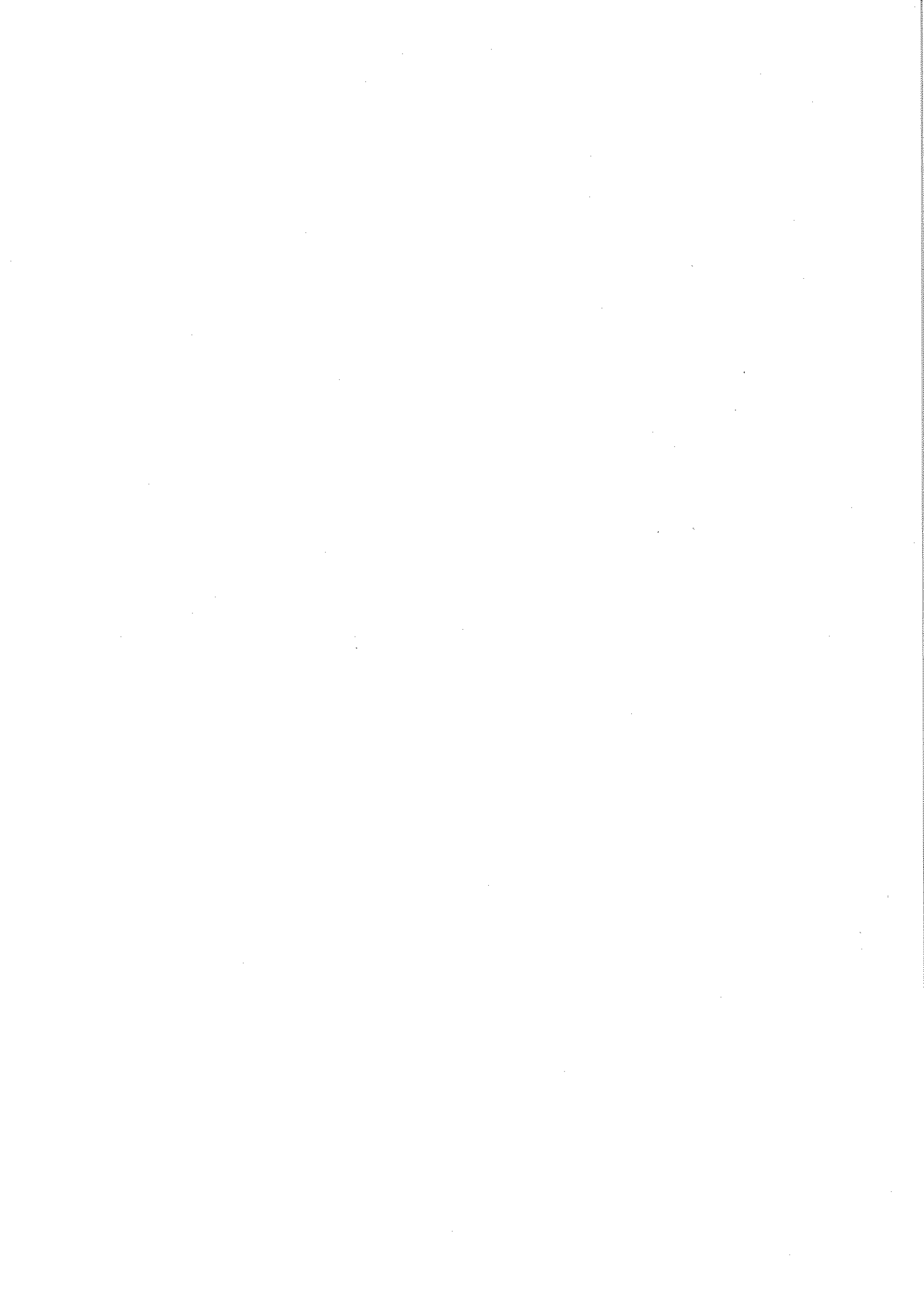
Witches Hat Sign Proposal April 2016

Several months back Yate Town Council approached St Nicks Youth Centre to look at making designs for a new sign at the updated Witches Hat Park. Some of the young people were interested at the time and some designs were produced. In the meantime, the young people were engaged in helping the local graffiti artist to design some artwork for the ramps.

In early January the local artist covered two of the ramps and designed the front and back wall of the shelter that young people sit around. Weather wasn't too great, so further work on this was on hold. Last week the graffiti artist has been back to the park to re spray one of the walls, and discussions are being had about further artwork. The young people are very interested in this, and the youth worker is looking at developing workshops at the youth centre on graffiti design and spraying.

With this in mind, it may be good to look at combining these two projects, whereby graphic / graffiti design workshops are held in the centre so young people are learning a new skill and therefore developing more artwork for the park –including the new sign. If we were to approach a sign making company who could produce different font designs for the sign "The Witches Hat", then young people could adapt these or vote on the best design, as opposed to coming up with the sign from scratch. We are more likely to have a wider interest and we could engage with groups at park, they may not access the centre, and/or could be shown in schools.

Another approach maybe to ask the local graffiti artist to come up with a design himself, alongside young people and this could be printed up on a sign for the park. The new sign could be launched alongside some other graffiti artwork in the park in the holidays – and an event could be arranged alongside for the young people and wider community. This could be an overall celebration of the refurbishment of the park – and the unveiling of the new sign.....



Getting in Touch

There are several ways to get in touch with Yate Town Council:

Email us: info@yatetowncouncil.gov.uk

Telephone us: 866506

Write to us: Yate Town Council, Poole Court, Poole Court Drive, Yate, BS37 5PP



"Like" us on Facebook 'Yate Town Council'



"Follow us" on Twitter [@yatetowncouncil](https://twitter.com/yatetowncouncil)

Or contact your local Yate Town

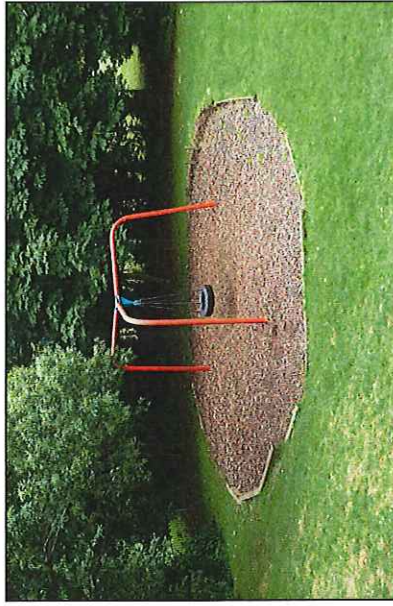
Councillor directly:

NORTH WARD
Mike Drew Tel (home) - 311777 E-mail mike.drew@southglos.gov.uk
Chris Edmonds Tel—07872 427848 E-mail chris.edmonds1987@gmail.com
John Ford Tel (home) - 311632 E-mail john.ford@gleeds.co.uk
Chris Willmore Tel (home) - 311777 E-mail chriswillmore@blueyonder.co.uk



St Mary's Play Area

Yate Town Council is excited to tell you that your local play area is being given a small refresh later this year.



Appendix 2
to Appendix 5



www.yatetowncouncil.gov.uk

What's the plan?

Yate Town Council has decided to make a few cosmetic improvements and refresh some of the tired and worn equipment at the St Mary's play area.

No solid proposals have been decided on yet, but the emphasis is very much on improving and tweaking the existing play area, rather than totally refurbishing it.

What specifically has been suggested?

Several ideas came out of a consultation session held with children at St Mary's School about what they want to see at the play area.

They generally like the existing play area, but wanted a few enhancements, like improved swings and more opportunity to climb.

Parents also fed back to us that they would like the entrances to the play area to have self closing gates as this helps to keep dogs out and small children in!

As this play area is geared towards toddlers and primary school age children, these small improvements would have a big impact.

These ideas, alongside some repairs and enhancements identified by Yate Town Council, are likely to form the basis of the plans.

Suggested elements of the refresh to include:

- Update the existing swings;
- Update Swingabout unit swing (replace the tyre) and the surrounding bark pit;
- Replace the safety surfacing around the existing equipment;
- Fit self-closing gates to the entrance points;
- Remove the large broken roundabout and reinstate the ground to grass;
- Improve steps and slide set into the bank;
- Consider adding another piece of equipment—the children suggested a trampoline or low level rotating climbing net;
- Repainting existing equipment and landscaping to ensure the play area looks attractive.

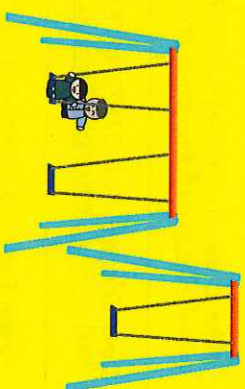


What's the likely time-scale?

A grant for £70,000 has been secured so the money is available. Once firm plans have been made, works can be started as soon as possible for completion later this year.

We'd love to hear what you think about the plans for St Mary's play area as a local resident.

If you have any suggestions you would like to share, please get in touch using the details on the back of the leaflet.



St Mary's play area - Project Design Brief

PLAY AREA

This brief outlines the requirements for the play area at St Mary's, to make improvements to and refresh the existing play area. This will include the design and installation of new equipment, adaption and refurbishment of existing equipment, safety surfacing and hard and soft landscaping.

The play area should be made more appealing and offer a wider range of play opportunities to primary school age children and younger.

SPECIFICATION

The project includes elements of improving and replacing existing facilities and a design element, which this brief describes. Providers are invited to put forward proposals for the various elements of the scheme as follows:

- **Update existing swings;**

Refresh the swings, replacing the existing tyres with modern alternatives.

- **Update existing swingabout unit and surrounding bark pit;**

Replace existing tyre swing with basket swing.

Replace edging to bark pit and fill with new bark (either bark or wood peelings) meeting current safety standards.

The bark pit is to be fitted with perforated pipe drainage discharging to suitable point at the bottom of the site. Base of bark pit to be Terram lined.

Existing bark to be excavated and loaded by the contractor for transportation off-site by Yate Town Council transport for re-use.

- **Vehicle access gate**

Incorporate a 3m width vehicle access gate into the lower fence line.

- **Replacement of safety surfacing;**

The springy chicken and the pedal roundabout should have the rubber Impact Absorbing Surface (IAS) replaced. The seesaw, small multi-use, inclusive springer and swing, should have AIS cut out and re-laid around the edge (allow 18" width). Repairs should be like-for-like rubber. Replacement may be wet-pour or Tiger-mulch type rubber.

- **Fitting of self-closing gates;**

Self-closing gates should be fitted to the 2 pedestrian access points.

- **Repainting of remaining steelwork;**

All items of painted steelwork not replaced should be repainted with rust inhibiting metal paint.

- **Widen existing pathways to accommodate a wheelchair / double buggy;**

- **Remove large roundabout and reinstate ground to grass (to include disposal of item).**

Contractor's Designed Portion

A range of play opportunities should be provided around the bank. This can include climbing and sliding activities and could include various means of ascending and descending the bank, steps of various forms, pull up rope, rope netting structures, angled boulder climb (not vertical wall); slides of various types and sizes.

It should include:

- **Construction of hard surface along the spine of the bank, replace existing steps and slide;**

A hard surfaced path capable of accommodating wheelchairs should be constructed along the spine of the bank to allow access to a new slide/s. Replace the existing steps and slide – ensure new slide/s are of sufficient width to maximise their inclusivity.

Any rope material should normally be steel cored.

Removal of scrub vegetation is permissible, and mature trees may be pruned but not removed.

Impact absorbing surfaces, appropriate for the bank environment and fall heights should be provided.

It may also include:

Additionally, during public consultation, a number of specific items of equipment were identified as being very desirable. These include a trampoline, a rotating climbing net (similar to the traditional Witches Hat type net) or similar climbing feature.

A stile could also be incorporated into lower fence line e.g. SAE metal stile or similar.

