

# Yate Town Council

## Full Council

**6<sup>th</sup> September 2022 from 7pm until 7.40pm at Poole Court**

### Minutes

#### Present:

Councillors Cheryl Kirby (Chair), Tony Davis, Mike Drew (part-meeting), John Emms, John Ford, Margaret Marshall, Alan Monaghan, Ben Nutland (Vice-Chair), Ray Perry, Karl Tomasin and Chris Willmore (part-meeting).  
Town Clerk and Community Projects Manager.  
Councillor Jean Thomas, Dodington Parish Council.

#### **Minute 31. Apologies for Absence**

Apologies of absence were received from Councillors Sandra Emms, John Gawn, Wully Perks, Jane Price, John Serle and Penny Thoyts (leave of absence).

#### **Minute 32. Members Declarations of Interest Under the Localism Act 2011**

Councillors John Ford and Ray Perry declared interests regarding all matters concerning YOSC and YOSC Ltd, as serving trustees on the YOSC Ltd board.

#### **Minute 33. Requests for Dispensations**

No requests for dispensations were received.

#### **Minute 34. Public Participation Session with Respect to Items on the Agenda**

There were no items raised by the member of the public present.

#### **Minute 35. Minutes of the Town Council Meeting held on 28<sup>th</sup> June 2022**

It was **RESOLVED** the minutes of the Minutes of the Town Council Meeting held on 28<sup>th</sup> June 2022 be approved and signed as a true and accurate record.

#### **Minute 36. Minutes of the Environment and Community Committee Meeting held on 19<sup>th</sup> July 2022**

The minutes of the Minutes of the Environment and Community Committee Meeting held on 19<sup>th</sup> July 2022 were received and **NOTED**.

**Minute 37. Minutes of the Finance and Governance Committee Meeting held on 26th July 2022**

The minutes of the Minutes of the Finance and Governance Committee Meeting held on 26<sup>th</sup> July 2022 were received and **NOTED**.

**Minute 38. Items Referred from the Environment and Community Committee Meeting held on 19<sup>th</sup> July 2022**

It was **NOTED** that no items were referred to Full Council from the Environment and Community Committee meeting of 19<sup>th</sup> July 2022.

**Minute 39. Items Referred from the Finance and Governance Committee Meeting held on 26<sup>th</sup> July 2022**

**Minute 39/1 Income and Expenditure Report to 30 June 2022**

The income and expenditure report to 30 June 2022 was received and **RESOLVED** it be approved. (Appended to the meeting of Finance & Governance Committee 26<sup>th</sup> July 2022)

**Minute 39/2 Civility and Respect Pledge**

Details of the Civility and Respect Pledge were received and **RESOLVED** the pledge be adopted. (Appended to the meeting of Finance & Governance Committee 26<sup>th</sup> July 2022)

**Minute 39/3 Priorities and Strategy Scrutiny Working Group**

**RESOLVED** To adopt the below wording for the Yate Town Council mission statement (*which will form part of the accreditation for the Local Council Award Scheme*);

*“We are local residents and a staff team all working with others in our community to make Yate a safe, vibrant, inclusive and sustainable place to live and work for all, that responds quickly with others in our community to address new challenges as they arise.”*

**Minute 40. Planning and Transportation**

**Minute 40/1 Advisory Meeting Notes of 21<sup>st</sup> June 2022**

The notes of the advisory meeting of members of the Planning and Transportation Committee held on 21<sup>st</sup> June 2022 were **NOTED**.

## **Minute 40/2 Comments Submitted Under Delegated Powers**

It was **NOTED** that the Planning and Transportation Committee meetings did not take place on 12<sup>th</sup> July 2022 or 9<sup>th</sup> August 2022 and comments were compiled in consultation with members of the Committee and submitted in accordance with delegated powers (to be reported to the next Planning and Transportation Committee meeting).

## **Minute 41. Delegated Decisions**

### **Minute 41/1 Record of Delegated Actions**

It was **NOTED**, where action has been taken between meetings, it has been in consultation with members of the council via email and the existing below delegation invoked:

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

A list of decisions taken using above delegation to 25<sup>th</sup> August 2022 was received and **NOTED**. (Appendix 1)

## **Minute 42. Financial Reports**

### **Minute 42/1 Accounts for Payment**

The accounts for payment previously authorised in line with the Financial Regulations were received and **NOTED**. (Appendix 2)

### **Minute 42/2 Electricity and Gas Contract**

It was **NOTED** that the tender opportunity for the electricity and gas contract had been placed on Contract Finder to obtain quotes for the supply of electricity and gas to Yate Town Council properties as from April 2023 when our current agreement ends.

It was **RESOLVED** that delegated powers be granted to the Town Clerk, in consultation with the Climate and Planet Sub-Committee and Chair of Finance and Governance Committee, to consider the received tenders and a recommendation be made to the Environment and Community Committee meeting taking place on 20<sup>th</sup> September 2022 to agree upon a contract of supply to enable deadlines to be met.

*(Councillor Chris Willmore entered the meeting)*

## **Minute 43. Town Council Project Steering Groups (Task Limited)**

### **Minute 43/1 Play Areas Properties Project Steering Group**

#### **(a) Millside Play Area**

It was **NOTED**:

- Interpretation boards have been installed on the lecterns;
- The trail has been promoted on social media during the school holidays;
- The S106 project completion form was submitted and remaining capital to the value of £272.30 has been converted to revenue. The final S106 payment has been received;
- The project is completed. Thanks were relayed to all those involved.

#### **(b) Brinsham Play Trail Collaboration with Home from Home and Live West**

It was **NOTED** that a report containing public feedback and suggestions for the development of a play trail (to link play areas in the Ladden Garden Village development with green spaces and the play area in Brinsham Park), is awaited from Live West and Junaeu Projects. Once the report is received, a meeting will be arranged with Home From Home Projects and Live West, to discuss opportunities for grant applications, to deliver ideas and designs created in the Junaeu workshops, as outlined in the report.

#### **(c) Kingsgate Park and Peg Hill Projects**

A business rationale for the Kingsgate Park refurbishment project was received, along with the minutes of the Play Areas and Properties Project Steering Group meeting held on 5<sup>th</sup> September 2022 (Appendix 3)

It was **RESOLVED**:

- To continue with delegations in place;
- That the business rationale for the project be accepted (as in Appendix 3);
- To seek the approval of the Secretary of State for Levelling Up, Housing and Communities, to apply for a Public Works Loan Board (PWLB) loan of £300,000, over the borrowing term of 25 years for the purposes of the Kingsgate Park Play Area refurbishment. The annual loan repayments will come to around £18,734.34;
- It is not intended to increase the council tax precept for the purpose of the loan repayments;
- To provide continuity of quality and warranties, to avoid problems with responsibility, and to ensure best value, in line with the Town Council Climate Emergency Declaration, YTC waive the Financial Regulations requirement to tender for projects over £25,000, and obtain x3 quotes for works over £7,500, in order to appoint the original supplier of the timber equipment, for refurbishment of the timber play equipment. *The Financial Regulations state: When applications are made to waive Financial Regulations relating to contracts to enable a price to be negotiated without*

*competition the reason shall be embodied in a recommendation to the council;*

It was **NOTED** that Regulation 110 of the Public Contracts regulations 2015 state: *where a contracting authority advertises a contract opportunity then the contracting authority shall publish information about the opportunity on Contracts Finder, regardless of what other means it uses to advertise the opportunity.*

*For the purposes of this regulation—*

*(a) a contracting authority advertises an opportunity if it does anything to put the opportunity in the public domain or bring the opportunity to the attention of economic operators generally or to any class or description of economic operators which is potentially open-ended, with a view to receiving responses from economic operators who wish to be considered for the award of the contract; and*

*(b) accordingly, a contracting authority does not advertise an opportunity where it makes the opportunity available only to a number of particular economic operators who have been selected for that purpose (whether ad hoc or by virtue of their membership of some closed category such as a framework agreement), regardless of how it draws the opportunity to the attention of those economic operators.*

As Yate Town Council is not placing the opportunity in the public domain and is contacting the original supplier directly for a quote for the works, there is no requirement to advertise a contract award opportunity on Contracts Finder. However, once the contract is awarded, the required information will be published on Contracts Finder as per regulation 112 of the Public Contracts Regulations 2015.

- Delegated powers be granted to the Town Clerk in consultation with the Chair of the Kingsgate Park Project Steering Group (Play Areas & Properties Project Steering Group) and the Chair of the Finance & Governance Committee, to take any required decisions in relation to the Public Works Loan Board application, and the subsequent appointment of suppliers, to enable the project to progress to the desired timescale;
- To seek agreement from Property Services at South Gloucestershire Council (SGC), for SGC not to exercise the Kingsgate Park lease break clause on 31 March 2028, to safeguard YTC investment in the play area refurbishment (lease duration 50 years from 1 April 2003). This is not to hold up the loan application.

Thanks were relayed to officers, especially the Community Projects Manager, for the work involved with the Kingsgate Park refurbishment project and for the concise and clear presentation of information to members.

## Minute 43/2 YOSC

### (a) YOSC Multi-Activity Building (MAB) (Boxing Community Building Project)

It was **NOTED**:

- Sport England-funded signage was installed; x1 internal and x1 external;
- Additional fittings are required to ensure the mirrors are installed safely and an installation date from the fitter is awaited;
- When the mirror installation is confirmed, on the same day, solar lighting will be installed on the external entrances;

### (b) YOSC Facility Project Steering Group – YOSC Drainage Improvements Project

It was **NOTED** feedback is awaited from South Gloucestershire Council regarding:

- Local Flood Risk Management Strategy 2022-27, which includes plans to undertake drainage planting schemes within the North Yate area;
- S106:
  - Review of award criteria, with reference to SGC's climate pledge to improve opportunities for low carbon transport, with the aim to prioritise funding awards to facilities and projects with low carbon transport routes to the development funding source (e.g. cycling/walking);
  - to explore setting up a mechanism to enable funds to be earmarked without needing to go out to tender, so project priorities can be matched and allocated to s106 funding releases;
  - s106 funding streams which could benefit areas of Yate e.g. Yate station and the Community Building in Ladden Garden Village;
  - Determination method for the number of occupied dwellings in new housing developments, where occupation of the dwellings informs S106 trigger points/ funding releases.

It was further **NOTED** that a meeting of the YOSC Facilities Project Steering Group will be organised via Doodle poll, for October 2022.

### (c) YOSC Changing Places Project

It was **NOTED** that:

- a quote for a modular Changing Places (CP) unit was received from RISE to the value of £70,500. £25,000 of funding was awarded to the installation of a CP facility at Yate Outdoor Sports Complex, by the Department for Levelling Up, Housing and Communities (DLUHC), leaving a capital shortfall of approximately £45,500;

- Following communication with YOSC Ltd that they were not in a position to proceed, the following feasibility outcome was reached as CP being unachievable at the YOSC site within the funding parameters available and reported to the case manager at South Gloucestershire Council, for reporting to DLUHC;
- SGC is not included as an eligible council in the second round of government Department for Levelling Up funding for CP.

#### **(d) YOSC Liaison – Governance**

It was **NOTED** that YOSC Ltd has returned comments on the first draft of the lease for the entire YOSC site, which are under consideration.

#### **Minute 43/3 New North Yate Community Building**

A letter was **NOTED** from SGC, which advised that SGC intend to deliver the building to the S106 specification (Appendix 4).

It was further **NOTED** that a residents meeting request was sent to SGC, and that SGC was also asked to provide further information on the process and timescales for the expression of interest procedure. SGC has advised as follows:

*Work is in hand to establish communication routes for keeping residents updated, as we do on several developments. We will work with the developer as many issues usually relate to planning conditions, s106 and / or adoptions of green space, sewers, and roads. This is usually complicated by what the developers and conveyancing solicitor did or did not tell their clients and how any residents / service company is set out and run (particularly in terms of service charges).*

*In terms of the Community Centre, we are currently preparing a programme for delivery of the Community Centre. Key steps will be:*

- *consulting residents on what activities they would like to see being held in the centre*
- *inviting local resident and stakeholders to comment on the proposals*
- *seeking expression of interest from local groups to run the centre*

It was **RESOLVED** that Yate Town Council act as hosts for a community meeting of Ladden Garden Village residents at the end of September/early October, via provision of Poole Court to be used as a venue for the meeting.

It was **NOTED** that Councillor Willmore has had a positive reply from SGC/Barratts about provision of dropped kerbs in the Ladden Garden Village development.

*(Councillor Mike Drew entered the meeting).*

#### **Minute 44. Consultations**

##### **Minute 44/1 Current Consultations**

<b>Consultation Name</b>	<b>Link</b>	<b>Date Circulated</b>	<b>Closing Date</b>	<b>Notes</b>
<b>The New Compact</b> South Gloucestershire Compact between public sector agencies and the Voluntary, Community and Social Enterprise (VCSE) organisations working in the area.	Circulated via email 14.7.22.	14.7.22	23.9.22	<b>RESOLVED</b> Appendix 5 be submitted to SGC in response to the consultation.
South Glos Council Better Care Stronger Communities	<a href="#">link to consultation</a>	27.7.22	10.10.22	<b>RESOLVED</b> Councillor Alan Monaghan to respond to the consultation on behalf of Yate Town Council.

#### **Minute 44/2 Consultation Responses**

No consultation responses were received.

#### **Minute 44/3 Urgent Consultations**

It was **NOTED** there were no urgent consultations to consider.

#### **Minute 45. Yate Town Centre**

##### **Minute 45/1 Yate Town Centre Strategy Group**

The notes of the Yate Town Centre Strategy Group meeting held on 25<sup>th</sup> July 2022. were received and **NOTED**. (Appendix 6)

##### **Minute 45/2 Meeting with Yate Shopping Centre Owners**

It was **NOTED** that a meeting took place between representatives of Yate Town Council and Yate Shopping Centre owners/management team on 13<sup>th</sup> July 2022 and a Yate Town Council wishlist was shared after the meeting (Appendix 7).

It was **NOTED** that Yate Shopping Centre is currently displaying the Town Council's Station Road Old Yate heritage trail display.



## **Minute 46. Women's Football**

It was **NOTED** that following the success of the England Women's National Football team at the UEFA European Championships this summer, the Mayor of Yate, Councillor Cheryl Kirby, wrote to all local football clubs asking to meet to pool resources and knowledge to ensure women's football is promoted, developed within the Town of Yate and surrounding area.

An informal meeting took place on Tuesday 16<sup>th</sup> August 2022 with representatives of Yate United Football Club, St Nicholas Football Club and Soccer Shooters and Councillors Cheryl Kirby and Chris Willmore.

The meeting explored what facilities for girls and ladies are currently available, any pressures, constraints and the barriers, involvement of schools and what support the Town Council might be able to give.

The football representatives were asked to feedback to the Town Council on details of current gaps in the delivery and why, and their aspirations and barriers in being able to deliver.

It was agreed that Yate Town Council would contact local schools to establish their current provision for girls' football.

An update was provided and it was **NOTED** that:

- Soccer Shooters have set up taster sessions for girls and is willing to do women's football and walking football if there is demand;
- Yate United is considering starting a 16-18 girls team, fed by St Nix (which has girls' teams up to age 16). It was reported that Yate United has now picked up 8/9 years teams as well since the meeting took place;
- Councillor Claire Young is doing walking football at Longwell Green and would be willing to come and do walking football in Yate, but the problem is finding suitable venues in Yate;
- A key constraint on developing more teams - including more girls teams - is a shortage of pitches locally. Teams have therefore been asked to quantify what they need and when pinch points are for demand.

It was further **NOTED** that this item will be added to Environment and Community Committee agendas.

## **Minute 47. Consideration of Impact of Decisions on Climate and Waste**

Consideration took place on impacts on climate and waste following decisions taken by the council during the meeting. The following was **NOTED**:

- Electricity and gas contracts – green credentials;
- Kingsgate Park – refurbishment plans seek to reuse and recycle as much as

possible.

- YOSC Drainage project – planting scheme;
- Millside Play Area - installation of interpretation boards and completion of the nature trail;
- Brinsham Play Trail Collaboration with Home from Home and Live West projects – seeks to encourage nature based play and creativity.

## **Minute 48. Confidential Items**

### **Minute 48/1 Confidentiality Confirmation**

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

*(The member of the public left the meeting).*

### **Minute 48/2 Staffing and Governance Sub-Committee – Confidential Items**

A confidential overview was received and **NOTED** of staffing priorities and processes underway. (Confidential Appendix 8)

**RESOLVED** The meeting returned to public session and the meeting was closed at 7.40pm.

Signed by Chair: \_\_\_\_\_

Date: \_\_\_\_\_

## Decisions Made Using Delegated Powers During Pandemic 2022

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

Date	Action	Number of councillors in responded agreement/not in agreement	Members Consulted	Committee to which outcome reported
23.5.22	Purchase of 450 Yate Ageing Better logo printed canvas tote bags	4 Councillors	Yate Ageing Better Health and Wellbeing Sub-Committee	E&C 24.5.22
30.5.22	To send final proofs of x2 Millside Interpretation Boards to Shelley's Graphics to print and deliver to Poole Court.	8 Councillors	Play Areas Properties and Play Areas Steering Group	Full Council 28.6.22
06.07.22	<b>Councillor Ray Perry</b> Added to the following sub committee: <ul style="list-style-type: none"> <li>• Grants and Finance</li> </ul>	Delegated Powers		

## Decisions Made Using Delegated Powers During Pandemic 2022

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

12.07.22	<p>Proceed with Armadillo restructure proposals/to implement call out/to close w/c 29<sup>th</sup> August.</p> <ol style="list-style-type: none"> <li>1. members agreed to proceed with additional Venue Assistant hours (16 p/w based on savings resulting from review of Youth Coordinator hours during the vacancy review) and that they also agreed to consult with venue operations staff on changes to job descriptions and structure;</li> <li>2. agreed to grant authority for us to introduce a call out system, on broadly the same terms as the estates call out rota (subject to HR advice) to enable operation of the Armadillo, particularly needed during absences and whilst we will be short-staffed when existing youth management postholders leave. (NB: we lose the Coordinator role in mid-August; the Youth Officer role remains until at least end September (possibly, until end of October term subject to existing postholder's agreement to stay)).</li> <li>3. Agreed to closure of the Armadillo week commencing 30<sup>th</sup> August onwards (29<sup>th</sup> is bank holiday Monday) as the Coordinators will have left and the Youth Officer is on annual leave), and for us to use the time for training and team building purposes, resetting standards, discussing any changes etc.</li> </ol>	4 Councillors	Staffing & Gov	Finance 26.7.22
13.7.22	Planning Sub Committee Meeting of 12.7.22 did not take place - comments submitted using delegated powers	All Members of Planning & Transportation Committee	P&T	P&T 13.9.22
10.8.22	Planning Sub Committee Meeting of 9.8.22 did not take place - comments submitted using delegated powers	All Members of Planning & Transportation Committee	P&T	P&T 13.9.22
20.7.22	Review of H10 Deputy Venue Operations Officer to H9 review of H10 Service Support Assistant to Lead Service Support Assistant to H9	3 Councillors	Finance	26.7.22

## Decisions Made Using Delegated Powers During Pandemic 2022

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

	Review of 2 x H11 Estates Persons to receive honoraria payment in respect of additional duties ( events & Climate and Planet Lead)			
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## Payment List July 2022

<b>Date Paid</b>	<b>Payee Name</b>	<b>Transaction Detail</b>	<b>Total</b>
11/04/2022	Sticker IT	Biodegradable Stickers	£ 51.00
11/04/2022	Motor Aids	Estate Vehicles Repairs/Maintenance	£ 56.16
12/04/2022	Amazon	Stationery	£ 11.99
12/04/2022	Baker Ross	Platinum Jubilee Materials	£ 79.25
13/04/2022	DVLA	Urbie Road Tax	£ 297.50
14/06/2022	Garden Plants on line	Water butt/Beehives	£ 229.71
15/06/2022	Amazon	Adhesive Tape	£ 34.78
16/06/2022	Standbrook Guides	Wall Maps	£ 105.90
21/06/2022	Lenova.com	IT Equipment	£ 279.98
21/06/2022	Hancocks World of Sweets	Kitchen Stock for resale	£ 328.75
22/06/2022	Amazon	Youth Equipment	£ 79.96
28/06/2022	Amazon	Urbie Parts	£ 29.65
01/07/2022	Bank Current Account	Bank Transfer	£ 8,276.06
01/07/2022	Lex Autolease Ltd	Estates Vehicle Lease Payments	£ 8,647.20
01/07/2022	Miles Architectural Ironmonger	Key Cutting	£ 204.00
01/07/2022	ProfitReach	Website Support	£ 98.40
04/07/2022	Barclays	Bank charges	£ 78.42
04/07/2022	Barclays	Bank charge	£ 8.50
05/07/2022	Bank Current Account	Bank Transfer	£ 122.00
07/07/2022	Credit Card Account	Bank Transfer	£ 2,426.04
08/07/2022	Bank Current Account	Bank Transfer	£ 6,259.98
08/07/2022	Seton UK	Emergency Exit Sign	£ 49.80
08/07/2022	South Glos Council	Business Rates Heritage	£ 66.00
08/07/2022	South Glos Council	Business Rates Poole Court	£ 2,345.00
08/07/2022	South Glos Council	Business Rates YMCA	£ 124.00
09/07/2022	South Glos Council	Armadillo Business Rates	£ 1,859.00
11/07/2022	Bank Current Account	Bank Transfer	£ 21,393.74
11/07/2022	Bank Current Account	Bank Transfer	£ 9,076.70
11/07/2022	Myhrtoolkit Limited	IT Software Subscription	£ 118.80
11/07/2022	Public Works Loan Board	Loan repayments	£ 8,957.90
12/07/2022	BS1 Fire & Security Ltd	Building Security	£ 380.40
12/07/2022	DMA Signs Ltd	Signage at YOSC	£ 97.20
12/07/2022	Harrod Sport	Sports Equipment	£ 1,662.83
12/07/2022	Imprest Account	Bank Transfer	£ 1,361.97
12/07/2022	Lex Autolease Ltd	Estates Vehicle Lease Payments	£ 249.74
12/07/2022	Lumin Sports Installations Ltd	Electrical Works	£ 57.00
12/07/2022	Lumin Sports Installations Ltd	Electrical Works	£ 209.22
12/07/2022	Playsafety Limited	Staff Training	£ 868.00
12/07/2022	PPL Music Licence	Music Licence	£ 768.38
12/07/2022	PPL Music Licence	Music Licence	£ 70.80
12/07/2022	Proludic Ltd	Play Area Equipment	£ 4,356.79
12/07/2022	Re-Energize	Event Management Yate Rocks	£ 5,701.00
12/07/2022	Stone King LLP	Professional charges	£ 4,500.00
12/07/2022	The Letterpress Collective	Yate Rocks - Bike Workshop	£ 400.00
12/07/2022	Water2Business	Water and Sewerage charges	£ 574.34
12/07/2022	Water2Business	Water and Sewerage charges	£ 233.66
12/07/2022	Water2Business	Water and Sewerage charges	£ 400.21
13/07/2022	Disclosure and Barring Service	Staff DBS Check	£ 13.00
13/07/2022	Disclosure and Barring Service	Staff DBS Check	£ 13.00
14/07/2022	Bank Current Account	Bank Transfer	£ 126.54
14/07/2022	Phoenix Coffee & Equipment Ltd	Coffee machine supplies	£ 139.98

19/07/2022	Bank Current Account	Bank Transfer	£ 13,216.79
19/07/2022	Pension July 22	Monthly Pension Contributions	£ 14,661.60
20/07/2022	Amazon	Estates Staff PPE	£ 23.00
20/07/2022	Avon Sports Ground Maint Co.	Bowling Green Maintenance	£ 141.84
20/07/2022	Bank Current Account	Bank Transfer	£ 12,084.99
20/07/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 383.69
20/07/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 175.68
20/07/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 238.22
20/07/2022	Beacon Cleaning Services	Cleaning Town Council Properties	£ 213.94
20/07/2022	Brake Bros Ltd	Kitchen Stock for resale	£ 45.71
20/07/2022	Brake Bros Ltd	Kitchen Stock for resale	£ 175.67
20/07/2022	Bristol Gas & Heating Ltd	Hot water boiler works	£ 75.00
20/07/2022	Bristol Sound System Ltd	Sound system Beacon Event	£ 459.00
20/07/2022	Churches Fire & Security	Fire Safety equipment	£ 106.92
20/07/2022	Complete Business Solutions Gr	Stationery	£ 71.14
20/07/2022	England Flooring	YMCA Flooring	£ 2,640.00
20/07/2022	Fuelgenie Business Accounts	Fuel Estates Vehicles	£ 583.30
20/07/2022	High Speed Training Limited	Staff Training	£ 658.80
20/07/2022	Hunts Foodservice Ltd	Kitchen Stock for resale	£ 9.49
20/07/2022	Hunts Foodservice Ltd	Kitchen Stock for resale	£ 38.89
20/07/2022	Hunts Foodservice Ltd	Kitchen Stock for resale	£ 123.42
20/07/2022	Hunts Foodservice Ltd	Kitchen Stock for resale	£ 23.54
20/07/2022	Hunts Foodservice Ltd	Kitchen Stock for resale	£ 113.47
20/07/2022	James Latham	Wood supplies	£ 660.00
20/07/2022	Lawrence Tree Services	Tree Works	£ 300.00
20/07/2022	Motion Picture Licensing Co.	Annual Licence Fee	£ 233.84
20/07/2022	Petty Cash	Petty Cash Top up	£ 148.67
20/07/2022	Petty Cash	Petty Cash Top up	£ 148.67
20/07/2022	Re-Energize	Yate Rocks	£ 30.00
20/07/2022	Relyon Guarding & Security Ser	Building Security	£ 99.00
20/07/2022	SHB Hire Ltd	Estates Vehicle Lease Payments	£ 437.10
20/07/2022	South Glos Council	Business Rates Parish Hall	£ 309.00
20/07/2022	South Glos Council	Business Rates Pop Inn Cafe	£ 494.00
20/07/2022	South Glos Council	Business Rates Sunnyside	£ 245.00
20/07/2022	South Gloucestershire Council	IT Support	£ 611.81
20/07/2022	South Gloucestershire Council	Premises Licence fee	£ 70.00
20/07/2022	South Gloucestershire Council	IT Equipment	£ 24.00
20/07/2022	South Gloucestershire Council	Cleaning Town Council Properties	£ 1,932.35
20/07/2022	Telefonica O2 UK Limited	Mobile phone contracts	£ 217.09
20/07/2022	Virgin Media Payments Ltd	Telephone Charges	£ 42.01
20/07/2022	Virgin Media Payments Ltd	Wifi charges	£ 48.00
20/07/2022	Water2Business	Water and Sewerage charges	£ 260.81
20/07/2022	Water2Business	Water and Sewerage charges	£ 109.63
20/07/2022	Water2Business	Water and Sewerage charges	£ 102.60
22/07/2022	Amazon	Kitchen Equipment	£ 35.00
22/07/2022	Bank Current Account	Bank Transfer	£ 14,249.74
22/07/2022	British Telecom Payment Service	Phone line charges	£ 101.30
22/07/2022	British Telecom Payment Service	Phone line charges	£ 150.02
22/07/2022	Tax/NI June 22	Monthly Tax/NI Contributions	£ 14,162.02
23/07/2022	CNH Industrial	Estates Vehicle Lease Payments	£ 1,171.91
25/07/2022	British Telecom Payment Service	Telephone Charges	£ 80.17
25/07/2022	ProfitReach	Website Support	£ 178.80
26/07/2022	Bank Current Account	Bank Transfer	£ 7,027.25

26/07/2022	Brake Bros Ltd	Kitchen Stock for resale	£	128.96
26/07/2022	Brake Bros Ltd	Kitchen Stock for resale	£	389.15
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	28.92
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	243.48
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	242.72
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	107.11
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	2.70
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	35.97
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	124.26
26/07/2022	Chapple & Jenkins Wholesale De	Kitchen Stock for resale	£	101.33
26/07/2022	My Group Ltd	Planters	£	558.72
26/07/2022	My Group Ltd	Planters	£	558.72
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	45.01
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	14.00
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	16.84
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	25.00
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	56.00
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	16.00
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	20.48
26/07/2022	Trade UK	Estates maintenance materials/equipment	£	1.50
26/07/2022	Water2Business	Water and Sewerage charges	£	61.90
26/07/2022	West Mercia Energy	Gas and Electric Town Council Properties	£	2,748.31
26/07/2022	Yate Supplies	Cleaning Materials	£	69.29
27/07/2022	Amazon	Youth Equipment	£	7.99
27/07/2022	Amazon	Cleaning materials	£	23.71
27/07/2022	Amazon	DVD Armadillo Cinema	£	4.99
28/07/2022	Amazon	Cleaning Equipment	£	169.00
28/07/2022	Petty Cash	Petty Cash Top up	£	210.94
29/07/2022	Bank Current Account	Bank Transfer	£	51,245.26
29/07/2022	Petty Cash	Petty Cash Top up	£	416.71
29/07/2022	Salaries July 22	Salaries July 22	£	52,521.86
29/07/2022	Victoria Westlake Flowers	Basket of flowers 29.7.22	£	35.00



## **The Business Rationale – Kingsgate Park Refurbishment**

### **1. Problem or Opportunity Identified;**

At Environment and Community Committee meeting 21.09.21, a Play Area refurbishment schedule was received and NOTED (within the Estates Managers Report). The most recent refurbishment of Kingsgate Park (KGP) was **NOTED** as taking place in 2008 (2012 for water feature).