Please include as many of these items as possible within budget.

The Budget

Yate Town Council has secured £70,000 for the play area refresh. Providers are therefore invited to submit rates for the identified work plus drawings and quotations for the contractor's designed portion.

Assessment

Proposals will be judged against the following criteria:

- Play value;
- Design. Schemes will be assessed in respect of their suitability for the site and the degree to which proposed features meet the requirements;
- Cost. Although the budget for the project is fixed, value for money will be a key consideration.



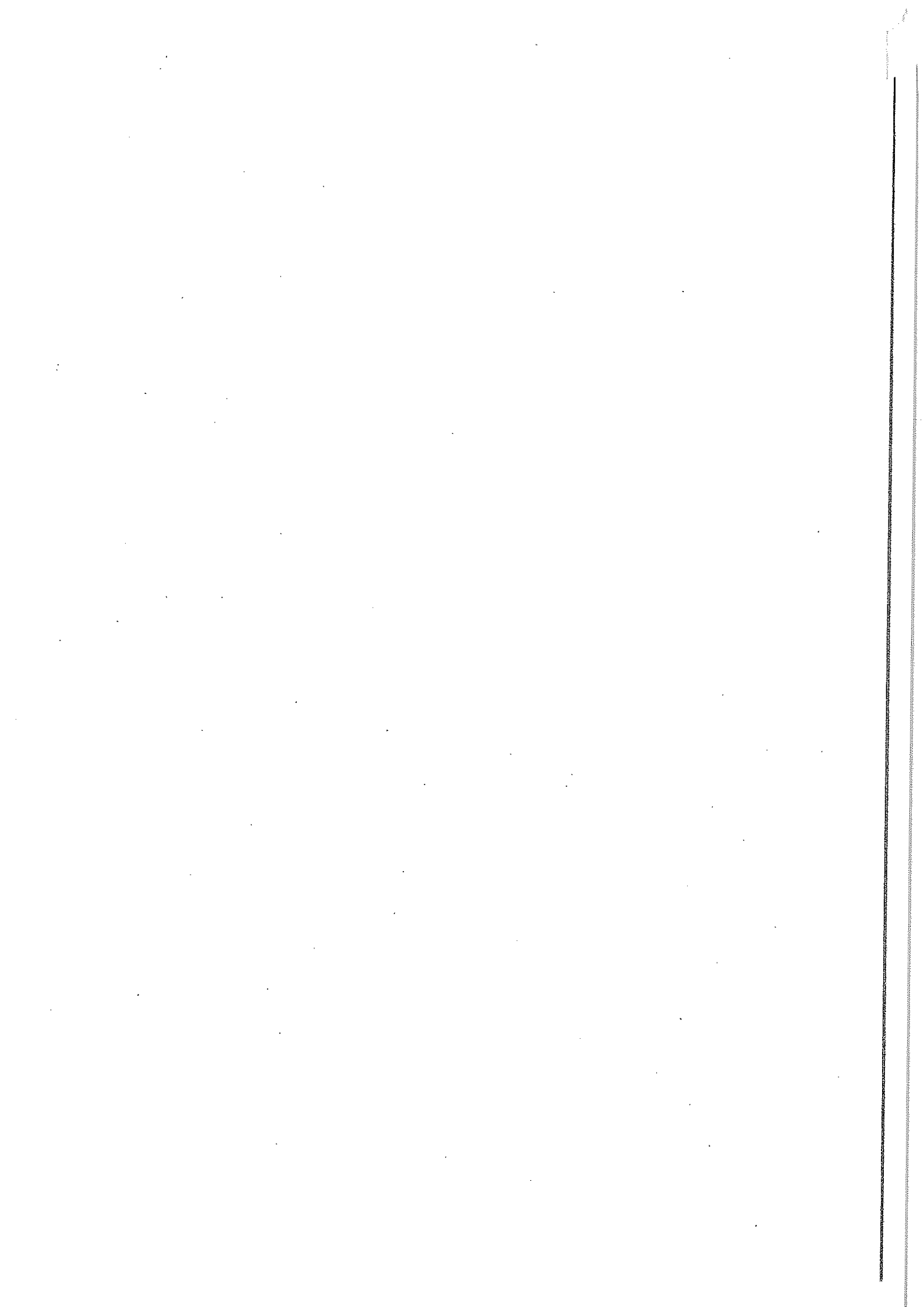
No Play Areas

In addition please could something be done about the corner of Eggshell Lane play area - frequent surface water and semi permanent mud. If it can't be drained perhaps the swings could be re-sited?

They need refurbishing too - the "helicopter" and rocket need repainting
A round-a-bout or spinner would be great as would a big slide

I know money is tight but I'm fed up with children getting covered in mud!

Best wishes



Play Equipment Matrix - this shows the items of equipment on each site, their condition, life expectancy, and when the site was last refurbished.

Activity	Brinsham	Eggshill	Howard Lewis	Kingsgate Park	Longs Drive	Millside	St Mary's	Tyndale	Witches Hat	Halifax Rd	Lye Field	Yate West	Peghill
SWINGS													
Flat seat swings (2 seat units)	Good, > 10 years	Good, > 5 years		Good > 10 years Play grade seat		4 seat unit Fair > 5 years 2 seat unit Fair > 5 years		Good > 10 years	4 seat unit Good > 10 years				
Cradle seat swings (2 seat units)	Good > 10 years	Good, > 5 years	Good, > 5 years			Fair > 5 years	Good, > 5 years	Good, > 5 years	Good, > 5 years				
Group tyre swing		Good, > 5 years	Good, > 5 years			Fair > 5 years	Fair > 3 years						
Basket swing	Good > 10 years												
Swing - low seat													
ROTATING ITEMS													
Spica rotator 3 no.						Good, > 5 years	3 items Fair > 3 years	Good > 5 years					
Roundabout			Good, > 5 years	Fair > 5 years		Poor, 2 years	Poor, 2 years	Good, > 5 years					
Other rotators				SPINNER boy Good > 10 years	Supernova Good > 10 years		Pedal roundabout Good, > 5 years		Dutch Disc Good, > 5 years				
SEESAWS/ROCKERS													
Seesaws	Good, > 5 years		Gullwing seesaw Good, > 5 years	Fair > 3 years		Fair, > 3 years	Good, > 5 years						
Springy items - various shapes	2 items, Good, > 5 years	Space rocket Fair, > 3 years					2 items, Good, > 5 years	2 items, Good, > 5 years	Good, > 5 years				

Activity	Brinsham	Eggs Hill	Howard Lewis	Kingsgate Park	Longs Drive	Millside	St Mary's	Tyndale	Witches Hat	Halfax Rd kiccabout	Lye Field kiccabout	Yate West kiccabout	peghill Skatepark
MULTIPLAY UNITS - MAINLY STEEL													
Multiplay JUNIOR Record /SMP		Good > 5 years	2 items, both Good, > 5 years.			Fair > 5 years	Fair 3 years	Good, > 5 years	Fair > 3 years				
Multiplay, TODDLER Record/ SMP				Good > 5 years		Good > 5 years	Good, > 5 years						
Other climber items	Tower slide Good, > 5 years					Slide/ climber house Fair > 2 years	Galaxy unit small Good, > 5 years		Galaxy unit large Good, > 5 years				
MULTIPLAY UNITS - TIMBER / ROPE													
Climbing tower / slide	Good > 10 years			Good > 10 years	Good > 10 years								
Timber / rope balance trail	Mobility bridges Good > 10 years			Silk Holz Good > 10 years	Balanced Aerial Good > 10 years	Good, > 5 years							
Large multi-play item in the trees - Silk Holz timber	Climbing well / cargo net Good > 10 years			Silk Holz massive unit Good > 10 years									
Climber - box	Good > 5 years												
Balance beams,	Balance beams Good > 5 years												
CLIMBING NETS													
Space net		4m high Good, > 5 years				6m high Good, > 5 years		4m high Good, > 5 years					
CABLEWAYS													

Activity	Brinsham	Eggshill	Howard Lewis	Kingsgate Park	Longs Drive	Millside	St Mary's	Tyndale	Witches Hat	Halifax Rd kickabout	Lye Field kickabout	Yate West kickabout	Peghill Skatepark
Cableway				Good > 10 years		Fair > 5 years							
SHELTERS													
Teen shelters - metal				2 items Fair > 5 years	Fair > 5 years	Fair > 5 years			Fair > 5 years	2 items Fair > 5 years	Fair > 5 years		
Teen shelter - Silk Holz				Good > 10 years		Fair > 5 years							
BASKETBALL / FOOTBALL													
5-a-side on grass									Good > 5 years	Good > 5 years			
Football / Basketball court				Full court Good > 10 years								Full court Good > 10 years	
Basketball / football goal ends						2 ends Fair > 5 years		Fair > 5 years	Fair > 5 years		One end Good > 5 years		
Skate ramps									Concrete Good > 10 years				Concrete and steel ramps Good > 5 years

Play areas activities matrix

This matrix, prepared by RoSPA, shows the play activities available for users with a range of disabilities. Kickabout/ Skate facilities are not included in this survey.

Activity	Brinsham	Eggshill	Howard Lewis	Kingsgate Park	Longs Drive	Millside	St Mary's	Tyndale	Witches Hat
Sliding	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Swinging	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
Rotating	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Rocking	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Balancing	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Climbing	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Experimenting	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Role Play	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Learning	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				
Gathering	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				

Appendix 6
to Appendix 5



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Email is susceptible to data corruption, interception and unauthorised amendment. We accept no liability for corruption etc, any loss or damage sustained as a result or as a result of software viruses.

From: Abbotswood Action ;
Sent: 19 April 2016 14:27
To: Phil Jones
Subject:

Hi Phil,

I said I would email you before your meeting with the Councillors tomorrow, so here goes...

Abbotswood Action Group has been very active over the last few years in getting local people involved in undertaking community events and also encouraging people to share their views and opinions about improvements which could be made in the local area and also things that people might like to do together practically and socially to help grow 'community' in the area..

In 2014 the Abbotswood Action was produced. This having come from questionnaires which were put through the doors of every home in the area. From this wide and very open opportunity for local people to say what they think, the following things in relation to green spaces, were identified as important projects: Green Spaces between shops and St Nix, a play area for Under 5's and Community Allotments.