It was further **NOTED** significant equipment repairs were required at Kingsgate Park including:

#### ***4/6 Kingsgate Play Area***

*To **NOTE** following consultation by email with members, x3 replacement bridges have been ordered using funds from the play area reserves at a cost of £3,380.70.*

*Investigations continue if the Zip wire supports can be repaired.*

The frequency of repairs at Kingsgate Park and public feedback/concerns relating to play area repair works and condition of the existing equipment (received on social media to YTC and Councillors directly) identified an opportunity for consideration of a larger refurbishment of the play area, to ensure long-term sustainability of the facility, for public enjoyment.

Where incremental repairs increase in a short time scale, it is not viewed as efficient or sustainable to action regular repairs, where the play area/equipment as a whole requires a refurbishment, to ensure it remains in use by the public for many years to come. To explore refurbishment prior to the play area reaching a state of disrepair is more sustainable in terms of climate emergency and waste reduction. It will mitigate risk of closure, ensuring the facility remains open to the public and a refurbishment, rather than a full replacement, will return better value for public investment.

Kingsgate Park is a much loved play area, the most popular in Yate parish. During the COVID19 pandemic, use of Kingsgate Park significantly increased. Due to social restrictions, local outdoor activities were in popular demand and Kingsgate Park saw a significant increase in use which, in turn, caused increased wear and tear. Since COVID19 social restrictions were relaxed, Kingsgate Park has retained exceptionally high visitor numbers and has demonstrated itself as a key facility for community health and wellbeing.

## 2. Current Situation/Project Context;

A site visit took place on 22<sup>nd</sup> June 2022. An assessment of the equipment and opportunities for a refurbishment project was made by officers and Play Area and Properties Project Steering Group members.

Play Area and Properties Project Steering Group members asked officers to initially seek refurbishment guidance from the original supplier. The structure of the large-scale timber trail equipment and sculptured equipment appear to be mostly in good condition; however high traffic areas and features were visibly worn and in need of repair. For example, footboards, handrails, ladders, nets and hammocks, swings, low level log trails.

The original installer/supplier of Kingsgate Park was invited to give an assessment on opportunities for refurbishment. The supplier quotation site visit took place on 9<sup>th</sup> August 2022.

## 3. Identification of Need with any Supporting Evidence

On initial assessment, the original suppliers of Kingsgate Park advised most of the timber trail structures and sculptured equipment was repairable, with some features needing replacement in the next 5 years. The supplier advised a refurbishment could offer another 15 years of use from the existing play structures and some sculptures.

At the meeting of the Play Area and Properties Projects Steering Group on 5<sup>th</sup> September 2022, it was **RECOMMENDED** to Full Council on 6<sup>th</sup> September 2022:

- if refurbishing the existing equipment, refurbishment should be undertaken by the initial installer, to provide continuity of quality and warranties, and to avoid problems with responsibility;
- The refurbishment priorities are:
  1. Refurbishment of timber trails and sculptured equipment;
  2. Safety and regulatory compliance of the site;
  3. DDA / accessible/ inclusive equipment installation;
  4. Other equipment, informed by the public consultation survey feedback.

## 4. Public Consultation

Public consultation, by way of public survey (online), took place between 24<sup>th</sup> June 2022 and 31<sup>st</sup> July 2022. The results are included in:

Appendix 1 KGP survey responses ending 31.07.22;

On 25<sup>th</sup> June 2022, the public survey was promoted at Yate Town Council's most popular annual event, Yate Rocks. The event takes place in Kingsgate Park and provided the public an opportunity to give feedback in person.

On 29<sup>th</sup> July 2022, a public workshop took place in Kingsgate Park, to encourage participation in the online survey and to provide an opportunity for the public and play area users to give survey feedback, in person.

The public survey was promoted by several community stakeholders including:

- Friends of Kingsgate Park;
- Local media e.g. Yate and Sodbury Gazette;
- Yate and Sodbury Focus;
- Residents social media group “Spotted in Yate”;
- Southern Brooks Community Partnership.

The survey was promoted by YTC follows:

- on Yate Town Council social media platforms including Twitter, Instagram and Facebook, with a combined following of approximately 3500 people.
- via posters YTC venues including Armadillo Youth Café, The Pop Inn Café, Yate Heritage Centre, Poole Court and in approximately 10 YTC noticeboards across the community.

The results of the public survey found that 75.6% of participants were in favour of the Kingsgate Park refurbishment project.

## **5. Relationship with Council Priorities**

A refurbishment of a key community asset, such as Kingsgate Park, meets the following council priorities:

### **1. Improve the quality of life for the residents of Yate:**

- Engage in open dialogue with residents to understand their needs and together, work out how we will address these needs within the resources and powers available to the Town Council.*
- Promote the best interest of the town for the betterment of the local and greater community.*

### **2. To provide local residents with a cost-efficient service by providing the best value for money:**

- encourage and promote the best social and environmental practices for the town of Yate by managing services, assets and the resources of the Town Council for the benefit of the local community.*
- Provide high standard and cost-effective services to help meet the needs and wishes of local residents.*

### **3. Declaration of Climate and Ecological Crisis and Our Commitment to Action:**

- a. *to reduce, reuse and recycle waste wherever possible, and to ensure life cycle analysis is conducted in all procurement;*
- b. *ensuring that every Council decision is taken with due consideration of its impact on the planet.*

## 6. Estimated Projects Costs

Items	Cost
Refurbishment of Timber structures and sculptured play equipment	
Safety and regulatory compliance of the site;	
DDA / accessible/ inclusive equipment installation;	
other new play equipment, informed by the public consultation survey feedback.	
Total cost of all items above, up to a value of	£300,000

## 7. Loan

Further to Full Council 10.5.22 Minute 114/4 Play Area Refurbishment Schedule it was **RESOLVED** that the Town Council investigate the possibility of applying for a Public Works Loan to fund the priorities on the Play Area Refurbishment Schedule, with the payback period to be consistent with the lifespan of the equipment purchased.

At 30 August 2022, loan costs for £300,000 of borrowing via the Public Works Loan Board (PWLB) for an Annuity Loan for a period of 25 years, has an interest rate of 3.93%, with annual repayments of £18,734.34 and a total cost at end of term of £477,725.67.

From reviewing the draft budget figures for 2023/2024 within the agreed 2022/2023 budget, the cost of annual repayments can be worked into the existing 2023/2024 draft budget figures without needing to increase precept.

## **8. Play Areas and Properties Project Steering Group (PAPSG) Kingsgate Park Play Area Refurbishment Report to Full Council 6<sup>th</sup> September 2022**

1. To receive and **NOTE** the meeting minutes of the Play Areas and Properties Project Steering Group on Monday 5<sup>th</sup> September 2022 (Appendix 2);
2. To receive the following **RECOMMENDATIONS** from the Play Areas and Properties Project Steering Group:
  - a. To seek the approval of the Secretary of State for Levelling Up, Housing and Communities, to apply for a Public Works Loan Board (PWLB) loan of up to a maximum of £300,000, over the borrowing term

of 25 years for the purposes of the Kingsgate Park Play Area refurbishment.

To **NOTE** it is not intended to increase the council tax precept for the purpose of the loan repayments.

- b. To provide continuity of quality and warranties, to avoid problems with responsibility, and to ensure best value, in line with the Town Council Climate Emergency Declaration, YTC waive the Financial Regulations requirement to tender for projects over £25,000, and obtain x3 quotes for works over £7,500, in order to appoint the original supplier of the timber equipment, for refurbishment of the timber play equipment. The Financial Regulations state:

*When applications are made to waive Financial Regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the council.*

- c. Delegated powers be granted to the Town Clerk in consultation with the Chair of the Kingsgate Park Project Steering Group (Play Areas & Properties Project Steering Group) and the Chair of the Finance & Governance Committee, to take any required decisions in relation to the Public Works Loan Board application, and the subsequent appointment of suppliers, to enable the project to progress to the desired timescale.
- d. To seek agreement from Property Services at South Gloucestershire Council (SGC), for SGC not to exercise the Kingsgate Park lease break clause on 31 March 2028, to safeguard YTC investment in the play area refurbishment (lease duration 50years from 1April 2003). This is not to hold up the loan application.

## SURVEY RESPONSES

Timestamp	Tell us what you like about Kingsgate Park	Are there any areas of the park you would like to access, or equipment you would like to use, that you cannot currently access?	How could Kingsgate Park be improved? Feel free to provide examples of other places that you like to visit, and why you like them e.g. examples of other play areas	Are you in FAVOUR of the Town Council undertaking a play area refurbishment, at Kingsgate Park?	Are you in FAVOUR of the Town Council going ahead with the Kingsgate Park refurbishment project, if it includes a council tax precept percentage increase, for the purpose of loan repayments? In 2022/23, Band D properties will pay Yate Town Council £191.32 in precept, approx. £19.13 per month.						
6/23/2022 18:44:31	Nature, lake, play area, basketball court	See below	basketball court is always in use, would be good if more options, like the multisport court in abbotswood field. More bins is always good to avoid litter	Yes	No						
6/23/2022 18:44:37	The lake with the ducks and swans	No	More baby equipment	Yes	Yes						
6/23/2022 18:45:17	The big play area and the monkey bars.	The gates open alongside Sunningdale would be useful	More monkey bars. Bigger play area Another basketball / football area	Yes	Maybe - e.g. if the increase was low						
6/23/2022 18:46:26	Greenery and dog friendly	No	Play equipment needs repairing for families with children	Yes	Maybe - e.g. if the increase was low						
6/23/2022 18:47:28	Clean, enjoy wildlife, good play area.	No	Sand play and water area similar to blaise, Oldbury Court & Victoria Park with lifting buckets. A cheaper cafe or let someone tender for tea/coffee provision in a van. Birdcage is nice but small & expensive. Security on an evening to stop anti social teenagers smoking dope.	Yes	No						
6/23/2022 19:44:07	Size and variety	Broken parts on large wooden climbing frame	More seating around field areas/newer picnic benches/sensory or smaller play equipment dotted around other areas eg wooden carving trail/stepping stones/tree trunks to climb on	Yes	No						
6/23/2022 20:10:47	The wood play park	The wood play park is broke very very worn it needs all new !	Park ! Keeping the bird poo at bay by cleaning benches	Yes	Yes						
6/23/2022 20:29:35	Lovely trees and layout well kept	No	Dog Agility course	Yes	No						
6/23/2022 20:37:58	The lovely setting by the lake and a great variety of play equipment.	Access from Scott Way opposite Shackleton Avenue is very poor. The path gets very muddy and is difficult for pram users. Also I've seen a wheelchair user go on the grass as the path is so poor. This entrance seems to be an afterthought and really needs improvement. When we attended the Easter Egg hunt I was dismayed to find that no thought had been given to people arriving from this entrance and we had to walk to the other side of the park to get the quiz sheet.	It gets very muddy in winter and could do with more paths. I would like to see a splash pad like at Thornbury. I would like more equipment for toddlers as the wooden play area is for older kids. Keynsham park have some great equipment for younger kids. There needs to be more parking. A permanent drinks and ice cream stand would be nice.	Yes	Yes						
6/23/2022 20:54:31	The variety of play equipment, the water play area and the pond	area as it floods in winter making us not want to go	amazing, would love something similar	Yes	Maybe - e.g. if the increase was low						
6/23/2022 22:00:11	The climbing frames and the zip line	The zip line	Put sand where the climbing frame is as well as the frame and then the kids can play in the sand. Trampolines in the floor. Disability swings and the ones where you can swing with your child. Take at Victoria Park they have some good stuff there	Yes	No						

6/23/2022 22:22:55	It's more than fine the way it is, there's plenty of other parks that need refurbishment around Yate. Woodchester park being a definite! I live in Woodchester and see many families visiting incredibly often. Situated between the popular area of shire way its easily accessible and gets busy! It's in dire need of updating. The fact the slide was removed and only covered by a small amount of artificial grass is ridiculous.	No!! Money needs to be spent on Woodchester park! Not more on Kingsgate that's ridiculous!	Woodchester park needs updating! Not Kingsgate!	No	No								
6/24/2022 16:50:10	Good footpaths	Disability friendly equipment is needed, so bucket swings for older children, wheelchair friendly roundabout and swing, eg	main play area rather than completely separate, needs to be accessible. There's no life IN the pond now, years ago there were stickle backs, newts, frogs, pondskaters, beetles: improve the water habitat for wildlife and put in more educational boards. Separate the little kids area from the bigger kids area so parents/ carers aren't chasing over such a massive area. More picnic tables. Move the gym area away from the playground, it's intimidating to use while watching kids watching you. Make a sensory area for	Yes	Yes								
6/24/2022 19:54:46	The wooden play area and the pond.	No	More climbing play equipment for the under 10s. young children love to climb. Splash pool, Pirate ship with slide, Tractor with slide: <a href="https://www.kompan.com/news/blanting-imagination">https://www.kompan.com/news/blanting-imagination</a> or other lovely things on this site.	Yes	Maybe - e.g. if the increase was low								
6/24/2022 21:59:13	football pitch lake all the green areas	No	Splash areas similar Thornbury Mundy park	Yes	No								
6/24/2022 22:15:21	Lake and wildlife and access to Vintage Birdcage.	More parking.	for toddler and younger children to be gated off separately to the large play area. Toddler and children can easily run off and can be hard to find on very busy days. More benches close to play equipment.	Yes	Maybe - e.g. if the increase was low								
6/25/2022 6:33:32	Lovely area for short walks with young children. Good quality paths for using bikes and scooters. Variety of 'areas' - lake, play parks, small woods, hills - lots of different experiences for children in one visit. Great for spotting wildlife. Brilliant large play frame for older children.	No	limited especially for the age range 1-2 years when children are learning to walk, explore and climb. My child couldn't fully use the climbing frame there as even though she could climb the steps couldn't then cross the rope section to the slide, this was frustrating. A sand pit would be a wonderful addition. Also dual baby swings that spin in a circle	Yes	No								
6/25/2022 10:40:27	Large and has something for everyone.	Parking needs to be improved, especially disabled parking. Better baby park facility.	pad perhaps? More picnic benches. Better parking.	Yes	No								
6/25/2022 12:30:13	The openness....the treetop adventure section....the room to play and explore....the lake....most of it!	It would be nice to take dogs (on a lead) into the section between the 2 play areas.	The toilets really do need a refurb or a really good clean, followed by regular cleaning. They are quite gritty to be honest. Other parks have brilliant toilet facilities.	Yes	Yes								
6/25/2022 12:42:55	The range of play equipment. The open space.	No	Refurbish parts of the play area if there is enough funding. More flat swings (believe there is only 1 at the moment). Reinstatement of a zip wire for kids. Tidy up the toddler area - the multiplay is great but the slide position means it gets very hot in the summer. New rocking horse and try and even out the ground a bit (my daughter had a fall on uneven ground last winter by the toddler equipment - appreciate there are risks anywhere you walk, but the ground by the equipment could do with levelling a bit. My daughter fell and nearly hit her head on a tree stump - could have been a really nasty accident). The roundabout is very popular with children and the net swings, so please consider	Yes	Yes								
6/25/2022 12:56:04	Lots of open space to walk, multiuse, the pond,	No	to be enlarged with more equipment, and instead of the big open space in between, seating could be around the outside (picnic benches). I think the gym area is a waste, get rid of it, it's an area for families, dog walkers etc.	Yes	Maybe - e.g. if the increase was low								
6/25/2022 20:57:11	The open space, water area and the pond	No	A pump track area or other decent skate area	Yes	Maybe - e.g. if the increase was low								
6/26/2022 12:58:02	the lake, wooden play area and that its fenced off, big filled to play games and picnic.	the water feature was lovely but always broken or dirty.	they can't be damaged easily and there is not one in yate already and many older kids love going out on mountain bikes and bmx's, but there is nowhere in yate to go. peg hill is not somewhere for mountain bikes. similar to	Yes	Yes								

6/26/2022 17:54:43	It's kept clean, no rubbish or dog poo	No	Splash pad for the summer, like muddy playing fields in Thornbury	Yes	Maybe - e.g. if the increase was low						
6/28/2022 19:45:04	We visit for the Open spaces for biking and scootering, the park particularly the swings and the lake to feed the ducks. We live near by and often come to the park. I also like the recent artwork additions like the tree sculpture	There are some paths which are smooth and others that aren't and get really muddy in the winter months Lots of the park equipment is in poor state and lots of empty spaces where equipment used to be Perhaps places to enjoy wildlife / forest school	Be great to have equipment that suits all age groups: Toddler equipment like in park off St John's way Preschool / younger years equipment like St Mary's park Older children - whats already in kingsgate but repaired Perhaps water play like in thornbury park - the current offering gets quite dirty	Yes	Yes						
6/28/2022 20:58:39	The mix of natural environment along with access to facilities like the vintage bird cage and the pub.	No	by making it more inclusive of older age groups such as teenagers and adults.  This could be achieved by the use of multi generational and ability play equipment that gets the likes of parents and grand parents actively involved in playing with children of all ages and abilities.  Equipment that teenagers and adults would use such as a parkour and bouldering course, climbing walls, and calisthenics equipment.  Water play equipment would be great, or even a natural swimming lake/pool to encourage active lifestyle. Maybe the lake could be cleaned up and refurbished, improving it for wildlife at the same time as creating a space for swimming.	Yes	Yes						
6/29/2022 6:44:46	The greeness ...the open space for games to be played, the nature reserve, the lake	A couple more picnic tables placed away from the lake and childrens area	A quiet area, sensory garden sensitively planted with a few more benches play area to have equipment for disabled children	Yes	Yes						
6/29/2022 13:54:53	Pond, play areas, football and basketball area	broken, so cannot be use and the adult equipment is rarely used, which seems a shame when more resources for children is needed.	would be useful due to people misusing the park. A sand pit area would be great and a proper splash area for water play when it is hot would be fab too.	Yes	Maybe - e.g. if the increase was low						
6/29/2022 17:38:48	The wooden play area when it is not broken.	No	equipment. The witches hat is a good park. Wickwar park is also a very good park.	Yes	Maybe - e.g. if the increase was low						
#####	The space is available for multi use by everyone and every age group, lake, cafe, pub and free events that take place annually. One of the nicest parks locally.	The area to the back of the lake. Zipwire to be back in use. More disabled facilities.	sunken trampolines like at Witches Hat park. Another basket swing added...always hogged by older children and younger one's never get a go or have to wait ages! Plus supply a tyre swing like at Woodchester Park. A working zipwire, it's so popular please re-instate it. A bike shed/area where bikes and scooters can be locked and left safely while children play. Decent, useable toilets and a disabled toilet...Bath park as a good example. Although you	Yes	Maybe - e.g. if the increase was low						
#####	The wildlife, play area, the large wooden climbing area, the basketball court, cafe,	The gym isn't great- children are attracted to it and can't really use it but adults never use it.	More skate ramps for younger children. More swings.	Yes	Maybe - e.g. if the increase was low						
#####	The basketball court	The wood bit on the trees	What could be improve is the basketball and football court to have better rims and backboard and have better goals. Also the ground to have the painting better more fun for children, e.g. splash pad. Fix the fountain. Bigger to include more kids. More play equipment, swings in particular. Clean/dredge the pond. Affordable cafe in the park, Vintage is lovely but to expensive	Yes	Yes						
#####	Like the water play but it could be improved.	advertised, it's lovely but not many people know it's there. The basketball court is often used by people playing football instead of basketball. Perhaps add football goals on one of the grassy areas.		Yes	No						
#####	The children love the park area and watching all of the wildlife	and to the fountain area are not wheelchair or pushchair friendly these would be fantastic for those of us with mobility issues. The lane to the side of the park ( sunningdale ) also needs maintenance lots of potholes and muddy patches which make	Improvements to the fountain and splash pad	Yes	Maybe - e.g. if the increase was low						
#####	Mix of spaces, activities and users. Link to local food and drink establishments at Stanshaws (though I think these links could definitely be strengthened, promoted and further supported). Active play equipment for children aged 10+ which is not available in most of Yate's parks.	stands) which is an impediment to active travel to the park. This should be a priority for a public park with very little car parking provision. Play equipment for older children and teens is at end of life and needs replacement / rethinking. Drainage in the central area of the play zone is a problem during the winter making the grassy area largely unusable. There should be provision made for an electric point for the ice-cream van. The company that has the contract to sell at the park currently requires (and is happy to pay for) mains electric to use one of their electric vehicles. This has been accommodated at other SGC parks and should be here in Yate. Hours of diesel emissions right beside the children's play area every sunny day needs to be consigned to the history bin. It is no longer acceptable and	equipment for older children should be a priority as the larger climbing frame is at end of life and although we are blessed with parks locally, there is almost no equipment play provision for 10+ years only MUGAs and the skate park. These two podcasts give very good information on why this is an issue we should tackle and how to go about creating spaces that really work for all young people and will give you good idea for modern inclusive play area design. <a href="https://open.spotify.com/episode/2lWeTp2dJfQ8ouukHqC">https://open.spotify.com/episode/2lWeTp2dJfQ8ouukHqC</a> "Can playgrounds be sexist?" Visible Women Podcast <a href="https://open.spotify.com/episode/3TQos55lg7B3Yjs7S1nCer">https://open.spotify.com/episode/3TQos55lg7B3Yjs7S1nCer</a> Making Space for Girls, Standard Issue Magazine	Yes	Maybe - e.g. if the increase was low						
#####	Openness clear paths	Toilets are quite in need of help	More/cleaner toilets	Yes	Yes						



#####	That's its literally on our doorstep.	It's definitely needs a face lift	areas of the park which are looking a bit shabby.. Somethings need mending completely (zip wire) some things need a lick of paint.	Yes	Maybe - e.g. if the increase was low						
#####	Play area	no	Water play for kids, splash zone like Murdy playfield or Weston splash park. Better toilets	Yes	Maybe - e.g. if the increase was low						
#####	I like the fact thw kids can feed the ducks and play 9n the equipment	I wood like to see more stuff for the toddlers as u haven't a great deal also wood like to see rope swing	the toddlers as u haven't a great deal also wood like to see rope swing also the baby swings near the wooden area to benefit from being hired	Yes	Yes						
#####	Lots of green space, the different parks for ability and love the pond	No	Better parking, better/more toilet facilities. A splash play area would be great	Yes	Maybe - e.g. if the increase was low						
#####	Lots of different play equipment. Walks around the pond.	No	Whenever it rains, the park turns into a bog. Sometimes some play equipment isn't well maintained.	Yes	Yes						
#####	The wooden equipment/course. The woodland/nature area with the bridge and of course the ponds. The water feature area.	The nature trail where the bridge is has overgrown on one side so needs cutting back for easy access eith a pushchair.	improved eg. a better surface rather than concrete, maybe put in a ping pong table, sports net (for tennis/badminton? Add score boards.  Would hate to lose the wooden frame equipment - but renew and improve if necessary.  Maybe a skate ramp/ mounds trail area - Perhaps at the toilet end of the park.  In ground trampolines in toddler playground.  Sandpit area - perhaps in by the small stream and water fountain. Improve this area to more of a	Yes	Maybe - e.g. if the increase was low						
#####	I like the layout but I think there should be more for toddlers and younger children	No	improved more by providing more equipment for younger children and update the play area. When I visit other parks they have trampolines and sand pits for Children	Yes	Maybe - e.g. if the increase was low						
#####	park is fantastic and fits in nicely to the small woodland area. The pond is always a big hit with the kids and it is fascinating seeing the swans, ducks and moorhens raising their chicks every year. Also, the Vintage Birdcage Cakery is a valuable asset to the	None.	Any improvements should be sustainability-led, making use of natural resources to keep up the park's green nature.	Yes	Maybe - e.g. if the increase was low						
#####	play areas, to large/laler play areas, to the lake and the gym equipment. Something there for all ages/abilities.	the water play area but it's hit and miss as to whether it is running and clean enough for us to go in it.	More splash equipment and better maintained. Also a cut through from the splash area to the toilets would be handy.	Yes	Maybe - e.g. if the increase was low						
#####	Big and open	No	splash area this would be great at kingsgate. I no they have the have something there with water but it's normal dirty and my kids end up with very horrible bites. The splash pad would be brilliant idea and will want people to	Yes	Maybe - e.g. if the increase was low						
#####	The different types of play equipment, and the adventure/nature feel of the treetops bit. The big nest swing works well for children of different abilities, and baby swings are good (and seem to be disappearing elsewhere!)	Some of it is broken, so it's not that easy to access all of the treetops bit, with maybe some ramps/easier access points needec for children with different abilities. Could maybe do with a flat to the ground roundabout?	I'd definitely keep the treetops bit, with some renovation (see above suggestions). But the smaller children's bit could do with some updating - e.g. a wooden pirate ship with some slides, rigging, sand area.  Also I think the gates could be redesigned - my dog can leap the cattle grid! And it would be safer with young children or young people who have less awareness	Yes	Maybe - e.g. if the increase was low						
#####	Has different sections for a range of ages and spread out	No	area I think would be good as most parks have these for not only young children but older aswell. Aswell as a sand pit area designed for younger babies and young children.	Yes	Yes						
#####	It caters for all age groups	No	A water pad for children. Like at jubilee Park in Chippenham.	Yes	No						
#####	A lovely piace to walk and sit everywhere else! The tree top adventure park is lovely, plus it's in the shade and not made of slippery metal!! I love how the basketball area, green space and equipment are all located within the fenced area	None		Yes	No						
#####	The peace, wildlife and play area	No	Would love a splash area. Please no skate area as it always attracts more rowdy behaviour! Don't change it too much...we love it!	Yes	Maybe - e.g. if the increase was low						
#####		Using the play park can be quite difficult with my autistic son because it has no gates to close. Also the duck pond could benefit from fences as it can be a risk.	and difficult to navigate with a wheelchair, it could also benefit from having more accessible play equipment, perhaps sensory equipment. It needs gates that can close on the entrance to the play park.	Yes	Yes						
#####	It's a great mix of nature and playground	Toilets are not always open	local bands to play and for Yale rocks. In Emerson's green there is a lovely community food and herb garden which is lovely.	Yes	No						
#####	Variety of equipment the wooden structure when not broken is a nice addition. The open spaces, football/basketball area. Walk around the lake nice big open space.	wheelchair over the summer holidays and we had to travel to Bath to find a playground with any accessible play equipment. He was unable to access anything in Kingsgate during this time. He often has to use a	Accessible play equipment installed.	Yes	No						