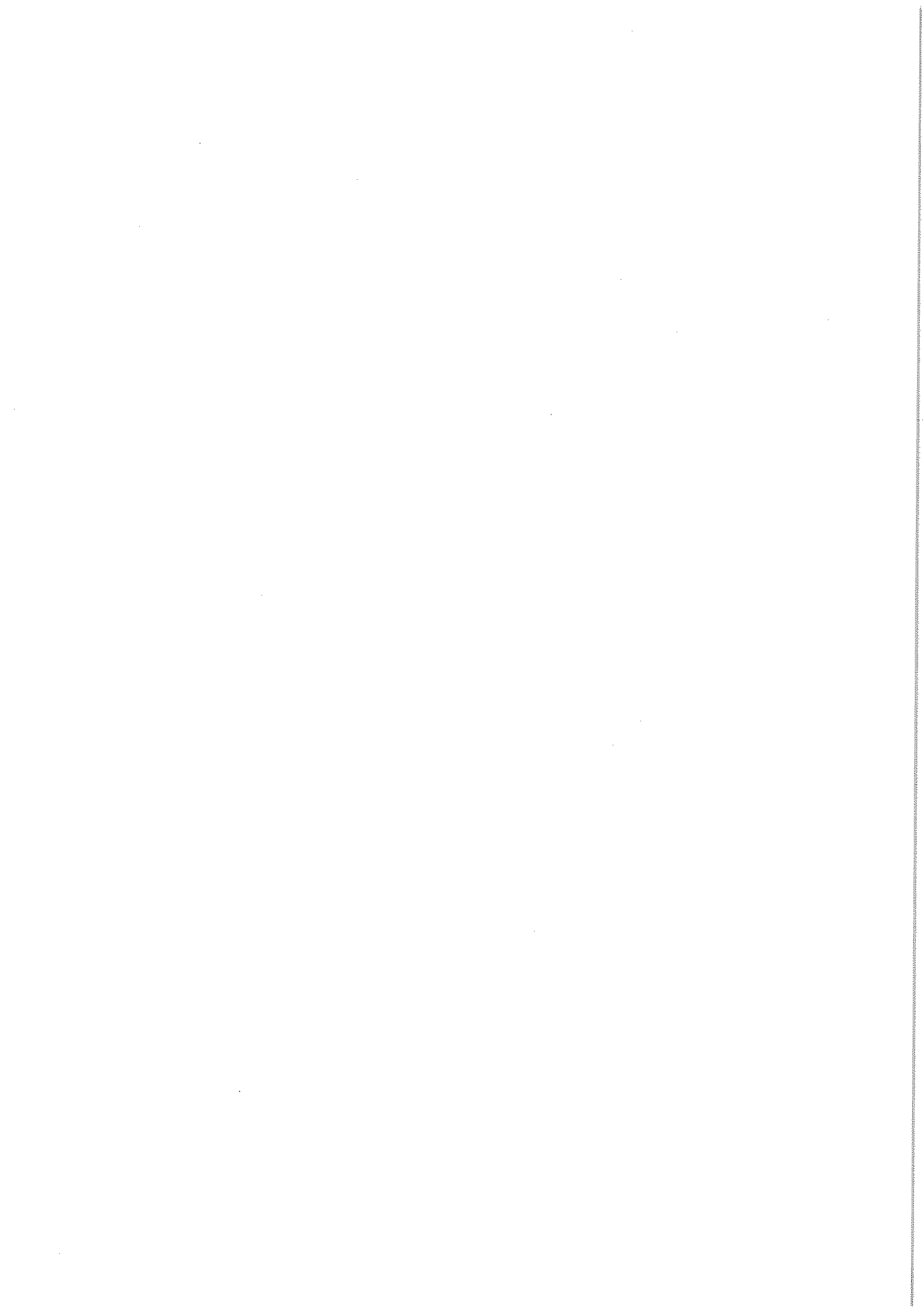
Another opportunity for people to participate in this discussion took place at the last Autumn Apple Day, itself taking place on the site, when questions about the Green Space between the shops and St Nix specifically were asked and discussion encouraged. From these times the following ideas have continued to come to the fore,.... an outdoor exercise strip, play area and seating with tables. It has also felt important that it remain with some openness for community events and is an area use-able by and attractive to people of all ages.

A number of local people have shown an active enthusiasm to be involved in the development of these ideas. AAG is really happy with the idea for its Community Development Worker (Rob) to work with Phil and a group of local residents in fine tuning the ideas proposed so far and coming up with a final plan.

The idea off 'Community Conversations' worked really well for the last Apple Day where we saw a good number of local people and organisations involved in the event right from the beginning of the planning through to putting it together and hosting it on the day itself. Indeed we found that people were even more enthusiastic about having been able to help shape it and many people also felt much better informed about it through this approach as well.

I hope this helps Phil?





MINUTES OF THE MEETING WITH RIDGEWOOD COMMUNITY ASSOCIATION TO DISCUSS RIDGEWOOD NATURE RESERVE / LAND TO THE REAR OF RIDGEWOOD HELD ON THURSDAY 17 MARCH 2016 FROM 6.00PM - 7.15PM AT POOLE COURT, YATE.

PRESENT: Councillors Tony Davis, Chris Edmonds (part-meeting) and Sue Walker – Yate Town Council.
Anne-Marie Cook – Centre Manager, Joan Grove – Chairlady,
Julie Norcombe – Secretary, Mireille Williams – Treasurer,
Michelle Grayling – Staff, Ridgewood Preschool.
Admin Officer – Yate Town Council.

1. ELECTION OF CHAIR

RESOLVED Councillor Tony Davis be elected Chair of the meeting.

2. APOLOGIES FOR ABSENCE

RESOLVED Apologies for absence be received and accepted from Councillor John Gawn - Yate Town Council.

3. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

Tony Davis South Gloucestershire Council
Sue Walker South Gloucestershire Council

4. WELCOME AND INTRODUCTIONS

Introductions took place and everyone was welcomed to the meeting.

5. RIDGEWOOD COMMUNITY ASSOCIATION PROPOSAL

The Ridgewood Community Association proposal for the Ridgewood Community Nature Reserve was received (Appendix 1).

Councillor Chris Edmonds joined the meeting

A discussion took place and the following points were **NOTED**:

- Yate Town Council are in discussions with South Gloucestershire Council about taking over ownership of the land by way of a long lease;
- The Town Council would be keen to maintain the area as Public Open Space to protect it and the various species of wildlife and plants in the area;
- The aspirations put forward by Ridgewood Community Association in their proposal are broadly compatible with Yate Town Council's view;
- Establishing a formal 'Friends of' group would be the most effective way to move forward.

6. NEXT STEPS

The suggested way forward is as follows:

- Ridgewood Community Association to begin making contact with interested local stakeholders with a view to setting up a formal 'Friends Group' once Yate Town Council has taken over the land;
- Yate Town Council to contact South Gloucestershire Council to ascertain whether any ecological / environmental surveys have been undertaken previously;
- Yate Town Council to send a list of useful contacts to Ridgewood Community Association to support them in the early establishment of a Friends Group.

7. DATE OF NEXT MEETING

RESOLVED A meeting be called between Yate Town Councillors and Ridgewood Community Association if and when required.

j:\shared\Projects\Ridgewood Land\Ridgewood Meeting Minutes 17.03.16.doc /Full Council 17.05.16

Ridgewood Community Nature Reserve



Appendix 1
to Appendix 6

Location

- Ridgewood Community Nature Reserve lays adjacent to Ridgewood Community Centre the main access to the reserve is through the carpark of Ridgewood Community Association. It lies in a large patch of land to the rear of the Community Centre.
- The Nature Reserve would be founded to establish a nature reserve to benefit the wildlife and the local community enhancing biodiversity and improving people's awareness of nature.

Management

- **Management Committee** To be established to write a business plan and to make funding applications to engage expert advice to help with future planning.
- **Volunteers Group** Would be made up of local residents most of whom would have an interest in nature and improving the local environment. Rubbish clearance would be required as one of the first jobs.
- **Expert Advice** Would need to be sought for the existing wildlife and their preservation & protection.

Plans

- Acquire legal title to the site, from South Glos Council
- Obtaining funding
- Commence detailed plans for the development of the site in partnership with the Environment Agency and Yate Town Council
- Complete a biodiversity survey of current species under the guidance of Wildlife Trusts and other interested agencies;
- Complete pathways that are fully accessible
- Develop further community involvement by:
 - Holding an Open Day

Forest School

- What is a Forest School?
- A Forest School is an innovative educational approach to outdoor play and learning. Its philosophy is to encourage and inspire individuals of any age through positive outdoor experiences.
- By participating in engaging, motivating, achievable tasks and activities each participant has a opportunity to develop motivation , emotional and social skills.
- Activities include
 - *Construction of log piles and ‘bug hotels’*
 - *Bug hunts and sweep netting*
 - *Plant and tree identification*
 - *Small mammal, reptile and amphibian surveys*
 - *Night time nature walks*
 - *Natural arts and crafts*
 - *Developing bushcraft skills (basic whittling, constructing shelters & campfire cooking)*
 - *‘Hide and seek’ type games*
 - *Scavenger hunts Orienteering ... and many more!*

Natures Impact on Wellbeing

- Research reveals that environments can increase or reduce our stress, which in turn impacts our bodies. What you are seeing, hearing, experiencing at any moment is changing not only your mood, but how your nervous, endocrine, and immune systems are working.
- And regardless of age or culture, humans find nature pleasing. In one study cited in the book *Healing Gardens*, researchers found that more than two-thirds of people choose a natural setting to retreat to when stressed.
- **Nature heals** Being in nature, or even viewing scenes of nature, reduces anger, fear, and stress and increases pleasant feelings. Exposure to nature not only makes you feel better emotionally, it contributes to your physical wellbeing, reducing blood pressure, heart rate, muscle tension, and the production of stress hormones.
- **Nature soothes** In addition, nature helps us cope with pain. Because we are genetically programmed to find trees, plants, water, and other nature elements engrossing, we are absorbed by nature scenes and distracted from our pain and discomfort.

Summary

- Ridgewood Community Association would like to have the opportunity to develop this nature reserve for Community use. This may be achieved by working with Yate Town Council or managing it alone seeking professional advice and funding.



Contact Details

- Ridgewood Community Association
- 244 Station Road
- Yate
- Bristol
- BS37 4AF
- ridgewood@live.co.uk
- Tel 01454 868650
- This presentation was prepared by Anne-Marie Cook