#####	The ice-cream van, convenient location, wooden tree house adventure area is brilliant.	forgotten about as it is usually full of broken bottles and not available, more climbing things, more picnic areas with shade (or fixed what is there), more swings	Toddler area needs more shade, better irrigation (one drop of rain and it is ankle deep in mud), remove prickly bushes in middle.	Yes	No						
#####	the pond is a definite highlight to be honest whats not to love about Kingsgate	No I can access everything	A splash pad for the warmer months would be lovely	Yes	No						
#####	Range of eqt for children	wheelchair but we had to go to bath to find a wheelchair friendly park with access to play eqt using a wheelchair. South glos		Yes	Yes						
#####	The open spaces, the adult gym, and the play park.	The playpark gets very muddy underfoot in wet weather. Could something be done about that. Also some of the wooden structures look like they need so.e attention	under the adventure play area. More seats and picnic benches. A goal post. Maybe some scathing ramps, for different ages. Along the lines of the witches hat area.  BUT ... I think the play area in Brimsham fields is in dire need of some refurbishment. The equipment is very limited and out dated. Please consider this area also. I think its much more of a priority than Kingsgate Park. In need of upgrading, more exciting play equipment, seating areas. A complete re-do actually. I'm saying NO to the next question because of that. Not because I don't want Kingsgate	No	Maybe - e.g. if the increase was low						
#####	The pond	No	A cafe	Yes	Maybe - e.g. if the increase was low						
#####	Bif play areas suitable for a range of ages. Challenging enough to keep big kids entertained.	Some areas of the wooden play area only have very challenging entries/exits and small children find themselves "stuck"	Splash areas, more play equipment- the grassed area doesn't really get used much and could be used.	Yes	Maybe - e.g. if the increase was low						
#####	Good one	Some rides are broken	Small kids pool missing (low depth)	Yes	Maybe - e.g. if the increase was low						
#####	It's big	the play area!! This is awful I have a disabled toddler who hasn't got part of his skull and wears a helmet he was on the swing and a ball came flying towards us at high speed as they were trying to see who could kick it the highest! If it hit him no helmet would of saved him we don't go anymore which is a shame but it's not safe for little ones in general kids can throw and kick the ball with no	As above	Yes	Yes						
#####	I like the duck pond and the climbing frames for children.	No	I think a 'crazy golf' course would be nice!	Yes	Yes						
#####	with a lovely play area for children. It is also locked at night, which is a very good idea.	No	Increased patrols by local pcsos.	Yes	Yes						
#####	I love the open space, the lake, the water feature.	No	updating. The small Childrens area ( brightly coloured) is so small. The wooden large tree play area has areas that are unusable. The spread out between the play parks make it really difficult with multiple ages.	Yes	Maybe - e.g. if the increase was low						
7/13/2022 20:10:56	Local	Some damaged equipment - broken zip wire	Youths smoking, drinking and starting fires	Yes	No						
7/13/2022 20:12:14	Lovely place for families	Damaged zip wire	Cleaned and uplifted with a clean and damages fixed	Yes	No						
7/14/2022 10:46:03	I use the gym equipment daily	updated, the rowing machine is excellent for older adults to stay fit	larger signage to keep children out of the gym area for their own safety	No	No						
7/17/2022 15:03:06	Lake wooden playground field football and basketball area	No	closed with cage. Splash or water park area to cool off on hot days. Have more shady spots could be putting some wooden recycling pergolas or another option could be put some big canvas or removable gazebos Shelter area for winter Fab ideas!!	Yes	Yes						
7/17/2022 15:25:30	Everything!	No	more Professional basketball court Splas area or improve the water source we have or properly works	Yes	Yes						
7/17/2022 20:31:48	Courts	Better rims	Better rims	Yes	Maybe - e.g. if the increase was low						
7/20/2022 15:50:53	It's a peaceful place to come for a quick walk or a visit to the park.	No	free zones. Not all owners pick up after their dogs and so this is not ideal in areas where children play. * better zoning of the children's play area for different age groups to use. * include more for younger (under 2) children to use in the play area. * more PCSO presence to help with antisocial behaviour from adults and children using the park * ensure that the playground is fully closed off so that children cannot just wander out of the park. * a few more benches under the trees - most of the benches are located in direct sun so not ideal for hot days. * Designated picnic areas	Yes	Yes						
7/23/2022 16:24:45	I like size and my kid loves going to kings gate	The swings	Me and my daughter often go to old bury court and she likes the sand pit they have there	Yes	No						



**Yate Focus Comments - social media**

Timestamp	Tell us what you like about Kingsgate Park	Are there any areas of the park you would like to access, or equipment you would like to use, that you cannot currently access?	How could Kingsgate Park be improved? Feel free to provide examples of other places that you like to visit, and why you like them e.g. examples of other play areas	Are you in FAVOUR of the Town Council undertaking a play area refurbishment, at Kingsgate Park?	Are you in FAVOUR of the Town Council going ahead with the Kingsgate Park refurbishment project, if it includes a council tax precept percentage increase, for the purpose of loan repayments? In 2022/23, Band D properties will pay Yate Town Council £191.32 in precept, approx. £19.13 per month.	notes from chris					
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all between 23 - 28 June  
 26-Jun  
 26-Jun  
 splash pad - some said like Mundy Playing

splash pad - some said like Mundy Playing Fields at gate son all entrances to things adults can also play on with their children eg the MUGA tends to be dominated by boys/ boisterous balls, could we something for adults with disabilities  
<https://www.bristolpost.co.uk/news/bristol-woman-campaigns-disabled-adult-active-play-for-older-children> These two podcasts give very good information on why this is an issue we should tackle and how to go about creating spaces that really work for all young people and will give you good idea for modern inclusive play area design.  
 bike hoops in key locations where people can see their

y  
y

## LOAN QUESTION

Are you in FAVOUR of the Town Council going ahead with the Kingsgate Park refurbishment project, if it includes a council tax precept percentage increase, for the purpose of loan repayments? In 2022/23, Band D properties will pay Yate Town Council £191.32 in precept, approx. £19.13 per month.	Count of Are you in FAVOUR of the Town Council going ahead with the Kingsgate Park refurbishment project, if it includes a council tax precept percentage increase, for the purpose of loan repayments? In 2022/23, Band D properties will pay Yate Town Council £191.32 in precept, approx. £19.13 per month.	%
Maybe - e.g. if the increase was low	39	34.71
No	23	20.47
Yes	27	24.03

## Refurbishment question

Are you in FAVOUR of the Town Council undertaking a play area refurbishment, at Kingsgate Park?	Count of Are you in FAVOUR of the Town Council undertaking a play area refurbishment, at Kingsgate Park?	%
No	4	3.56
Yes	85	75.65

**Appendix 2** (appendix cited within, available on request)

**MINUTES OF THE PLAY AREA AND PROPERTIES PROJECTS STEERING GROUP MEETING HELD ON 5<sup>TH</sup> SEPTEMBER 2022 FROM 1PM – 2PM, AT POOLE COURT.**

**Present:** Councillors John Ford, Cheryl Kirby, Alan Monaghan and Chris Willmore.  
Estates Manager, Community Projects Officer, Community Projects Manager & Finance Manager/Responsible Finance Officer.

**1. Election of Chair**

**RESOLVED** Councillor Alan Monaghan was elected as Chair and Councillor Cheryl Kirby was elected as Vice-Chair of the Project Steering Group for the duration of the Kingsgate Park Play Area project.

**2. Apologies for Absence**

Apologies were received from Councillor Tony Davis.

**3. Updates and recommendations:**

- a. Public consultation survey results were received and **NOTED** (Appendix 1 KGP survey responses ending 31.07.22 and Appendix 2 KGP common responses to public survey).

It was further **NOTED**:

- i. improvements to paths in nature reserve are in progress;
- ii. bike storage can immediately be added at the play area. A designated bike area should be added to play area railing (on railing closest to MUGA); officers to add signage;
- iii. MUGA fencing and boundary gates are a priority for project items;
- iv. officers to further investigate opportunities for water play;
- v. officers to obtain quotes for full replacement of the timber play equipment, for comparison with the refurbishment quote, to ensure best value is achieved;
- vi. thanks to officer

**b. Refurbishment of Wooden Trail and Sculpture Play Equipment**

It was **NOTED**, on initial assessment, the original supplier of Kingsgate Park believe the trail units and majority of sculptured play equipment, can be refurbished. Replacement parts for features likely to come to end-of-life in the next five years will be included in a refurbishment quote for consideration (e.g. ropes/bridges).

It was **RESOLVED**, if refurbishing the existing equipment,

refurbishment should be undertaken by the initial installer, to provide continuity of quality and warranties, and to avoid problems with responsibility.

- c. Example costs for new equipment were received and **NOTED** (Appendix 3). It was **RESOLVED** the refurbishment priorities are:
- i. Refurbishment of timber trails and sculptured equipment;
  - ii. Safety and regulatory compliance of the site;
  - iii. DDA / accessible/ inclusive equipment installation;
  - iv. other equipment, informed by the public consultation survey feedback.

d. **Tree Removal/Replacement Ash Die Back**

The following was **NOTED**:

- i. Feedback from the recent tree survey, and estimated cost (of approx. £7000) for the replacement of Ash Trees in the tree top trail area;
- ii. Tree replanting key considerations:
  - South facing planting to provide shade protection for users;
  - Climate resilient tree species (e.g. disease and drought resistant) should inform species selection for replanting.

It was **RESOLVED** tree replanting to be funded from YTC budgets e.g. maintenance.

e. **Making Space for Girls**

An update was received and it was **RESOLVED** the installation of new equipment should include spaces for quiet play and socialization, to improve participation and access for groups that are marginalized in play area design, such as girls.

f. **Loan Application**

The following was **NOTED**:

- i. Repayments for a Public Works Loan Board (PWLB) loan, up to the value of £300k, can be accommodated in the YTC budget, without increasing precept. At 30 August 2022, loan costs for £300,000 of borrowing via the Public Works Loan Board (PWLB) for an Annuity Loan for a period of 25 years, has an interest rate of 3.93%, with annual repayments of £18,734.34 and a total cost at end of term of £477,725.67.
- ii. It was **RESOLVED** at Full Council on 28<sup>th</sup> June 2022, that *delegated powers be granted to the Town Clerk, in consultation with the Play Area and Properties Project Steering Group, to progress any matters relating to the Kingsgate Park and Peg Hill*



*projects (in addition to existing delegations outlined in the Term of Reference to the Project Steering Group itself);*

It was **RESOLVED** to make the following **RECOMMENDATIONS**, to Full Council on 6<sup>th</sup> September 2022:

- i. To seek the approval of the Secretary of State for Levelling Up, Housing and Communities, to apply for a Public Works Loan Board (PWLB) loan of £300,000, over the borrowing term of 25 years for the purposes of the Kingsgate Park Play Area refurbishment.
- ii. To provide continuity of quality and warranties, to avoid problems with responsibility, and to ensure best value, in line with the Town Council Climate Emergency Declaration, YTC waive the Financial Regulations (requirement to tender for projects over £25,000 and obtain x3 quotes for works over £7,500) in order to appoint the original supplier of the timber equipment, for refurbishment of the timber play equipment. The Financial Regulations state:

*When applications are made to waive Financial Regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the council.*

- iii. Delegated powers be granted to the Town Clerk in consultation with the Chair of the Kingsgate Park Project Steering Group (Play Areas & Properties Project Steering Group) and the Chair of the Finance & Governance Committee, to take any required decisions in relation to the Public Works Loan Board application, and the subsequent appointment of suppliers, to enable the project to progress to the desired timescale.
- g. Feedback from Chris Cox, Asset Manager in Property Services South Gloucestershire Council was received and **NOTED** (Appendix 4). It was **RESOLVED**:
- i. To seek agreement from SGC to remove or, not to exercise the lease break clause on 31 March 2028, to safeguard YTC investment in the play area refurbishment (lease duration 50years from 1<sup>st</sup> April 2003); however this is not to hold up the loan application;
  - ii. Permission from SGC (the landowner) for refurbishment works should be sought when details of the proposals are available, with a request for the landlord to issue the necessary landlord's consent as appropriate.

**h. Date of the next meeting**

It was **RESOLVED** the next meeting will be called following receipt of the refurbishment quote from the initial supplier.

L:\Projects\Play Areas - Projects\meetings\Minutes or Advisory Notes\2022\05.09.22

Chief Executive & Corporate Resources Department  
Head of Property & Business Support Services –  
Catrin Mathias

Yate Town Council  
Poole Court,  
Poole Court Drive  
Yate  
BS37 5PP

Date: 01/07/2022  
Your Ref:  
Our Ref:  
Enquiries to: Catrin Mathias  
Tel: 01454 563 827  
E-mail: [Catrin.mathias@southglos.gov.uk](mailto:Catrin.mathias@southglos.gov.uk)

Dear Yate Town Council

South Gloucestershire Council (SGC) note your letter dated 31 May 2022.

We feel that everything which has been previously raised has been answered as far as is possible in the email dated 13 April 2022 from Cllr Rachael Hunt and Cllr Ben Burton. This was addressed to Cllr Mike Drew but also sent to the Yate Town Council email address with the request that this be circulated to all Town Council Members, and also was a full response to the email of 14 March 2022.

SGC is satisfied that the size and location of the Community Centre required by the S.106 is sufficient to meet the needs of the residents of Ladden Garden Village and in the absence of evidence to the contrary, are now committed to delivering with the original proposal. On this basis, please take this email as formal notification that SGC intend to deliver the building as specified in the S.106.

SGC are still seeking to appoint an operator for this building to work collaboratively and as we are clearly struggling to reach an agreement, SGC will be advertising for expressions of interest for a partner to see if there are further interested parties.

I am happy to discuss this matter further should you wish.

Kind regards,

Catrin Mathias  
Head of Property Services

## **Draft Compact Comments**

**SUBMISSION DEADLINE: 23.09.22**

**COMMENTS TO: [hilary@neal.me.uk](mailto:hilary@neal.me.uk)**

### **1. Consultation Method**

The draft Compact talks about how much town and parish councils are valued and that the new set of agreements will underpin that.

However, what strikes Yate Town Council (YTC) as highly irregular and unusual is that the consultation has not (to date) been directly shared with town and parish councils and individual responses have not been directly sought from those bodies.

Yes, a presentation was given at the Town and Parish Council Forum in July – however that was a meeting largely attended by officers (and not by elected members). On the back of the presentation given at that meeting, YTC proactively reached out (via the Forum) to find out when the Town Council would be individually consulted and views sought. However, the Compact itself has not consulted us directly – rather we have been advised by the Forum that comments are being sought. So as a first comment, genuine engagement from the Compact itself has appeared to be initially at a surface-level, although we understand that there are plans to consult directly with town and parish councils.

The Compact says:

*'The new Compact is overseen by South Gloucestershire's Safer Stronger Communities Strategic Partnership, a statutory partnership at which the adherents to the Compact are represented.'*

So as a bare minimum, we would expect to have a YTC representative (or at least a Town and parish Council Forum representative) on South Gloucestershire's Safer Stronger Communities Strategic Partnership and for a list of those people to be appended to the Compact so there is a point of contact for town and parish councils.

### **2. The Current Compact – Lessons Learned**

In terms of delivery of the current Compact, we are unsure of its purpose and are therefore unsure how the current Compact is meeting its aims. However, the fact it is rarely referenced by us as a Town Council or referenced to us by other agencies, is illustrative that something isn't working in the way it was likely intended to. We don't know how it relates to our work, to our organisation nor how to feed into it to illicit change.

During Covid, YTC worked with VCSEs and SGC in supporting residents and implementing schemes to help our community. The Compact wasn't referenced at all. The Compact provided no support for the volunteer-led community schemes in the initial phases of Covid lockdown. When support was provided by SGC, it was

months after the initial lockdown, when issues had been troubleshooted and resolved by community organisations and volunteers, and therefore, the Compact added no value.

During the first few weeks of the Ukrainian crisis, YTC mobilised for our HQ to become a hub for donations. We are now working to provide a Community Engagement Worker to support refugees settling in our community and again, have actively sought out local connections to deliver this.

Similarly, we are now working on provision of fuel poverty winter drop-in venues (which we are terming 'The Warm Welcome') and are tapping into various groups to ensure there is a joined-up approach across our town and beyond.

The Station Road Cycleway implemented by SGC is an example where Yate residents and the Town Council were failed... it was 'done' to us. No consultation took place and the Town Council was left to broker conversations between the community and SGC after the event.

Examples of good community engagement include the LNAP, where we worked closely with SGC and our example was used as best practise for other town and parish councils. Similarly, a dedicated officer working with elected members on the Station Road partnership project has been a good model and helped to rectify earlier mistakes around lack of SGC engagement in that area of town. Similarly, the Community Brightside Team (within public health), has become a key network and resource for the Town Council's Community Projects team, where SGC knowledge/support is required to inform public health related projects and initiatives set by the Town Council.

As a Town Council, we spend a lot of our resource chasing SGC on land transfer issues...some have been going on for years now...and we aren't getting anywhere with our requests. Similarly we have very recently been liaising with the licensing department over issues that affect every town and parish council in the county. How will the Compact help us in this sort of situation? How would we escalate these sorts of examples to get solutions to issues we face? If the Compact isn't a relevant reference point in this sort of situation, what is it for?

In order to receive or request support from SGC, YTC officers spend a significant amount of resource seeking out key contacts and trusted officers who show value for our work and support for our objectives. There's no direct route to those people; we have to seek them out by contacting as many people as possible, in hope we find SGC officers who are willing to help and have the resources or knowledge we need. Could the revised Compact help with this? We currently have no assigned team or named officers to consult with at SGC on Town Council matters; there is no point of contact to refer us to the right people for the right support, no one to call on that has knowledge of VCSE and who can use that to create synergy and confidence in partnerships with SGC. For the Compact to be successful, a radical change in attitudes and interactions is need by SGC, including assignment of specific resources, dedicated to nurturing, and developing partnership relationships.

The above examples illustrates that there is no obvious joined-up connection between SGC and VCSE and town and parish councils, despite the existence of the Compact. We have to actively pursue those connections; the Compact does not seem to support or facilitate or enhance the relationships that already exist. Is that because it isn't at the forefront of community work? How will the new Compact make a change in this regard?

### **3. Objectives of the New Compact**

There is no evidence in the draft Compact of tangible benefits – what has it done up till now? What gaps will the new Compact fill?

What are the objectives of the draft new Compact? What will it achieve and how will it know those things have been achieved? How will those things be agreed, implemented and what is the timeline for implementation? Who will be the key contacts/teams/officers?

It is difficult to therefore to offer comments on the Compact itself, as anything other than a theory as it is not clear how it will be put into practice day-to-day.

### **4. Ownership of the Compact**

The Compact refers to various agencies and bodies; a key question is who 'owns' this Compact? If we are all partners and have been part of the 'enduring compact', why has it not featured in the Town Council's vocabulary before now?

How will that change be brought about under this new Compact?

The Compact will exist but for what purpose and what will it do? Are parties being asked to pledge commitment to it/to sign up to it?

### **5. Suite of Documents**

If the Compact is being adopted as part of a suite of agreements (the others being the South Gloucestershire Deal and the Town and Parish Council Charter), those documents should have also been consulted upon at the same time so that there is cohesion and joined-up thinking between the docs and the parties referenced within them.

### **6. Reflection and Review**

How will the Compact remain on the agenda of the work of town and parish councils?

Are Town and Parish Council reps being sought to deliver the compact, to monitor it and review it?

Who is responsible for monitoring and ensuring the success of the Compact? How will it be reviewed and adapted to make it sustainable and successful for all stakeholders? What are the remedies when the Compact fails? For example, who will deal with complaints about breaches? What is the escalation route if things fail?

## Appendix 6

### Minutes of the Yate Town Centre Strategy Group meeting held on 25<sup>th</sup> July 2022 from 6.00pm to 7.35pm, at Poole Court, Yate

#### **Present:**

Councillors Tony Davis, Cheryl Kirby, Karl Tomasin (Chair) (Yate Town Council)  
Councillors Christine Howard, Jean Thomas, Chris Zapata (Dodington Parish Council)  
Councillor Ruth Davis - South Gloucestershire Council  
Councillor Claire Young – South Gloucestershire Council  
Dan Bramwell, Andy Lowrey, (Yate Shopping Centre)  
Gabrielle Suddell (Yate Library)  
Carene Whiting Hays (Venue Operations Officer (Armadillo), Yate Town Council)  
Service Support Assistant (KH) (Yate Town Council)

#### **1. Election of Chair for 2022/23**

Councillor Karl Tomasin was elected as Chair of the Town Centre Strategy Group.

#### **2. Apologies for absence**

New shopping centre owners – apologies via Andy Lowrey  
Dean Barney – Circadian Trust  
Claire Jaggard – My Yate

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

No declarations of interest were received.

#### **4. Minutes of the Previous Meeting**

The minutes of the Town Centre Strategy Group meeting held on 31<sup>st</sup> January 2022 were approved as a true and accurate record.

#### **5. Circadian Trust**

The representative from Circadian Trust was unable to attend the meeting.

Councillor Tony Davis gave an update advising that all refugees are entitled to free swims at the leisure centre.

#### **6. Yate Shopping Centre (formerly Crestbridge)**

It was agreed to re-categorise this item as “Yate Shopping Centre” for future meetings.

The new owners and investors of the Shopping Centre extended their thanks at being invited to the meeting, although unable to attend. Andy Lowrey to keep them updated by forwarding Minutes of meetings to them.



The Shopping Centre was sold on 18<sup>th</sup> February 2022 for £58 million with the new owners responsible from 19<sup>th</sup> February 2022. Representatives of the owners and investors held a meeting in July with members of Yate Town Council to introduce themselves and share their vision for the centre and have also met with South Gloucestershire Council.

The financier is USA based, working alongside London based owners. This is the first shopping centre that they have purchased so have been gaining knowledge about the area over the last few months and are considering where they are going to go with a business plan to take the centre forward to provide a healthy income. One of their prime objectives is to fill the vacant units.

Yate has 6% vacant units, with the national average being 16%, so doing very well. Former Halfords and Starbucks units to be filled. Recently KFC opened at Riverside which is drawing more business to surrounding stores, Subway re-opened and Specsavers moved to a bigger unit. Footfall is 10% down on pre-Covid figures, but steadily improving every month. Hopeful that summer will see an increase back to pre-Covid figures. Yate is comparable with other like-for-like shopping centres. Over the main pandemic, lockdowns footfall was minus 60% at its highest. The Owners are conscious of the tenant mix of the centre and do not want to flood it with one type of shop; they believe getting the balance right is key.

It was highlighted that KFC has already made a number of people redundant. Andy confirmed this is within expectations when a new business launches and this has now settled down to forecasted levels of business.

Shopping habits have changed over the last couple of years and even food shopping moving to more home deliveries, although Tesco is reporting that this has subsided slightly. In terms of changing habits, the trend seems to be people going out less often, but spending more in each trip.

Andy is positive that new owners are here to invest in the town centre and they want to add value. They are keen to improve transport, open spaces, street furniture etc to improve look of centre and improve visitor experience.

The owners are also supportive of community matters, such as the bike hub in North Walk which will continue into August/September. Around 30 cycles have been given to needy families so far. The Heritage Centre has its usual window display in North Walk. Pucklechurch Prison will be making a recruitment campaign in a vacant unit and the Heritage Trail will be moved into a vacant unit.

Summer events are taking place every Tuesday and Thursday along with the beach.

Councillors expressed concerns about Miss Millies closing with the competition of KFC opening up. Andy is currently working with Miss Millies.

On a positive note, Andy believed that the opening of KFC has removed some of the queuing issues from McDonalds, but this is continuing to be monitored as there is occasion when this happens. It was commented that the new McDonalds drive

through ordering points were put a bit close to the start of the drive-thru and would perhaps have been better placed further down.

Security updates to be circulated with the Minutes. There is currently monitoring of cycle storage options, so stats on bicycle thefts etc would be good to have at future meetings.

The Shopping Centre owners have asked what the best solution would be for cycles storage which is being looked into. Andy questioned whether the type of covered cycle storage at Park and Ride is the best option for the Shopping Centre, as CCTV cameras cannot see any wrongdoing as the canopy shields the view of any activity. The “hoops” storage, at least gives passers by a clear view of bicycles, however there is a preference for individual bike shelters (not shared). In one year around 6 bicycles were stolen. Carpark CCTV would not normally be focused just on cycles even if it was a manned system.

Bike security stamping sessions have been held at the Bike Hub

Bikes riding through the shopping centre are challenged by security staff. Andy confirmed during summer holidays, security will move out of car parks and more into shopping centre walkways to monitor bikes etc. Andy confirmed that security staff are paid for by the tenants service charge pot of money. Security staff currently cover 38 acres of land. The Shopping Centre is also experiencing a difficulty in attracting staff in line with the current recruitment national trend. Andy and the Ops Manager do patrol and will also stop bikes and scooters when seen. It is a combined effort.

The use of CCTV was discussed.

It was confirmed that it is unlikely that the Christmas Parade will take place for 2022 due to cost issues. However, there will be a “launch day” with some of the content of the parade. The shopping centre will be liaising with local groups to see what they can offer by way of parade characters etc.

Councillor Young asked about investment in the shopping centre and where does this fit with the master plan. Andy thinks that the current master plan will be taken into consideration, however it is not realistic for the plan to be fully adopted in the short term. The new owners will be looking to improve areas of low footfall and improving the overall appearance etc., their goal is to achieve a stable income. They will look to add value to the area and engage with local Councils in the direction that they head, but will not be fulfilling masterplan, which is a “vision” for Yate rather than a “plan”.

The shopping centre has a good atmosphere, is clean and tidy and is a good area to meet. The area has not got a hotel, which previous owners had looked into, possibilities of buying in other land to enhance the area. The North side has the lowest footfall, but this is the area where development would be liked to draw people to all areas of the town. Since 2011 there has been an incredible amount of investment in the town. Councillor Young, representing areas outside the town, expressed residents concerns around access to services and shops. Andy reassured they are not going to lose the town centre any time soon and if the experience is improved then people will come, from other surrounding areas.

Yate is a well looked after and maintained area and Yate has won new customers as an “outside” venue since the pandemic.

The Chair complimented the Shopping Centre on being well managed for such a large external space. The shopping centre management team handled the pandemic very well; customers felt safe. Yate was voted most resilient town in the UK for January 2022. Yate Shopping Centre is unique in the fact that there is a large catchment that supports it every day.

## **7. Updates from Town Centre Operators**

None to report.

## **8. Yate Library**

The representative from Yate Library advised that:

It has been a slow return with some customers who, since the pandemic, have found other outlets for reading purposes. The library is experiencing an increase in information and advice enquiries.

The Summer Reading Challenge was welcomed back and they have been prepared for up to 6000 children taking part. This is the busiest time of year.

Finding ways to attract adults back is a slow process. Looking towards autumn and winter where people may choose to be in a warm and neutral space, with consideration being made to possibly extend open access hours longer. Would like to see external soup kitchen style service offered, provided by external partners.

Councillor Cheryl Kirby confirmed that Yate Town Council are currently working on a warm spaces project “Winter Warm Drop In” at various venues for this coming winter, in anticipation of the problems residents will have heating their homes. All agreed that a joined-up effort between all parties would be preferable. Dodington Parish Council are keen to liaise with Yate Town Council about this initiative.

Staffing levels are currently ok, but covering levels going-up is a concern.

Councillor Kirby voiced that shortening of opening hours has had an impact so it is logical that opening longer hours is reintroduced. Events for adults seems to have dropped away, such as the local author events. Gabrielle confirmed it hard to get people to attend for adult events.

Things are happening in the background with regard to local refugees, but not necessarily through libraries; however, they will obviously assist where they can, with translation services etc. One librarian has visited a home for the refugees and gained approx. 5/6 customers from this.