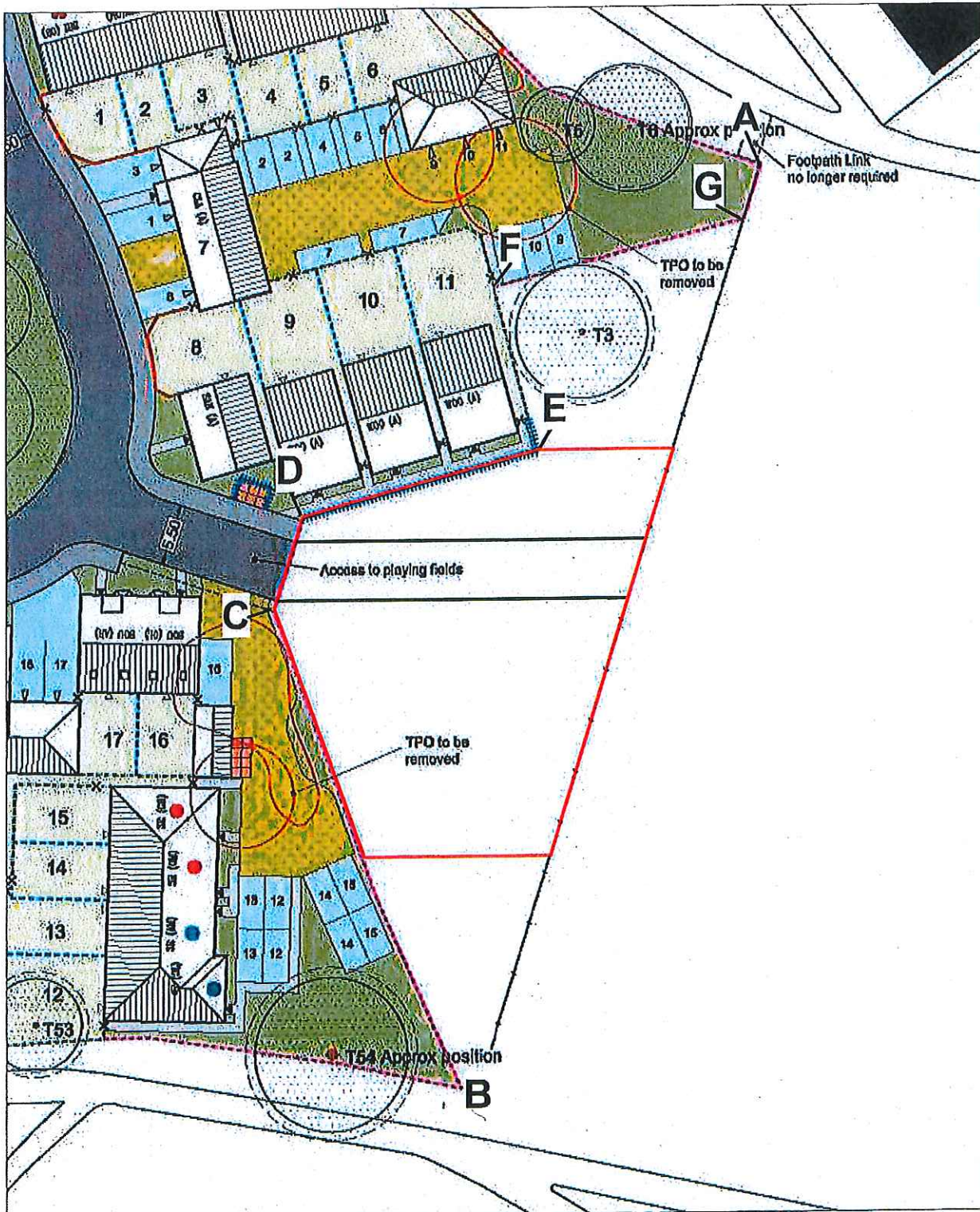
Contractors compound Rodford Primary

Area edged red 945m² approx

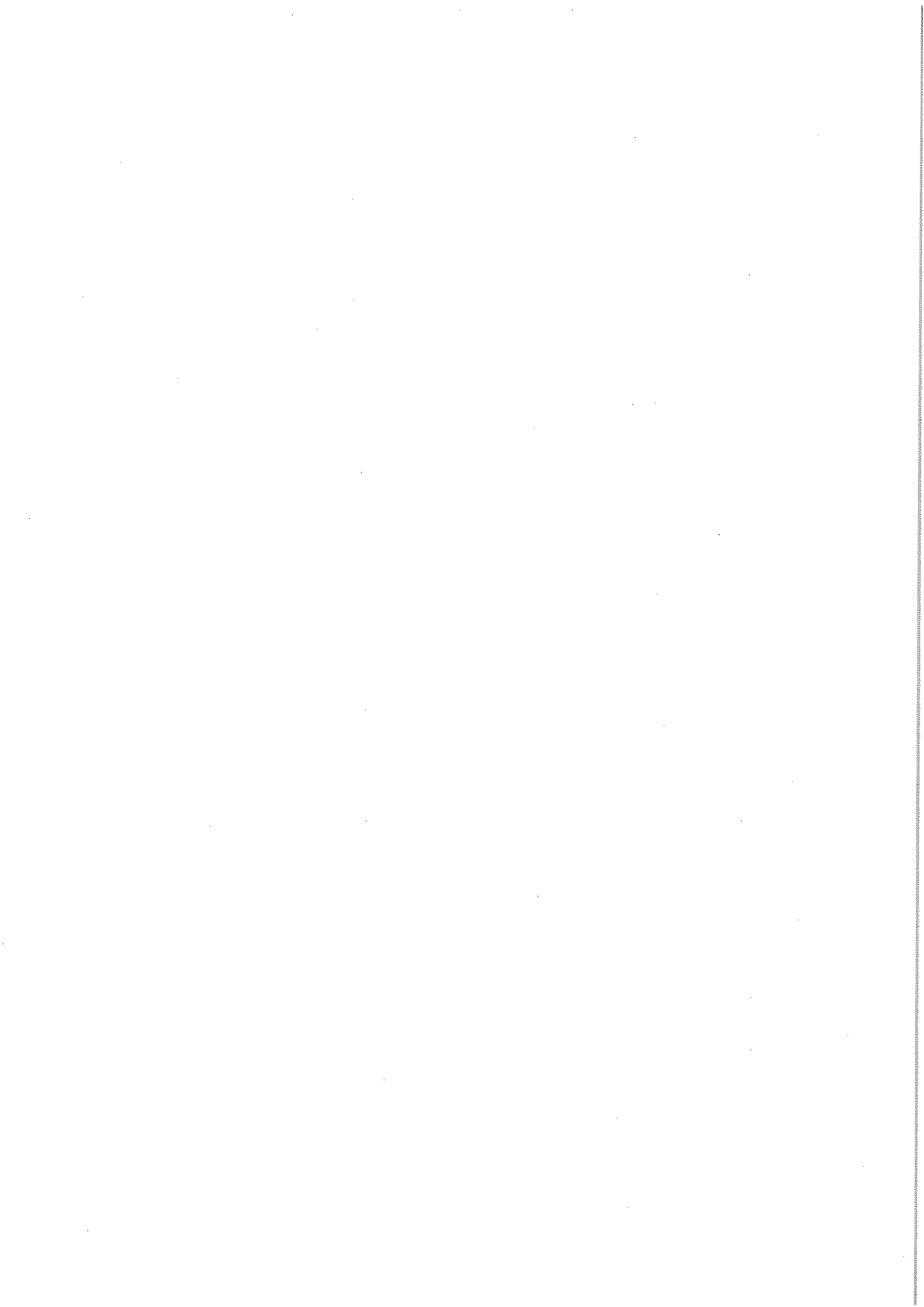
CE&CR Department
PO Box 300
Property Services
Civic Centre
High Street
BRISTOL
BS15 0DS

Compiled on 14 November 2014

Scale 1:500 @ A4



Please note: this plan is an indication only of Council ownership.
Definitive boundaries should be obtained from the relevant Deed Packet



MINUTES OF THE YATE TOWN CENTRE STRATEGY GROUP MEETING HELD FROM 6.00 –7.20PM ON TUESDAY 15th MARCH AT POOLE COURT, YATE.

PRESENT: Andrew Lowrey (Yate Shopping Centre) & Dan Bramwell (Crestbridge)(part-meeting), Freya Collins (Tesco), Mike Garrett (Healthwatch), Councillors Keeley Barrett-Waines, Keely Barrett-Waines & Christine Howard (Dodington Parish Council), Councillors Tony Davis (Chair) John Davis, John Gawn (part-meeting), Cheryl Kirby (part-meeting), Margaret Marshall (part-meeting), Sue Walker, Chris Willmore and Admin Officer (Yate Town Council).

1. APOLOGIES FOR ABSENCE

RESOLVED Apologies for absence were received from Gary Hale, Mark Hull, Matt Simmons, Gloria Stephens, and Debbie Woolley.

2. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

No declarations were received.

3. MINUTES OF THE YATE TOWN CENTRE STRATEGY GROUP MEETING HELD ON 2 DECEMBER 2015

RESOLVED The minutes of the Yate Town Centre Strategy Group meeting held on 2 December 2015 were approved as a true and accurate record.

4. UPDATE FROM CIRCADIAN TRUST

No formal information was received.

A discussion took place and it was **NOTED** that Yate Swimming Pool is potentially being refurbished in the future, the impact of which may have a significant impact on many town centre stakeholders and an update in relation to this issue to be provided at the next meeting if possible.

Dan Bramwell joined the meeting

5. UPDATE FROM CRESTBRIDGE

Representatives of Crestbridge provided updates as follows;

General update:

- A new management company has taken over Yate Shopping Centre;
- A retailer is interested in the final unit at Riverside and a planning application has been made;
- Cinema is on track to open as planned on 29th April 2016;

- Discussions are underway with a retailer interested in taking over the former Phones 4 U unit in East Walk;
- CEX has opened in North Walk;
- Negotiations are ongoing with a Polish Deli interested in taking a unit;
- Negotiations with regard to the former Entertainer unit are ongoing.

It was **NOTED** that thanks be extended to Yate Shopping Centre for taking on the maintenance of the two planters located outside Yate Leisure Centre.

Councillor Margaret Marshall joined the meeting

6. UPDATE FROM TESCO

The new Customer Services Manager from Tesco was welcomed to the meeting. She confirmed she would be attending future meetings of the Strategy Group on behalf of Tesco.

It was **NOTED** that Tesco are very keen to support local charities and community groups and to engage with them as much as possible. They are also currently recruiting for staff.

A discussion took place. The following ideas were made by the group as suggestions Tesco could take forward to make a positive contribution to the local community:

- TV Noticeboards in Tesco showing local events and updates – linked to other's in Yate;
- Advertise the use of the free Community Meeting Room;
- Run Dementia Friendly awareness sessions for staff and actively support customers with dementia;
- Implement an initiative to reduce food wastage by giving food which is about to go out of date to an appropriate local organisation for use rather than throwing it away;
- Support Yate in the preparation of their Fairtrade Town Status renewal application;
- Take on the cost for additional maintenance of the lozenge roundabout situated on Station Road;
- Support events to celebrate the Queen's 90th birthday – particularly the street party being planned by St Mary's Church.

RESOLVED:

- The contact details for the Customer Services Manager to be circulated to members of the group;
- Yate Town Council to forward details regarding the maintenance of the lozenge roundabout to Tesco;
- Tesco Customer Services Manager to be put in touch with appropriate contact at St Mary's Church regarding the Queen's 90th birthday celebrations.

7. UPDATE FROM THE ARMADILLO

The Chair of the Armadillo Management Committee advised the meeting of the following;

- A new manager is in place and the Armadillo is operating well;
- A new event running on Wednesday nights for Year 6 and 7 young people has proved extremely popular and is regularly selling out;
- Discussions were underway with the Rotary Club about the possibility of them funding some outdoor exercise equipment to be located in the back yard area at the Armadillo.

8. YOUTH WORK

No update was received.

9. UPDATE FROM YATE LIBRARY

An update from South Gloucestershire Council was circulated (Appendix 1).

A discussion took place and the following was **NOTED**:

- Consultation sessions are underway to ascertain the future of Yate Library Services;
- There have not been any discussions about relocation of the library since the last meeting.

A general discussion took place about Town Centre buildings.

RESOLVED: Correspondence be sent to HM Courts & Tribunals Service requesting information about future plans for the use of the building which currently houses North Avon Magistrates Court, stating that Yate Town Council may have a community interest in utilising this building if it is no longer to remain as a court.

10. TOWN CENTRE ISSUES

(a) South Gloucestershire Council Updates on Town Centre Issues

No update was received.

(b) Dementia Friendly Town

An update was provided and it was **NOTED** that several local primary schools have run dementia awareness sessions for pupils.

Councillors John Gawn and Cheryl Kirby left the meeting.

11. RIVER FROME / LINK ROAD

Representatives of Crestbridge provided updates as follows;

- The River Frome area situated on Link Road has been cut back, tidied and given a thorough litter pick.

Thanks were extended from the group and all confirmed the area looks much improved.

12. YATE AMBULANCE STATION – AMBULANCE SERVICE REVIEW

No further updates received.

13. HEALTHWATCH SOUTH GLOUCESTERSHIRE

The Healthwatch South Gloucestershire representative updated the meeting with news of the main focus areas of the group for the year ahead to include care of the elderly and helping vulnerable patient's access facilities and support.

The ongoing difficulties motorists have parking at both Southmead and Cossham Hospitals was also **NOTED** and will be raised again at the next Healthwatch South Gloucestershire meeting.

14. TOWN CENTRE HEALTH CHECK

No update was received.

15. DATE OF NEXT MEETING

RESOLVED The next meeting of the Yate Town Centre Strategy Group to take place at 6.00pm on Thursday 16th June 2016 at Poole Court, Yate.

Yate Library Report to Yate Town Centre Strategy group

Promotions

Christmas at the library - following its success in 2014 Yate Library again held a Festive Family Sing A Long & Coffee Morning on 13th December which was enjoyed by all ages. In January we launched a fortnightly **Craft & Coffee club** where people can bring along their own crafts and show others how to do them while learning new crafts themselves and enjoying a coffee while they do so. This has now developed a regular following but new people are always welcome.

February saw Elmer the Elephant (Children's Book character) visit us on **National Libraries Day** for a series of themed story times. The same day we also hosted a fundraising event for two SGC staff doing the Strictly Challenge to raise money for St Peters Hospice. The two events dovetailed all day with people coming to support one and staying for the other one. This resulted in nearly £300 being raised for their cause. Later in February library staff organised a **Poetry Slam**. Children were encouraged to read their own poems before a judging panel – a sort of literary X Factor! Some real talent emerged from that Saturday morning event.

During the same month we hosted a **Yate Twinning Society Coffee Morning**.

Into March library staff organised a **Connecting Communities Day** where local charities and groups manned stalls around the library to promote themselves and recruit new members. To draw people in that day library staff ran a **Fire Engine storytime** and craft session for children which culminated in Avon Fire Brigade bringing one of their Fire Engines to the back of the building and showed some excited children (and some excited dads) all the equipment on board. Their cooperation on the day was much appreciated. 780 people came into the library on that day.

ICT

A weekly promotion on the South Gloucestershire libraries **Facebook** page where people could get free offers if they told staff the secret word of the weekend began in January and has proved popular at Yate Library. Several parents have commented how it has encouraged them to bring their children to take advantage of the free DVD hire offer for example and then borrowed books for them as a result.

Yate Library is one of the access points for the SGC **Low Cost computer** scheme which enables people on low incomes and local charities to have computer access at a reduced cost.

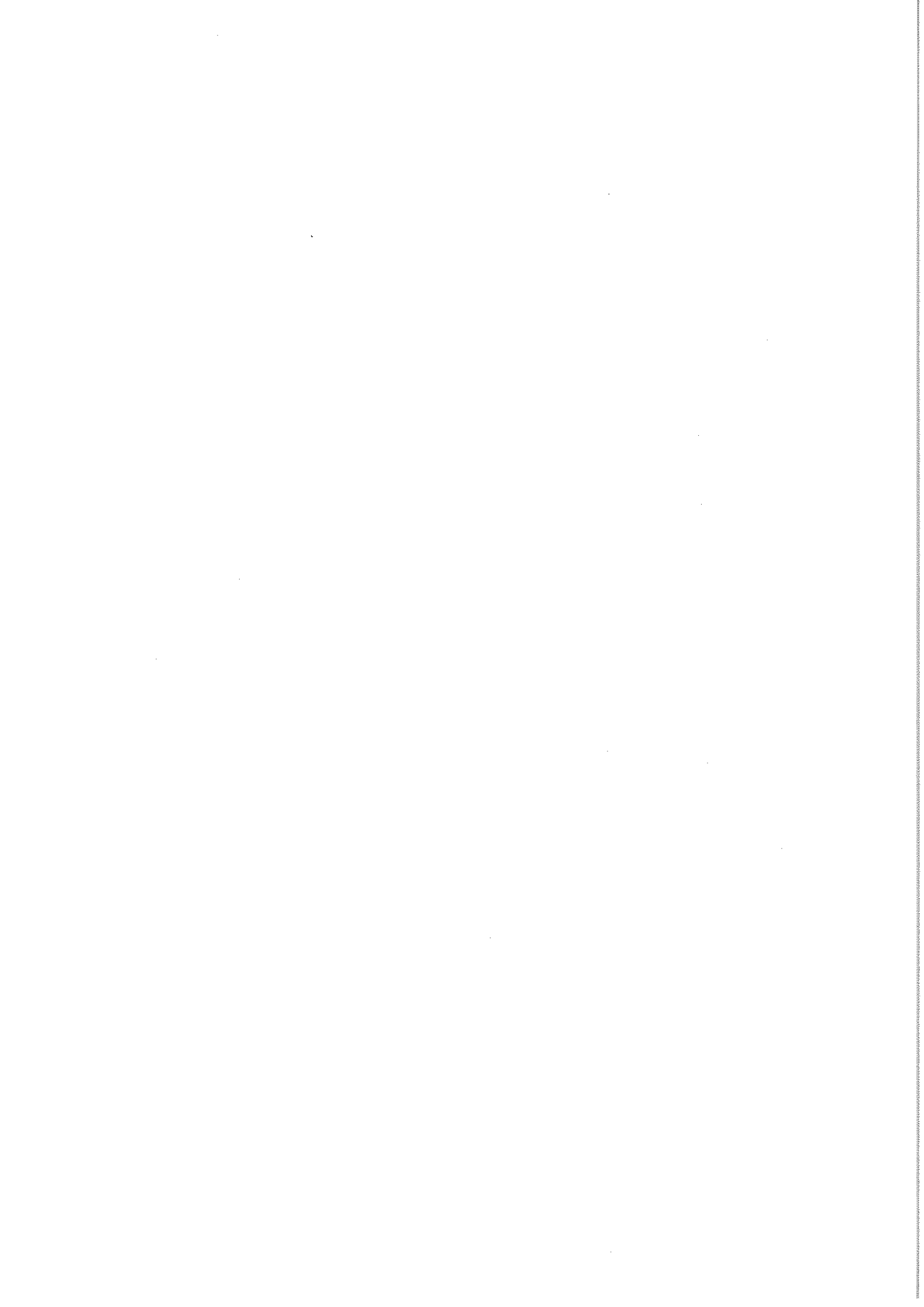
Children and young people

Highlights of our work with local children this quarter have included all the classes from St Pauls School and some from Abbotswood schools visiting Yate Library as part of **World Book day** (or in this case World Book week). Library staff used our now well established school visit packs to make their visits educational and fun at the same time.

In February half term a craft activity taking **Ancient Egyptians** as its theme linked in with school projects locally resulting in over 100 children coming along. A Christmas Stories Around the Tree Storytime for older children and run by the Teen Focus group went well and we have also hosted a **Creative Writing morning** led by Explore Learning.

Library savings programme

The library service is consulting on the proposals to reduce the library budget by £650,000, details of the proposals and options are on the website at www.southglos.gov.uk/librarychanges . There will be a drop in session on 2nd April at Yate Library for residents to meet staff and comment on the proposals.



Yate Town Council response to Adult Social Care Consultation

Whilst in theory having more bands should mean people's payment is better linked to the amount of time for which they need help, this proposal actually hits some common categories very hard.

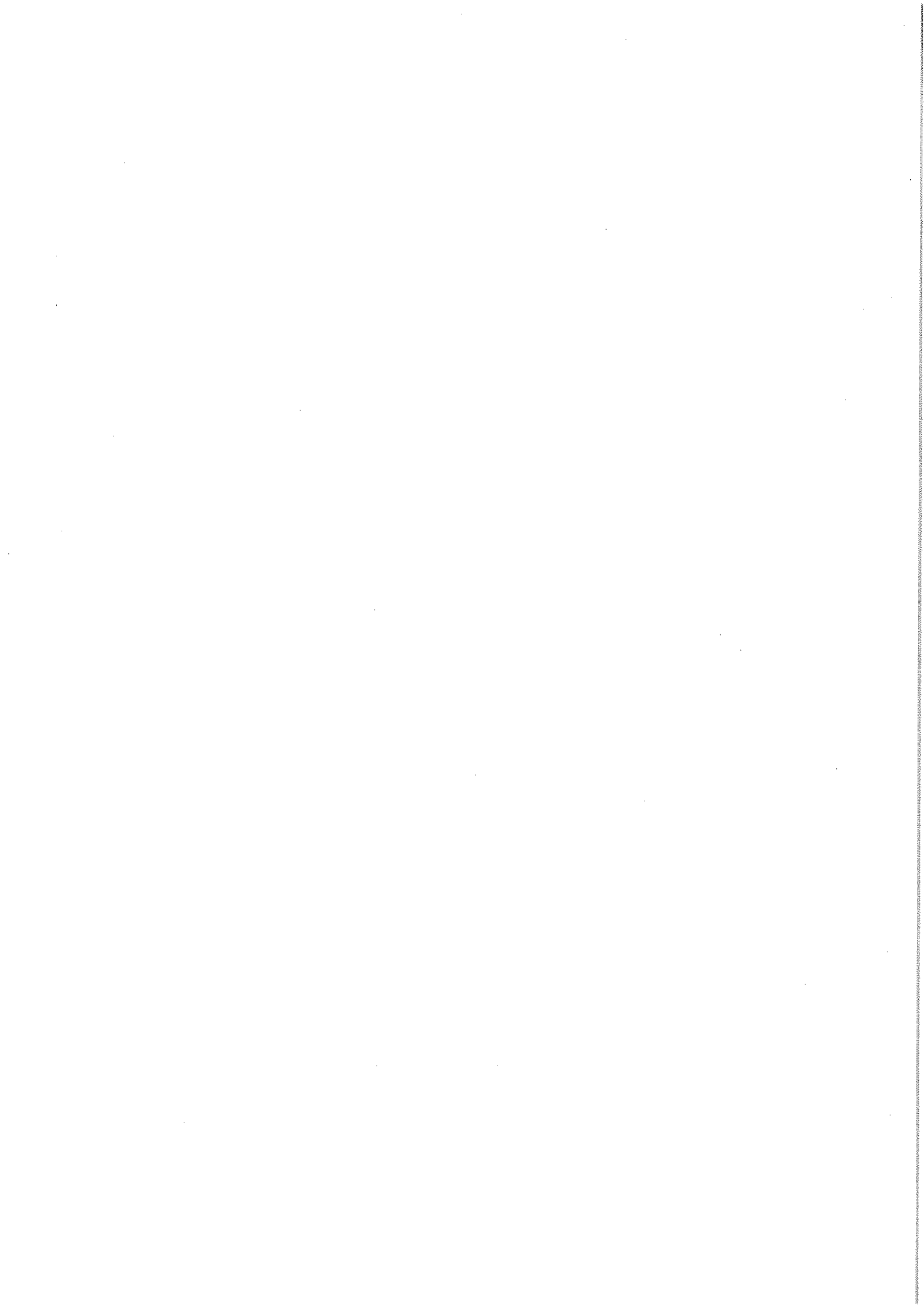
So a person on between 3.75 and 5 hours a week (a bit over half an hour a day e.g. one visit to deal with medication) will be paying £97.90 a week rather than their current £42. This is an utterly unacceptable rise. This is a rise of over £11 an hour. Not a charge of £11 an hour but a RISE in over £11 an hour.

Those with the greater need i.e. over 14 hours a week (i.e. more than 2 hours a day) will find their payments going up by anything up to £8 an hour, again not the hourly charge but the increase in charge. So some residents will find their charges DOUBLE.

The consultation says that the actual cost to South Gloucestershire is between £13.80 and £39.03 an hour to procure these services. Before increasing charges in this way the Council should be asking why it costs £39.03 an hour to provide support. The staff actually providing this are in general paid the minimum wage. The Council needs to consider whether it could provide the service more cost effectively.

The consultation lacks important information; for example there is no information about the profile of the numbers of people in each category it is impossible to assess the revenue impact of these charges. We assume that these dramatically increased figures from some sectors are because you are trying to get more in from the service overall and note you estimate this will bring an extra £100,000 - £200,000 a year.

1. We do not think that the most vulnerable should be bearing the cost of the cuts you are making.
2. We would welcome a more nuanced banding or a simple hourly charge as long as no group was worse off as a result.
3. We are surprised SGC considers it would cost so much to introduce an hourly based scheme, as presumably SGC is already monitoring the time staff put in with individuals to ensure they are doing what they are contracted to do.
4. We do not consider it acceptable to imposing increases of up to £11 an hour for people needing care. We see it as utterly counter productive as such people will simply look for alternative providers, reducing the income to the South Gloucestershire provided scheme, and resulting in a less financially efficient surface.
5. In terms of spending priorities. We find it utterly unacceptable that the Council considers giving householders £6 a household off their green bins a year, rather than using the same sum to keep support charges to these vulnerable residents at a reasonable level. We know of nobody who has a green bin who would tell us that they felt £6 a year in their pocket was worth this sort of massive charge, in some cases imposing twice that rise PER HOUR on elderly and vulnerable residents.



Response from Yate Town Council to the consultation on the future of the family support service provided by Southern Brooks Community Partnership

According to the deprivation indices and statistic Yate has an area which meets the criteria for priority neighbourhood status. The family support work which has been undertaken over the past 10 years with the most vulnerable families is specifically relevant and beneficial for this area.