Yate Town Council has one of its officers on a Whats App chat group with Ukrainians. Cheryl is keen to have a joined up system around this so will ask the officer to contact

Gabrielle with details of this group. Gabrielle has contact of a lady that would be happy to teach English, although she is in the Stoke Gifford area.

It was again reiterated that a “joined up” approach is what is needed for the refugees.

## **9. Yate Town Council updates**

The following updates were received from the Venue Operations Officer (Armadillo/Pop Inn Cafe);

**Armadillo** - youth sessions are really well attended across all 5 nights. Saturday afternoons are still quiet. As expected, numbers will drop off through summer holidays which will be a relief in the circumstances. Four resignations have been received due to staff natural progression, including the Youth Officer retiring. Recruitment drive currently in place. The intake for September will be a challenge with new staff hopefully in place.

Cooking workshops happening through summer holidays filled up within hours of advertising. Thank you to Morrisons Community Champions who have been supportive providing food donations.

The Community Champion has also helped with the Armadillo Garden updates. New benches installed making it a nicer place to be for the young people.

The Senior Cinema/Coffee Morning is almost back to pre-pandemic figures and attendees are happier than ever and more confident. There are also have some new customers so confidence is evident.

Approximately 67 attending across evening school sessions. Covid-19 guidance meant that for safety, groupings were changed to a specific school where possible. Not so many attending per session, but overall across the week attendance is up.

Sadly due to shortages of staff one of the sessions has been cut, however, staff are going on outreach to engage with young people, so a case of re-thinking for a few weeks. Councillors praised the Armadillo for its resilience.

It was raised whether the Armadillo had considered sessions for young people due to sign up for an apprenticeship or university to help them prepare for this transition, particularly if someone in the family has not been through this process. SGS College have made enquiries to possibly use the building in the future.

Oakwood School has provided a SEND work experience opportunity, however, staff ratios are currently not in place to support a work experience person, but working slowly towards that.

### **Pop Inn Café**

Numbers slowly improving, but not near pre-pandemic levels yet. Some days better than others, depending on what is going on in other community groups in the area. Mondays are a busy day.

The Jubilee event saw 100 people attend. Approx 30% questioned said they would return as new customers.

Volunteers are needed to staff the Pop Inn Café; 2 new applications have been received.

The Yate Ageing Better Festival was a fantastic success with 39 community groups joining in on the day for this annual event. The location worked well and also keeping everything in one location rather than several venues which was implemented following the feedback from the previous event.

Next year surrounding businesses will be informed of the event so that they can plan for the increase in footfall. The Leisure Centre provided a “chair exercise” class, so will hopefully be on board again next year. It is anticipated that this will be an even larger event next year.

### **Heritage Centre**

Finding volunteers is an ongoing struggle.

The Roman History event was popular even though it clashed with St Mary’s School Fete. On the whole was a great event.

Dan Norris, Metro Mayor West of England Combined Authority (WECA) visited the Art Display.

The Indian Heritage Display runs until 30<sup>th</sup> August 2022.

Future diary date - Yate International Festival on 17<sup>th</sup> September 2022.

### **10. Dodington Parish Council Updates**

Dodington Brass Band was very popular at Lilliput Park this week with approximately 154 attending the free event. The local Scouts group provided refreshments. For future events this would be advertised to include posters etc in addition to Facebook to capture a bigger audience. It is planned that this will be continued as an ongoing festival.

The nature walks at Wapley Bushes have been successful.

### **11. Town Centre Matters**

Nothing to report in addition to the above.

#### **a) Yate Masterplan**

The Yate Masterplan final report published December 2021 can be read on the dedicated website <https://yatefuture.com/>. There is also a hardcopy held at Yate Library and one at Yate One Stop Shop.

No comment other than above.

**b) Any other issues**

**12. Avon Fire and Rescue**

No attendees. Councillors agreed the Service is under pressure with community matters.

**13. Avon & Somerset Police**

No attendees. Councillors agreed the Police are under pressure with community matters.

**14. Future Meeting Date and Time**

Proposed date for next meeting, Monday 24<sup>th</sup> October 2022, 6pm.

Meeting closed 19.35pm

## **Yate Town Council Shopping Centre ‘Wishlist’**

### **1. Town Centre not shopping centre**

The first and fundamental point is that this is our town centre, not only a shopping centre. We do not see these as essential in conflict, but it is essential to remember that we only have one town centre, and it has limited space. We are deeply concerned about any redevelopment which permanently removes the flexibility of redeveloping or reusing our town centre as the needs change in the future. We attach our response to the Masterplan Study to illustrate our concerns.

In this wish list, we have focussed on the town centre, as it is, and changes that could happen irrespective of major changes in the future, though we also hope they will be designed into any major change

### **2. Active travel: cycling, walking and mobility scooters**

We are passionate as a town council about trying to make it easier and safer for people to walk, cycle and travel by mobility scooters. The attached Strategic Cycling and Mobility Route plan was produced by the Town Council in 2020. You will immediately see the centrality of the shopping centre island to all of these routes, and its role as a barrier and opportunity. A commitment to this approach and action to implement it is essential

There are three aspects to this – the route around the island, the access to the island, and the routes within the island.

#### **2.1. The route around the island.**

To achieve modal shift it needs to be an off-road route, around the island itself. It has to be designed to deliver the relatively new LTN1/20 standards, which govern new cycle paths. The desire is for a segregated cycleway around the centre island, enabling cycling cross town and access town centre facilities safely. The requirements are ideally 3m cycleway, in addition to the continuation of a pedestrian/ route. All of the land needed is there, available and in the hands of either the shopping centre owners or South Gloucestershire Council. The route is already well lit. Anything landowners can do to implement sections on their land would be very helpful. A commitment to the concept, as landowner, even if it were implemented in phases as and when areas of the island were redeveloped, would be an extremely positive step for cycling. We would be deeply unhappy with any proposals which would make it harder to implement. There are some ‘pinch points’, but we have identified solutions for each of them – and to achieve any section would be a positive win.

#### **2.2. The routes to the island**

The second step is about getting to the island. Currently the roads forming a loop around the central island and the car park layouts operate as a barrier to active travel, discouraging non car journeys. We have analysed each crossing point, both where there are physical facilities on the road and the desire lines where there are

no crossing aids. The managed crossing points have developed in an ad hoc manner and do not address all needs. Even where they are in more or less the right place, they are not cycle or mobility scooter friendly, and do not provide a positive integrated gateway to the town centre. Some are plain dangerous (the juxtaposition of two traffic lights close to but not integrated with the Church Rd mini roundabout is currently the worst example).

Further afield, we have a number of issues that residents, particularly with mobility scooters raise about access onto the main routes towards the island.

### 2.3. The routes within the island

We have three main concerns about active travel on the island.

2.3.1. Cycling needs. Currently the location and nature of cycle security provisions militates against the use of cycling to access the island facilities. Uncovered Sheffield hoops at peripheral locations, which are not overlooked / secure by design are not what is needed. We need covered, secure storage, as close as possible to the facilities people are using. Staff need more covered secure storage for them, but customers need covered secure storage. And, given the growth in cargo bikes, and the importance of cargo bikes if we want people to do the weekly shop by bike, this secure storage needs to reflect the full range of bikes. We need to think about how someone coming to shop by bike would carry their shopping (particularly if using more than one store) and where they can safely have their bike whilst in a shop. At present there is not safe, secure bike storage, let alone covered storage. Addressing this would be relatively cheap and would help enormously. Our list of changes includes the following, but the Bike Hub will have other constructive suggestions

- Secure covered cycle parking close to shops
- Secure covered cycle parking close to the bus terminus/Tesco would greatly increase people commuting by bike (bike and ride) and then shopping on their way home.
- More secure covered staff cycle parking
- Covered secure cycle parking to meet the range of needs of users eg those who cannot lift bikes onto racked storage, those who use cargo bikes.

2.3.2. The marginalisation of pedestrians on the island, with low quality marginalised routes through the island. If you come to the island, by active travel – foot, cycle, or mobility scooter – from the west, you can cross at the lights by the Armadillo. But then the cycle / walk / mobility scooter route is a poorly maintained path which is officially a shared cycle route but utterly non-compliant, which runs along the back of the leisure centre, past the bins etc. It is shabby, run down and as a route does not feel an attractive welcome to the shopping centre. A project with all the key landowners did identify a design to upgrade it, but it was not progressed for funding reasons.

Revisiting this would dramatically improve active travel from the west. On the southwest approach, the traffic lights lead pedestrians into a car park (Or a long pavement detour). The crossing east of Kennedy Way similarly leads to a



pavement where people then have to cross the Tesco service road at a pedestrian crossing before getting to the shopping centre. These are examples of a process which has not put active travel first. All redesigning should change this approach so active travel access comes first and gets people where they want to be. In the immediate future we would hope for action on the route from the Northwest across the island, rather than all the best access points being for cars.

#### 2.4. Mobility needs

More disabled parking bays close to where people need to go – there is a real shortage in the post office location for example

- More support for the Yate Shop mobility scheme
- A walk through with mobility scooter users to identify pinch points and problems.
- We are not aware of any issues for parent and toddler use, but would like a walk through with a parent and toddler group to identify those small changes which could make life easier (see below re breast feeding / changing

### 3. Inclusive town centre

There are many aspects to this, for example

- Dementia and age friendly town centre – working with the Town Council
- Warm Welcome – uniting with our project to ensure those who cannot afford heating this winter can find a warm welcome in venues across the town during the winter – by way of direct funding the project, advertising it, or providing venues on the island

Some of this is about very cheap simple steps, and some is about a blend of direct provision and encouragement of traders/ provision of checklists, some is about working with schemes and projects as they emerge within the community eg

- The colour coding of the planters was a good first step
- Colour coding the walkways would help
- Coloured benches
- Happy to chat benches
- More participation in 'Can't wait' which is about toilet access
- Places for feeding babies, changing, taking medication etc
- Dementia awareness training and support to shops
- Checking all properties for disability access – too many have doors with lips / door wells or layout the stores, so wheelchairs are not able to access fully.
- Working with the banks to ensure there is a point of access where someone whose bank is no longer physically present can get face to face support, as an example of how a user-friendly shopping centre can be a positive force for inclusion.

### 4. Climate action

This can be seen at the level of participating in wider schemes and some low-cost measures as well as longer term commitments.

- 
- Provision of public water points / encouraging shops to provide access to water bottle refills
- Segregated recycling bins,
- Specific climate promotions
- Working with our Climate co-ordinator on projects

But it also raises the bigger question of:

- Making a climate commitment as Yate Shopping Centre
- Drawing up a Yate Shopping Centre Action plan

Whilst individual retail chains have made commitments, relatively few Shopping Centres have made that positive statement (see QIC Global Real Estate for an example) but committing to starting the journey would be an exciting and positive step.

## **5. Children / young people friendly**

There is a great programme of events, and of course as a pedestrian area it is safer than roadside shopping facilities, but it would be good to explore other ways to improve the way in which the town centre supports mothers and toddlers, particularly those who are socially isolated eg inviting a preschool to use vacant premises, so parents could go shopping or go for a coffee whilst their child was at a class.

Whilst things like the Beach are great for younger age groups, teenagers feel marginalised from the shopping centre – and conversion of them to seeing it as a place to come to as they become shoppers is important. The Armadillo and our detached youth work project would be happy to work with the Shopping Centre owners and young people to take forward what this means.

## **6. Diversity of offer**

There are sections of the local population, who love it as it is and would not want it changed at all. But there are also parts of the local population who never go there and find it has little to offer. (Try shopping as a vegan or for culturally specific foods). Given the current vacancies, rather than shrinking the shopping centre, as a first step it would be good to identify the missing offer and attempt to bring that in so that the town centre becomes a town centre for all. This is in part a product of the unit sizes/ design prices – so a lot of local small business who would diversify the offer cannot afford / do not need whole units. Would an indoor market area, where people could rent a space be possible for example, so they rent a booth not a shop? That tends to attract / empower people who are testing the market.

## **7. Congestion and traffic flows**

The car parks do not work as efficiently as they need to. We need solutions that

- Remove congestion at car park entrances /exits
- Redesign counterintuitive dangerous access points eg by the eastern edge of North Parade.
- Discourage front end parking and the resulting shunt accidents

- Ensures the parking spaces closest to the shops are available for shoppers
- Increases EV facilities
- Clearer safe routes for pedestrians through car parks

## Yate Town Council response to the Masterplan

September 2021

In making this response to a plan which covers so many crucial issues for our town, there is a risk that we have not included all our comments. We have asked Cllr Chris Willmore and Cllr Ruth Davis to be available to clarify any points on which you need clarification or to add to these comments, where there are omissions. We do not believe we are saying anything here, which has not been said by Cllrs Willmore or Gawn in the masterplan discussions but set them out here for the record.

Our concerns have not altered since our original call for an Area Action Plan for the town, except that we now put the climate and ecological emergency at the top of our agenda. We stand by that original call. Everything we have heard through the consultation, and the evidence produced by the masterplan working group leads us to stand by those original concerns. That was a measured statement about change, which suggested for example there could be more housing, but as subsidiary to the main purpose and function of our town centre. We stand by that nuanced approach and see the public response as endorsing the notion that there is much we all love about our current town centre, and about its flexibility to meet changing needs into the future – but that there is room for change, as long as it retains the things our community like and need from it.

In finding the way forward, our top concern is climate change. We believe this must be at the centre, as the organising principle. How do we enable and support people to move to net zero carbon and how do we make our town more resilient to deal with the consequences of climate change. This needs to permeate and drive every layer of change. So, for example, the massive release of embedded carbon associated with demolition of existing buildings must be considered – reuse, reuse come before recycling. All new build must be to Passivhaus standards, not building in carbon emission legacies. This needs to be done in a way that empowers and supports change, rather than simply moving the problem with no net reduction in carbon.

The masterplan should have a clear strategy of how we get from where we are to a net zero town, and that involves providing the mechanisms for people to be able to make the shift, and then encouraging it.