The Southern Brooks family support focuses on key targets:

- Improving parenting skills
- Improving health and family well-being
- Improving financial well-being

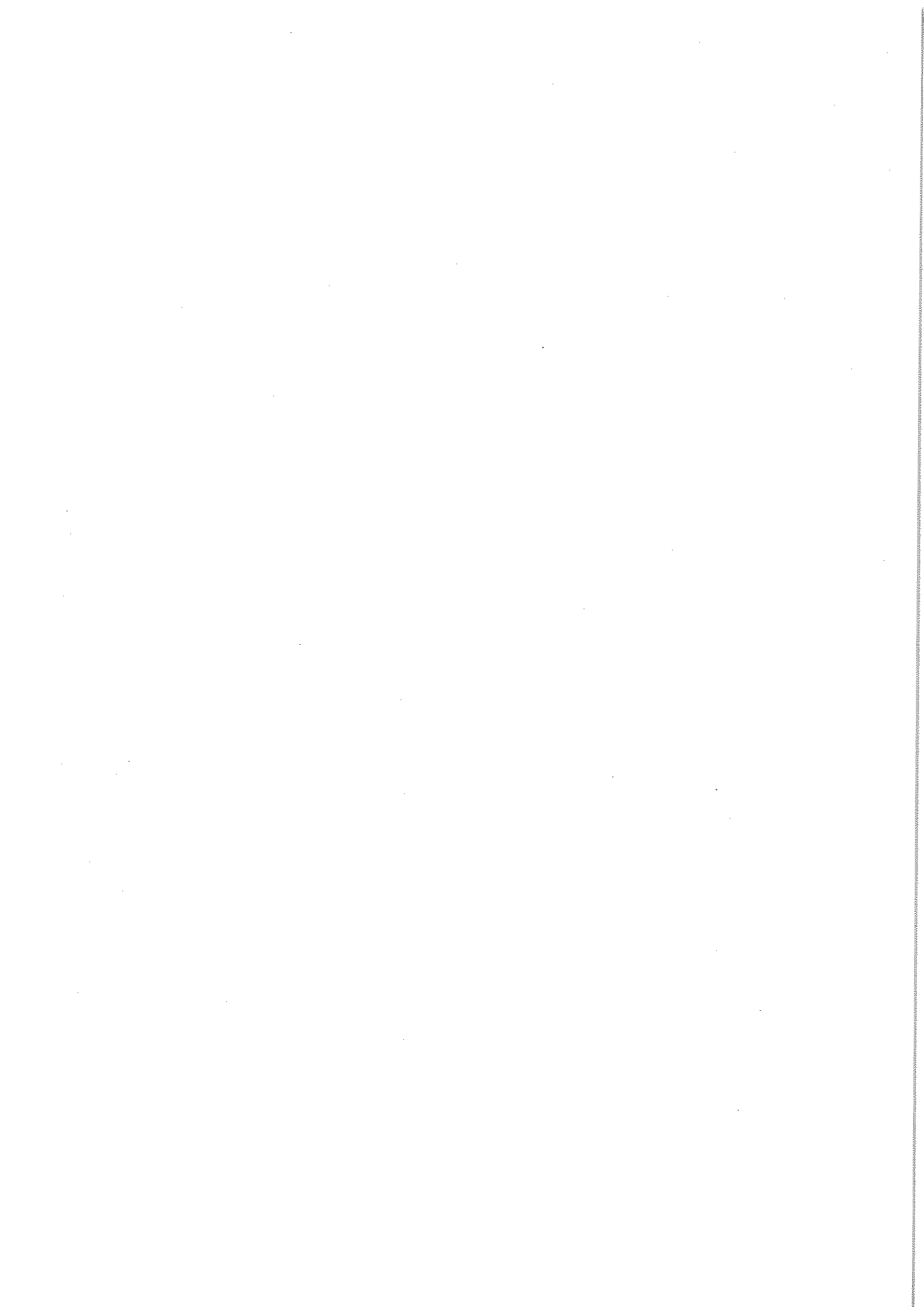
The partnership works with families facing breakdown, with relationship problems, domestic violence, mental health problems and families in debt working to improve family outcomes and break the cycle of deprivation. In addition to improving the quality of family life their intervention seeks to:

- Improve attendance and attainment at school
- Improve behaviour and reduce school exclusion
- Reduce the risk of entering the criminal justice system
- Increase meeting children's needs and reduce reception into care
- A reduction in referral to other support services
- Reduction of exposure to domestic violence
- Assist families to access debt and benefit advice
- Improve happiness, mental and physical health

Southern Brooks has undertaken a cost benefit analysis of the work and loss of the service could impact on the NHS, Police, Education and other services provided by South Gloucestershire Council. The service is well used and has a waiting list and it has been calculated that for every £1 the Council have invested in the service has saved £18 that would have been spent on statutory services.

Introduction of Universal Credit research is showing that that in areas where Universal Credit has been piloted the changeover has led to an increase in debt which impacts on stress and family breakdown.

The members of Yate Town Council, representing the residents of Yate consider that this service is providing a safety net for the most vulnerable families and is contributing to the well-being and community cohesion of our town.



Julia Alden

From: Debby Fishley
Sent: 21 March 2016 12:05
To: Consultation
Cc: Julia Alden; Hayley Townsend
Subject: Consultation on review of one stop shops and customer services

Dear Sir

Please find below Yate Town council's response to the above consultation.

In relation to the proposals to intensify use of the Badminton Road site, the town council is very concerned about parking. We already encounter local difficulties as a result of staff parking there and would oppose anything that exacerbated that parking provision.

We note the options include the possibility of additional staff and public parking. We want to stress that it is essential that this council office parking does not in any way impinge upon the land set aside for a park and ride. That is an essential component of the transport plan for the town and must be protected solely for park and ride public use. It should be built as part of the works being carried out on site, as it would facilitate public transport use by staff and visitors to the site, but should not be accessible to staff of the council as otherwise it will not address the traffic issues that emanate from Yate.

In relation to the One Stop Shop in Yate we strongly oppose any suggestion of moving to part time service. It is a well used facility, and most importantly is in an area of priority social need.

We have no other counter service for South Glos. facilities in the area. We are not opposed to for example co locating it into the library to reduce property costs, but there is a need for the facility to be open for its current hours.

Yate is the biggest shopping Centre outside of Cribbs Causeway and central Kingswood. It has a massive footfall and a catchment area of a third of south Gloucestershire in terms of where people come from to use the shopping Centre.

It therefore provides a service to a far wider area than just Yate. As such, we consider it, like the Kingswood location, provides crucial service to a very large area.

If we look at the catchment areas from which people come to the retail centres of Yate and Kingswood they are very similar, indeed Yate has a larger footfall and therefore need equal service access. Providing One Stop Shop access at major retail centres where people come in any event, and which have relatively good public transport links is a way to rationalize service whilst keeping it accessible to as many people as possible. In addition of course the Yate OSS is in an area of priority social need, where access to alternative venues would be impossible (there are no public transport links from Yate to either Patchway or the Kingswood offices) so loss of facilities in Yate would remove any face to face access for local residents.

Kind regards
Debby

Debby Fishley
Admin Assistant
Yate Town Council
☎ 01454 866512
📠 01454 866514



Department for Communities and Local Government
Planning Consultation Team
South East Quarter, Fry Building
2 Marsham Street
London
SW1P 4DF

Response from Yate Town Council

Technical Consultation on Implementation of Planning Changes

Taken together these amount to the complete demolition of the planning system that has operated since the 1940s - with a fundamental break in the local, democratic concept, removing the focus upon the way in which this site in this location can be best used, and instead treating land as a disconnected thing, over which consent for use can be granted by the state, increasingly meaning the central state, without geographic specificity in consideration. We consider this to be against the interests of local residents, contrary to good design principles and ultimately against the interests of developers in securing good developments well integrated into the local community. There are issues in the system, but taken as a whole we do not believe these are the answers. The proposals assume local communities and local residents are against all forms of development and are a problem. That is not our experience. Our experience is that residents support some forms of development, and want to work with developers to make schemes as good as possible, bringing their local knowledge to the table. Where residents are potentially opposed to development, the maximum chance of residents accepting development is where they have real opportunities to participate in shaping the development to make it as acceptable as possible. In our experience, developers welcome those positive conversations between residents and developers. These proposals will undermine those positive projects, and seem entirely based on an assumption of conflict between planners and developers.

It is a complete misnomer to call this a technical consultation as the factors amount to the demolition of the planning system as it has been for over half a century.

Q 1.1 – 1.5 We do not agree with only adjusting planning fees if any authority is doing well. That punishes developers and the community in areas where the planning department is not performing well – by ensuring there is even less resource. Rather than financial sanctions, authorities who have performance problems should be supported, directly if need be, to improve performance. We can see no evidence that the financial incentives/ penalties put in place so far have done anything to change local authority performance, so see no reason why more of the same would work. We understand the wish to incentivise planning performance, but the problems seem to be unresponsive to this sort of incentive.

We are opposed to the proposal to open up planning processes to market competition within a local authority area. We often find as a Town Council that we are working with developers to help to overcome local planning authority barriers, or to spot and rectify mistakes by the planning authority. Having a continuing relationship with an authority where we have become trusted players both by developers and by the authority is vital to our ability to ensure the best solutions for our community, not through conflict but through positive working relationship. Market based planning services would break that link and undermine our ability to deliver localism and reduce our ability to work with developers to help get the development our town wants.

The introduction of competition into planning authority processing services will lead to confusion and also to inconsistencies in validation and registration requirements and protocols. Competing providers would

not necessarily work to the same timetables, so potentially both statutory consultees and others (including local councils) would have to scrutinise multiple listings to identify applications in their locality. It can already be challenging to meet consultation deadlines and local differences in determination dates could cause further complications. Pre- and post-application consultation with local councils, officially encouraged but not compulsory and often non-existent, would be likely to be even less effective if private providers were involved as they would see it as a cost with no benefit in terms of profit maximisation. *See response to Q8.1 below.*

At present, much of the most constructive work around developments, in which we work with developers on behalf of residents, to ensure developers secure the economic outcomes they want but in a way that best meets the needs of the residents, is done informally, prior to the formal process. Competition will undermine the relationships which then mean those solutions are accepted in the formal planning process. Indeed the planners in our area now advise developers right at the earliest stages to work with us, to help get the best scheme possible, prior to submission. Competition amongst processing services would undermine what has been a positive relationship for developers and residents. We cite as an example the cinema opening later this month in Yate, where the developers and community worked together to develop a scheme that would overcome potential planning objections, and then worked together through the planning process to ensure the planners accepted those ideas. Where communities like ours are working with developers to deliver things our community want, (or to make things they don't want as acceptable as possible) – we need consistency in our planning provider for ourselves and the developers. (However frustrating at times, the devil you know is better than turning it all into one shot transactions).

We have had experience of the local authority using private contractors to design highway works. Our experience has been that this is inefficient. They know the objective statistics and modelling, but they do not know the community, so we have had to put in a lot of time sorting out their proposals to make them work in the context – whereas the unitary authority highway people have had those conversations locally before, and therefore design things to reflect the context from the outset. So, we are cautious about the efficiency of putting services which benefit from extensive local knowledge out to competition.

Any consideration of changes to planning application fees should take account of the fact that Government plans to commercialise the planning application process assumes an overall reduction in fee income for planning authorities. This will increase the marginal cost of services which will remain in house, including strategic planning and enforcement. This will reduce the overall availability of expertise to residents and developers. It also appears counter-productive for planning authorities, already having to cope with reduced resources (which could be one factor causing under-performance) to have further financial pressures owing to fees not keeping pace with inflation. This is a difficult foundation from which to improve performance.

In relation to an incentivised system of fees, it is unclear how this will apply to any commercial operators. Depending on how this proposition is applied, it could pave the way for incentivising commercial operators to enter the market to gather enhanced fees and/or it could be used to create an inequality between the planning authority and commercial providers where the planning authority is judged not to be performing well. This proposal could also have the consequence of removing the capacity of the planning authority to make improvements.

We are concerned that the targets which are used to assess planning application processing performance will be based on speed, number of appeals and other matters which do not necessarily assess the quality, rigour or fairness of the process. We are aware of lots of cases where applications have not been progressed speedily, because of delays by developers or because developers are happy for a longer process. The proposed targets appear to take no account of that. Planning is only a problem if the delays are impeding market delivery. In our experience market

deliver on the ground is most often delayed by developers not planners. We are unsure how a system based on centralised targets fits into the localism agenda.

As stated within the responses to questions 8.1 to 8.6 below, we do not believe it is appropriate to set private providers at an unfair advantage compared to planning authorities through differential fees structures. Additionally, we believe that the planning application system should be reasonably accessible to taxpayers generally, not just developers, and would not want to see fees escalating unduly.

It is not clear from the proposals how a 'fast-track' planning application process in return for a higher fee could work without compromising further a system which Government recognises is not working effectively across the country. Already there are instances where planning authorities and developers are not engaging effectively with local councils and communities at the pre-application stage. ALCA believes Government should correct this situation before introducing commercially driven and 'fast-track' services. This is because any non-mandatory (or unenforced) requirement for proper community engagement is more likely to be side-lined, particularly in the advent of commercialisation and a target culture, owing to the associated and variable (albeit relatively small) costs affecting profit.

Many aspects of development are of considerable importance to communities and effective pre-application engagement should be strengthened further, especially if Government implements plans to remove automatic consultation at the technical details stage. In our view, the potential introduction of changed planning application processes, fees and competition, along with the removal of consultation as of right are likely to fundamentally and adversely affect the ability for the community view to be represented.

Strengthening of the community engagement requirement and maintaining due notification and consultation are also important owing to the limited availability of retrospective redress for unfair processes. Judicial review is a prohibitively expensive process, beyond the means of most communities, and the Local Government Ombudsman has limited scope and is not accessible to local councils. Neighbourhood planning is helpful in enabling up-front shaping of development for some communities. However, it is costly, provides no right of appeal, is not reasonably accessible to all, and takes years to develop.

It is notable that Question 1.5 does not refer to the impact on communities.

Question 2

Q 2.1 – Neighbourhood plans will have been through a local democratic process and been tested at inquiry, and therefore it is acceptable for them to be qualifying documents. However the brownfield register will be an administrative process, with no ability for local residents to challenge in the inclusion on the register, so to treat those as a qualifying document would remove any local participation in land release – they would be left with technical detail only, so we would firmly oppose that unless there is clear and democratic participation in what is actually a brownfield site available for residential development. And that would slow down the production of the register. To achieve government housing targets, getting a register of POTENTIAL sites is more important and then we have the debate through democratic processes when a proposal comes forward.

In relation to local plans being qualifying documents. The difficulty here is about how specific a local plan is. If we had the sort of detailed, and geographically specific local plans we had in the 1980s, then it would be possible to have real local awareness and engagement by local residents as opposed to councils, landowners and pressure groups, at the plan development stage. The single area wide local plan does not offer that same site specific approach and is so remote, protracted, abstract and bureaucratic that real

local residents very seldom engage with it, except when part of a group campaign. We need the local plan process to be made a real, local process (larger than neighbourhood, but smaller than authority wide) – in which residents could participate. If that were the case, then there might be a case of it being a qualifying document. But the current concept of the local plan should not be a qualifying document because it removes the opportunity for local people to shape their environmental and is contrary to localism.

Q2.2 – No, PD rights are an appropriate vehicle for taking small things out of the process.

Q2.3 No. It is impossible to determine how many housing units can be put on a site without seeing a layout and determining housing mix. Numbers are context specific, and really do depend on layout issues – so consent in principle could only include numbers if it included a lot more detail, and included a chance for local residents to identify the key pressure points / issues to resolve – and that would undermine the aim of consent in principle.

There must be absolute clarity as to the “prescribed particulars” and that a complete (not indicative) list of the matters to be reserved for the technical detail stage is given. However, the omission of any consideration of infrastructure at the “in principle stage” is problematic, as the nature and quality of the infrastructure critically affects the principle of the acceptability of a development. We believe that these aspects of a development must be acceptable to both the LPA and the community before permission in principle is granted. This is especially important in the case of larger sites.

Q2.4. We understands the Government’s desire to avoid developers having to do too much detailed work at an early stage but considers that it is reasonable to ensure that the scope of the technical details meets, as a minimum, the normal expectations for planning consents. The LPA should draw up (or revise) a validation checklist to address these concerns.

We have found that the sooner we as local residents can have those very detailed discussions, the more cost effective it is for the developer, as it enables them to factor in those issues at design stage – rather than trying to revise designs later. In our experience developers welcome local dialogue at an early stage as a way of using local knowledge to factor in issues they might not otherwise notice. Indeed developers come to the Town Council to ask for those discussions for precisely this reason. So we think it aligns with good quality planning and efficiency to have early detailed discussions.

Q2.5 The proposal is not reasonable. There is a clear and continuing obligation to deliver EIA and Habitats Directive assessments. To this we would add, in a different but similar vein, Equalities Act obligations. It is impossible to do this in relation to a site without a considerable amount of detail. So decisions cannot be taken without a full and continuing assessment.

Q2.6. No. What is proposed is a fundamental change to the system which is likely to disenfranchise local communities. This Government has promoted “localism” and Neighbourhood Planning and is on record as promising that development will not take place against the wishes of the local community. It now appears to consider that “local” only extends as far as district, borough or unitary level. Given the pressures on planning authorities to pass planning applications and their limited resources, the likelihood of them opting to engage with councils and communities in any meaningful way appears limited. Local knowledge and expertise really comes into play on matters of technical detail, such as the local vernacular, flood resilience and a whole raft of environmental considerations, and this is often reflected in the conditions attached to planning consents. It is important that the opportunity for local input is not lost: the Government should be *reinforcing* the commitment to truly local (ie town / parish / community-level) consultation, not *undermining* it.

Q2.7. No. This is too vague and there is no mention of access / infrastructure at either stage. *See response to Q2.3 above.*

Although it is understood that Government considers that the preparatory work through local plans and registers would pave the way for readily agreeing this permission, it is not clear how this permission can be obtained on application based merely on a 'minimum amount of information'.

Given the resources available to planning authorities, the precedent of local planning authorities failing to progress local plans and the lack of realistic redress available to communities when flawed policies and local plans are developed, it is difficult to understand how this change can be fair and appropriate. There are particular concerns about the brownfield register process set out with questions 3.1 to 3.10 below.

Government acknowledges the *'need to ensure an appropriate assessment of the development proposed against local and national policy, and the opportunity for involvement of communities and other interested parties.'* However, there is negligible discussion within the proposal about how this would be ensured and no description of the consultation process for the new fast-track 'in principle' stage. The scope of consultation at permission in principle stage will be limited to land use, location and the amount of development. It is difficult to understand how this level of consultation can be considered satisfactory and meaningful given the restrictive parameters that Government has set.

Separately and at a later stage, 'technical detail' would be agreed but without any requirement for the planning authority to consult with communities. This despite the fact that many of the most important issues for communities will arise at this stage, including the design of housing, access, flood risk, drainage, the application of conditions and the negotiation of mitigation payments. We believe Government should reconsider an approach which, ostensibly, appears to be side-lining consultation with local councils, the community, and experts from key organisations.

Giving the local planning authorities *'the option'* to carry out further consultation with *'such interested persons as they consider appropriate'* is not in keeping with a Government which claims to value communities and wishes them to be involved in helping to shape communities. It is contrary to over 50 years of planning policy – and contrary to international obligations about environmental information. Once more we see the Government considering that 'local' stops at district, borough or unitary level with the statement that decisions on whether these authorities would consult others would be *'based on their judgement and would be informed by the engagement that took place when permission in principle was granted.'* The justification Government gives for this is *'While we think that it is important for appropriate further engagement to take place at the technical details consent stage, we consider that centrally mandating what should be done risks unnecessarily repeating engagement and takes away an important local flexibility. We do propose that it should be mandatory for applicants to notify landowners and agricultural tenants of the application (as is currently the case with a planning application).'* We find this paternalistic approach unacceptable in undervaluing the role of local communities. The Localism Act was predicated on the recognition of local communities of residents below the LPA level. They are completely missing from this document except in relation to 'qualifying documents'.

Reassurance is offered regarding the environment that *'Permission in principle will not remove the need to assess the impact of development properly before full planning permission is granted.'* Given the level of information that is required to enable the planning authority to satisfy its obligations under the Habitats Directive, it is unclear how this aligns with the stated intention for this stage to be light touch. There is a risk that the pressures being introduced into the planning system with limited available resources will make it less likely that the planning authority will be able to perform the needed assessments satisfactorily.

It is notable that there are only four paragraphs of the consultation in the section 'Involvement of the community and others'.

We reiterate that there appears to be no right or opportunity to have genuine and meaningful engagement and consultation with local councils and others built into the new two-stage process. Given the pressures on planning authorities to pass planning applications and their reducing resources, the likelihood of them opting to engage with councils and communities in any meaningful way appears limited. Many of the matters of major concern to councils, including when conditions should be applied, will potentially proceed without any community consultation.

We believe the duration of permissions in principles and technical details consent should be kept to a minimum length of years. This aligns well with Government's desire to encourage developers to proceed apace, would deter developers from applying until there was a realistic prospect that they would be in a position to commence the development and would limit the period of uncertainty over land use.

Currently, outline planning permission has a determination period of 8 weeks for minor applications, and a further 8 weeks for subsequent applications for reserved matters. The proposal is that permission in principle applications and applications for technical details consent should be subject to the following maximum determination periods: permission in principle minor application - 5 weeks; technical details consent for minor sites - 5 weeks; and technical details consent for major sites - 10 weeks

We are concerned that these proposals will have a negative impact on the capacity of the planning authority (or any private provider) to deal properly with planning matters. Additionally, by creating this framework Government will have set up a position where consultation with local councils and others will be difficult. In many areas, the tight determination timescales will make it less likely that any discretionary consultation, at technical details stage, will take place. Cutting the community voice out of the planning process is a counter-productive step for a Government with a claimed localism agenda. It removes the value of local expertise and knowledge from the system which cannot be in the interests of anyone.

<i>Consultation Question 3.1: Do you agree with our proposals for identifying potential sites? Are there other sources of information that we should highlight?</i>
<i>Consultation Question 3.2: Do you agree with our proposed criteria for assessing suitable sites? Are there other factors which you think should be considered?</i>
<i>Consultation Question 3.3: Do you have any views on our suggested approach for addressing the requirements of Environmental Impact Assessment and Habitats Directives?</i>
<i>Consultation Question 3.4: Do you agree with our views on the application of the Strategic Environment Assessment Directive? Could the Department provide assistance in order to make any applicable requirements easier to meet?</i>
<i>Consultation Question 3.5: Do you agree with our proposals on publicity and consultation requirements? Given that permission in principle might follow inclusion on the register and that there might be concerns, for example, about sustainability and infrastructure, local councils will wish to be reassured that there will be full and compulsory consultation on inclusion of sites in such registers.</i>
<i>Consultation Question 3.6: Do you agree with the specific information we are proposing to require for each site?</i>
<i>Consultation Question 3.7: Do you have any suggestions about how the data could be standardised and published in a transparent manner?</i>
<i>Consultation Question 3.8: Do you agree with our proposed approach for keeping data up-to-date?</i>
<i>Consultation Question 3.9: Do our proposals to drive progress provide a strong enough incentive to ensure the most effective use of local brownfield registers and permission in principle?</i>
<i>Consultation Question 3.10: Are there further specific measures we should consider where local authorities fail to make sufficient progress, both in advance of 2020 and thereafter?</i>

Q3

We are extremely concerned about the democratic basis for the construction of the brownfield registers – having seen the lack of even elected member participation in the old land availability registers. It is essential that the register is subject to public consultation – to ensure there are not mistakes, and that the land listed is land that is genuinely available. We can think of many sites one might call brownfield, but on which long disuse has turned them into significant wildlife sites, which may no longer be available. How will that be tested? There should be a robust assessment of suitability of sites before they are placed on the register for which there appears to be no provision. These sites will be highly likely to receive permission in principle and yet any consultation at that stage would be limited in scope and in some cases discretionary and relatively meaningless (in following the approach at permission in principle stage).

Further, at the technical details stage, there would be no automatic consultation.

Although we, generally, support an emphasis on developing brownfield sites as a priority and in preference to building on greenfield, some sites will not have the appropriate infrastructure to make them suitable for development. It is not clear what safeguards, if any, exist. The reference to the National Planning Policy Framework and Planning Practice Guidance does not offer sufficient reassurance, as this framework has not ensured that all developments have suitable infrastructure to date. With respect to brownfield sites, the concerns are heightened owing to Government's clear steer that planning authorities *'should only reject potential sites if they can demonstrate that there is no realistic prospect of sites being suitable for new housing'* and should *'drive progress'* in obtaining permission for housing on these sites. The mere likelihood of housing being suitable should not be deemed sufficient to entitle sites to be included on a register as this will, in all probability, guarantee them permission in principle. The proposals state that *'Permission in principle will be treated as a planning permission when assessing progress given the degree of certainty that it provides'*.

Local planning authorities should be required to be transparent and not simply 'encouraged' to publicise their decisions on whether sites will be included on the register.

It is disappointing that there are no accessible means of redress for communities faced with a flawed decision.

We object to the phrasing of enabling planning authorities to have *'the discretion to consult their local communities and other interested parties, such as those who can offer specialist advice, about those sites.'* The stated assumption that *'local planning authorities are best placed to determine whether consultation with local communities and others would be helpful'* might be more realistic if those authorities had suitable levels of resources to enable this approach. This paternalistic statement fundamentally and erroneously overlooks the value of proper engagement on planning matters affecting communities. It fundamentally undermines democratic processes and the role of local residents – the complete opposite of the Localism Act 2011. In parts of this consultation the government presents LPAs as the problem, yet in cases like this, taking away the local voice is giving even more power to the planning authorities. We will find as so often in the past that the good ones do continue to consult, and the bad ones shut up shop.

We do not believe that the penalty for lack of progress on brownfield sites should be that the council is unable to claim the existence of an up-to-date five-year housing land supply when considering applications for brownfield development, and therefore the presumption in favour of sustainable development would apply. This is not a sound basis for Government to entrench the problem of inappropriate development owing to claims that there is no established five-year land. In some places within the proposals Government purports to trust local planning authorities and in other areas the

reverse position is applied and freedom to make the right decisions for their locality is overridden. We can think of lots of cases where a council is keen to list sites on the brownfield register, but many of them turn out to have tricky infrastructure and other problems. Or indeed developers may feel they have enough green field land to saturate the market. In our town there is so much land allocated for housing upon which developers have not commenced work despite having full consents, that they are not likely to want to move onto brownfield register sites in the near future.

More significantly perhaps to the government such a penalty provision would actually undermine the likelihood of getting a full register. If there is a sanction for not getting the brownfield sites developed, people will ration the sites they identify.

Q 4 We have concern about the cumulative impact of small developments without any mitigation payments from developers to ensure appropriate infrastructure is in place. Government has noted the value that neighbourhood plans play in shaping small development but is now proposing to require planning authorities to publish a small sites register.

It is not clear why Government would impose this burden on planning authorities when this register, ostensibly, has no more value than as an awareness raising exercise. The planning applications system should be founded on a transparent and robust determination of site suitability, with the impact of development properly and fairly mitigated.

Q 5 Neighbourhood planning is a major undertaking for local councils and the time taken to ensure a plan is adopted or at a stage which can be classed as 'emerging' can be a reason why local councils decide not to progress a plan, especially given the increased pace of development. Opportunities to shape development in the optimum manner are sometimes lost. In our case we have so much development allocated by the Core Strategy, and have a PSP document covering just about everything else, so there is little room for a Neighbourhood Plan or plans at present.

Support to neighbourhood planning from the planning authorities is required in law but is applied

Q 6

Communities should not be left with the impact of developers being able to progress sites that would be otherwise unacceptable except for Government permitting this on the basis of an apparent lack of five-year land supply. We welcome clear and transparent information being required on plan progress at six-monthly intervals. Rather than the government taking over planning, we would suggest the process is simplified, so there are fewer stages and the thing can be adopted faster. At present it feels like a war of attrition where only the most determined continue to participate.

Q 7 We recognise the government has speeded up decision making in planning, but there is no mention of whether better decisions are being made, resulting in the right development in the right place with appropriate infrastructure.

The proposal to extend this performance intervention is radical and surprising for a Government purporting to be committed to localism. The proposal involves an expanded centralised planning application process even incorporating minor developments and changes of use (although not householder applications). Introducing further duplication of planning systems, centralisation, remoteness, reduced democratic accountability and an inevitable reduction in community engagement appear to be an expensive and unsophisticated approach to addressing the problems that Government has identified. Government intervention would be limited to a detailed improvement

plan for householder developments, where this is an area of under-performance, but this is still an expensive and bureaucratic solution to counter the problem of lack of resources at a local level leading to 'underperformance'.

Given that Government recognises that there is underperformance and proposes radical changes, as well as committing considerable sums of taxpayer's money to addressing this and supporting developers, it is suggested that now is the time for Government to introduce a community right to appeal planning decisions, exercisable through local councils.

Q8

The scope of the proposal to introduce commercial operators into the planning system is currently expressed vaguely and might be extended further: *'More innovation may be possible and better use of resources, efficiency and performance, with full competition involving both approved private providers and local authorities competing for the processing of all planning applications in test areas. However, competition could be limited to just local authorities or specific types of planning application.'*

The likelihood of communities being consulted at the pre-application stage will reduce considerably if the system is commercialised. Despite the fact that pre-application consultation with communities is encouraged, there are instances where this is not happening and ALCA recommends that this is addressed before a flawed system is extended to private providers. ALCA believes that there is a need for strengthened requirements relating to community engagement throughout the process from pre-application to a right to appeal, as discretionary engagement and consultation are unlikely to be incorporated into planning authority practice, owing to resource and target pressures, or commercial practice, owing to pressures to profit from the planning application process.

Any test arrangement must build in carefully considered and effective community engagement measures, while appreciating that these arrangements must also be efficient.

It is not appropriate to set private providers at an unfair advantage compared to planning authorities owing to differential fees structures. The planning application system should be reasonably accessible to taxpayers generally, and not just developers, and would not want to see fees escalating unfairly.

Although some assurances are made about community engagement, they are vague and there are limited and inaccessible routes for redress in the event of non-compliance e.g. *'local people and councillors will need to be able to comment on planning applications as they can at the moment'* (para 8.13). This is a broad and welcome statement but it is unclear how this fits with the discretionary consultation proposed at technical details stage - no consultation on such matters is considerably different from current planning application arrangements. It would also be inappropriate and misleading to carry out test arrangements on a different basis from the intended roll-out of the proposals.

Stringent assessment criteria should be applied to determine the providers to be 'approved'. Performance measures and designating and de-designating mechanisms should be applied to private providers to determine whether they should remain approved and be able to process applications, in the same way as requirements are applied to planning authorities. Planning authorities should not be disadvantaged by more stringent requirements in any respect.

Q9

We welcome greater transparency in relation to these matters, but increased information about economic matters should not undermine the need for planning authorities to also consider environmental and social aspects of planning, particularly given the considerable economic costs for

the country that can arise from ill-informed and unbalanced decision-making on the latter two fronts. The planning process is essentially about land use, and that at core an environmental and social issue. It is about geographical specificity – is this application right in this place. That is a balance between environmental, social and economic factors. Economic arguments are often about whether the activity is needed, that needs to be balanced with the crucial planning question of whether THIS place is the right place for it.

ALCA supports transparency and notes that it would also be beneficial if the ‘community benefits’ from shale gas etc., were also transparently listed.

Q10 We are extremely concerned about the proposal to remove automatic consultation of parties during the technical aspects planning application stage. This is the stage at which s.106 negotiations will take place. ALCA is concerned that the process will become less transparent and responsive to community need without local council input. It is therefore essential that the local councils are consulted about the s.106 agreement, that the agreement is made available to local councils and that the dispute resolution process can be initiated at the request of the local council. The relative ease with which developers appear able to avoid s.106 obligations (small developments and viability claims) should be addressed to avoid adverse social, economic and environmental consequences for lack of needed investment in infrastructure. Any dispute resolution process should be a properly balanced process taking account of the fact that the fall-out from the lack of investment by developers in mitigating the impact of their developments, from which they profit, in many cases will end up on the taxpayer’s bill.

It is noted that this process will, in effect, remove section 106 decision-making from local democratic processes e.g. the right to refuse the application on a ground that relates to the appropriateness of the terms of the section 106, will be limited. It is not clear why Government is considering (without providing any associated detail) restricting the right of the planning authority to grant the application conditional on the other party undertaking other obligations not specified in the section 106 agreement, for example through use of section 278 (Highways Agreements facilitating development under which the developer has to pay for, or make alterations or improvements to, the highway).

Q11

We are very concerned about the proposals. We have seen no evidence to suggest that planners provide a significant delay to the provision of new school facilities to justify this. There are occasional examples of problems, but a blanket exception is a sledgehammer being used to crack a walnut. We suggest instead there is an accelerated right of appeal, or a call in process if there is a problem.

We are concerned that if this does go through there need to be considerable safeguards built into the power, for example to ensure the buildings must be wholly for use for the provision of statutory education facilities in the state sector – otherwise schools could use this to develop private residential schemes or commercial retail facilities on their land (not what you have in mind at all). If you are going to open this up completely, then why not permit other bodies, such as parish councils to do the same? (At present, for example, as a parish council we want to remove some old shipping containers and replace them with a proper storage shed at our local sports area. We had to get planning consent and are now being expected to pay CIL – yet this is a facility being built to replace old shipping containers and meet local needs – so it is not only schools in the public sector who encounter issues with planning).

Q12

On average Government indicates that the additional time requested by statutory consultees was between 7 and 14 days. It is not clear what significant advantage would be gained by restricting the ability to accept extensions in the exceptional cases that planning authorities consider legitimately require greater time given the importance of specialist advice. The fact that 5 -12% are having to request extensions is potentially indicative of the difficulty they are having meeting tight deadlines already. With cuts affecting many of these organisations, their ability to respond rapidly might be restricted. There are inherent dangers that important advice and views might not be provided owing to excessive time pressure at a time of resource restraint. It is important to maintain local flexibility and avoid centrally set targets. In our experience developers have been very happy to agree to extensions in most cases, preferring a good decision to a quick one. So, we consider there should be this flexibility – and that performance statistics should disregard extensions to time which are BY AGREEMENT.

Q13

There is widespread evidence over a long period about the extent to which the current planning processes are not accessible for people from low income backgrounds. The reasons found for this in many studies apply equally to people with protected characteristics. So for the consultation to say there is not evidence about the impact of planning on people with protected characteristics is surprising. There is literature about who participates in planning and why. We hope DCLG will consult it. We also have concerns about the current operation of the equalities assessment process associated with major schemes. One of our councillors did a study of them taking a national sample, and concluded they are tokenistic and tend to focus upon mobility issues, rather than the full scope of protected characteristics. So, whatever is done there is a real need to strengthen these provisions.