Within that imperative, our next priority is to stress the importance of keeping what is loved about Yate, and makes it feel safe, local and personal, whilst also modernising it. We believe this is possible, providing we listen carefully and ensure we retain what people like, particularly in relation to the town centre and Station Road. In some ways, there are features of the current town that are marmite: the very things some people love are the things that make others feel it is dated. We recognise that tension, and whilst we want to modernise to meet the aspirations of younger residents, we also want to retain the things that give older residents a sense of belonging. We believe it is possible to achieve both, and as one of the few towns in the UK to have achieved Age-Friendly status this is important – for older residents, and for disabled residents. It is not too much change, but it is also not too much change. In the replies to the consultation we have seen, people have said they do not

want the things they cherish changed. We need to look for the ways to make changes which do not threaten those things – for example, going up another couple of floors would not alter the public experience of the shopping centre if done appropriately.

We are clear that the current open, safe, distinctive character of the town centre, that make it very local, and very different from going to an anonymous retail mall elsewhere need to be retained. We need to retain its accessibility and flexibility. We recognise there is scope to redevelop some areas eg the fire and ambulance stations (as long as they are kept in the town), to go up (to 3 or 4 or possibly 5 stories but not to build high rise), to rethink the service yards and some of the less used spaces to intensify the built environment (whilst keeping the current open aspect). We believe it is possible to intensify use of the town centre, in a manner that retains what people like, but are deeply troubled by some of the drawings and conversations which suggest a fundamental change to the town centre, which will destroy the very thing that makes people come to the shopping centre and like it.

We have long supported the concept that lies behind the 15 minute town, and for most part it is already in place, but it is not joined up and needs some dramatic investment in walking, cycling and disability access to make it a reality for all our residents.

We have long supported the principle of people first, as the right thing for a people centred town, and age friendly town but have a different view of what that requires. We do not think that white lines on the roads will give rise to a modal shift. To achieve that we need fully segregated cycling and walking facilities, so people can do both with confidence, not trying to share limited space with cars. And we have a long list of issues logged with South Gloucestershire highlighting places where pedestrian, cycling and vehicle safety needs to be addressed, with junctions reprioritised to enable pedestrians/cyclists to cross safely and have priority. It is about flipping from pedestrians and cyclists fitting round cars, to cars fitting around pedestrians and cyclists. There is room for everyone and we dislike the creation of false competition between cyclists and vehicles for road space. We have enough space in our town to accommodate all modes of travel, so that this is about shifting priorities to encourage modal shift, not using a stick.

We are concerned that the masterplan is entirely inward looking and does nothing to address the questions of getting in and out of Yate cheaply and in a climate friendly manner or of reducing the need to travel eg to work. Many of the core problems of congestion, pollution and contested road space result from this travel issue and it needs to be recognised and addressed in the plan.

### **Town Centre**

The public feedback reported in January very much reflects the Town Council's position.

- They like, the town centre's open, pedestrian, safe feeling, with canopies and a good area in the centre covered for events, and the stalls in the walkways
- They like the ability to park – though people still find it difficult to park

- There are changes that people would like
  - Modernisation within the 'style' of the shopping centre
  - Improved visual appeal (too much of what we see is back of house eg service yards at the back of the leisure centre)
  - More diverse opportunities including small and start up shops, specialist and craft shops – which is linked to concerns about the rent levels.
  - More indoor and outdoor arts, music and live culture (which has an impact on the capacity to build flats because of noise etc)
  - Reduced congestion
  - Major improvements to walking and cycling infrastructure separate from cars so people can safely move away from cars – and a round town cheap frequent hopper bus so people have alternatives to the car.
  - Better cycling facilities, including getting right **ot** the shops, but in a manner that still gives that safe pedestrian aspect
  - People would be willing to go up a bit in the town centre– as long as it does not feel closed in and does not alter the character of the town. So people would not realistically notice 4 storeys, as long as the frontages to the north which are close t **isting hosues** were only
  - People are strongly opposed to reduction in parking until the hopper bus and active travel improvements are securely in place – then as the demand for parking drops there will be support for reduced parking. At present, reducing parking before the alternatives are properly in place will not reduce car travel, it will instead lead to problematic on street parking in the residential roads around the town centre or lead to a drop in trade, with people instead shopping at Aldi, Lidl or Waitrose which have car parks, or burning more carbon to travel to Sainsburys etc.
  - Want modernisation / replacement of leisure centre as long as it includes swimming and diverse facilities. In essence people want the current facilities, but see we could get those in a more modern format.
  - Concern about ensuring ambulance and fire station remain in yate but happy for them to move to edge of town.
  - Markets, food craft and farmers
  - More commercial leisure facilities that are not solely eat and **rin** eg bowling, snooker
  - Arts centre as a focus for not for profit leisure
  - Improvements to make it age and disability friendlier, in particular to make it a dementia friendly by design town centre.
  - Whilst they welcome the security that comes from private ownership there is an underlying concern about private control over public realm spaces – including the majority of our town centre.

We want to stress that this is the only town centre we have. It is physically finite, and we need to retain land that is not built on to give us the flexibility to meet future needs over the next 100 years. At present change is relatively easy because of the small number of landowners. The fragmentation of our town centre, through the construction of flats would reduce that flexibility making future change harder, making some uses much harder to introduce. In particular, it could inhibit achieving some of the night time entertainment

aspirations we are seeing in consultation responses. So we do not want a masterplan that proposes building as densely as possible throughout the town centre. That undermines flexibility and undermines the open character the public so value.

In addition to supporting the aspirations of residents above, to be specific:

- The Town Centre should be a maximum of 4 storeys. Supportive of going higher in the middle of the town centre – up to 5 storeys, with 2 or 3 storeys on the outer edge facing the residential properties and listed building on Station Rd.
- The ground floors should be all active retail frontages, not even the blank “advertising walls” like Tesco and Marks & Spencer.
- Concern about the courtyard garden / green space in the town centre – as the space should be maximised there. Also if delivery yards going – how will deliveries be made. Car parking for residents – and electric charging points for both residents and people visiting the centre.
- We consider that all open spaces ie non built spaces within our town centre should be accessible to the public, and do not consider it appropriate to convert any to private gardens for flats.
- Slight concern over mix of residential and leisure. In Bristol residents of new flats near The Fleece tried to get it closed because of the noise. We can envisage flats being built then residents complaining about pubs/leisure facilities being open nearby and other types of development not happening because of this
- The plans must full integrate the area from Ridgewood to B and Q and along Station Rd as our town centre. At present the east west footpath and cycle route runs along the back / service yard area of the leisure centre. This and the north south routes need to be front of house routes, aligned well to the north south and east west networks eg Church Rd and Sundridge Park. Buildings should be designed around those routes, rather than routes wiggling around the back of buildings.
- If the fire and ambulance station are moved, they must stay within the Yate area – they must remain local because of the fast-growing local population.
- The shift to electric vehicles has to be considered. There is a particular problem on Radburn estates, where there are long distances between meter boxes and roadways. The problem is even worse where houses have garages in detached blocks. The plans need to incorporate large communal charging areas.
- Whilst we can see the current delivery yard model uses up space, any redesign needs to make safe, segregated provision for deliveries.
- Members are not too worried where the bus station goes – so long as it has the proper facilities (secure areas for scooters / bikes) is covered (so people stay dry / in shade) and is accessible to all. Its current location results in a proliferation of traffic lights/junctions on Link Road and we would hope a solution could be found that better integrates the highways connection.
- The bus station must also make provision for private coaches – and be a fully integrated hub, providing for example bike and ride
- Secure covered cycle parking and lockers in the town centre close to bus stops and also close to shops so you don’t have to walk further from a bike park than from a car park

- Facilities such as the Armadillo Pop Inn and Library must be retained or reprovioned in a manner that reflects their distinctive ethos and character – as that is what leads to the high levels of volunteering.
- We have long supported and urged the formation of a riverside park and walkway and asked for that as part of the riverside development. This can create a green lung in the town centre, provide a walkway /cycleway off road connecting the north and south of the town, free from the shopping centre / urban form.
- Rather than having a civic quarter and a retail quarter, we would prefer to see integration blending between uses.
- As between the options, they are all limited to the island plus riverside. As we have explained we fundamentally oppose this narrow view of our town centre, which will create / perpetuate discontinuities. Our town centre includes B and Q, Morrisons, Ridgewood, the White Lion, St Marys Green and the listed buildings, Lidl, and Courtside. Any scheme must include that whole central area and show enhanced connectivity, rather than fragmentation resulting from the accidents of highway history.
- We do not see that further green parkland in the town centre would be beneficial. We believe instead a wide riverside park and enhancements to existing public open spaces adjoining the town centre so that the links south to Kingsgate and North to St Mary's Field are strengthened would provide a better green lung.
- All plans need to address how things people care about are to be reprovioned, for example the surgeries, MIU, post office etc.
- Lowering speed limits, traffic calming are supported. We are troubled by suggestions of making traffic in the town centre one way, as that will increase car journey length, and speed up cars in the town centre.
- We see an argument for integrating the area from the B and Q roundabout through to the Link Rd roundabout along Station Rd into a town centre zone, so that speeds are reduced, the Church Rd junction thereby made safer.
- We need specific provision for EVs in the town centre, close to the shops, rather than as far away as possible, with a range of charging speeds to meet the needs of local people as well as visitors. We urge South Glos to follow the model of BNES or Oxfordshire in getting a free mapping of the area to identify the areas where home charging is least possible. And then following Oxfordshire to ensure there is suitable public charging provision to address those shortfalls, so areas do not get left behind. We are particularly concerned that so much of Yate is Radburn style and as a result has a high percentage of properties for whom home charging will not be possible. The evidence is that in such areas people need public charging points somewhere they feel safe and familiar with, ideally relatively close to home. Our town centre could meet that need.
- We are opposed to any reduction in town centre parking at this stage because simply reducing car parking before taking the other steps needed for a modal shift will simply divert car shoppers to locations further afield producing more CO2 en route. All of the evidence suggests there are problems with parking as it is at peak times. We are aware of the evidence about the impact of origin and destination restraint on parking: and that destination restraint can, in the right context, reduce car journeys and mean people use active modes of travel or public transport. Unfortunately, the centre of Yate does not meet the criteria that the research data



says you need to be able to use parking limitations to influence modal shift. The simple problem in Yate is that if you reduce town centre car parking without having first got the modal shift under way, shoppers will displace to Aldi, Lidl or Waitrose which do have parking – or will park in the residential roads adjoining the shopping centre, creating all sorts of local problems – or drive even further to shop. We therefore think we have to tackle the climate effects of driving to the town centre a different way – by providing good, safe, off road cycling and pedestrian routes, supporting initiatives to encourage people to take up cycling on these new off road routes (new cyclists will not use bits of the highway with only a white line between them and the cars, only confident experienced cyclists will) and delivering our long held aspiration for a frequent, cheap, round yate hopper minibus so people can get to the town centres quickly and cheaply. If these are delivered properly, they will reduce car use and then it will be possible to reduce car parking in line with the reduced demand.

- We do not oppose undercroft car parking as we currently have at Tesco, which still seems to deliver the safety and accessibility the public want. But we know that the public have opposed decked parking because it is perceived as less safe.
- The highways around the town centre need to be redesigned to remove the results of ad hoc planning such as the queuing on Station Rd for McDonalds, the result of ad hoc development over the last 50 years.

### **Western Gateway: Industrial Areas**

- This should cover the entire employment zones, not just one part of them
- We support initiatives to intensify employment activities in the industrial areas and to modernise the offer.
- We see there would be a good opportunity to remarket a significant area as a green energy / climate resilience zone to form a focus for SMEs in this field
- We would strongly welcome starter sheds – the sorts of stacked storage units that have popped up elsewhere would address a local demand.
- We do not accept the arguments against being able to deliver a more diverse employment offer in the town. We are aware of the market analysis that said that there is no demand in Yate/Sodbury for some things eg offices. We are also aware that this is not true. There are very few small office units in the town on the market, we are aware of local organisations who have been searching for years and cannot find suitable space, locally and our councillors have been regularly search. We think the consultant concluded there is no market, because there are no units on the market, or very few (only the Badminton Court one). The result is that the vast majority of those in our community who have office employment have to commute across the Green Belt to Bristol or the North Fringe. That is not sustainable in climate terms, and creates enormous pressures on the highway network. With a THIRD of local people commuting OUT of Yate to work each day, we need a dramatic rebalancing of the employment offer, and the provision of new opportunities to give a higher percentage of people a chance to work locally.

- The Masterplan needs to identify market interventions to stimulate the development of a market for small and start up diverse employment facilities.
- Whilst covid has given some the opportunity to work from home, we cannot assume that this will remain the case, and are deeply concerned that at LGV in the north of the town the amount of land set aside for employment uses is not sufficient to meet the needs of the new housing, thereby building in an inherent addition to the commuting. Any new housing must identify additional local employment land equivalent to the need for jobs created by the housing.
- We are supportive of a hotel on the Western Gateway, but puzzled by its inclusion. We were going to have a hotel as a central feature of the New North Yate Development local centre, but South Glos supported the developer in removing it and putting flats instead, claiming there was not a demand. So can we be clear, is there a demand, if so why did South H s let the NNYD developers remove the hotel on the basis of no demand. If there is not a demand, then we should not be planning for one.
- We are completely opposed to building any houses on any existing employment locations. Every new dwelling increases the demand for employment, as well as reducing the space for employment and therefore increases commuting to work. We need more employment land, and more intensive use of what we have got to pick up on eg the NNYD shortfall.
- We consider there are opportunities in this masterplan to run the industrial zone from renewables, and to provide for district heat and power schemes.
- The construction of the Stover Link Road is essential so that the two western transport routes into town are linked for both public transport and private vehicles. It will enable strong steps to remove lorries from Station Road and the town centre. At present, steps to reduce traffic on station road would only lead to bottlenecks on the narrow Stover Road.
- We see the need for more support for independents, start ups and diversity in employment opportunities particularly for young. We welcome opportunities to work from home, but not as an excuse to reduce employment land

### **Station Road**

- We want to improve safe, off road cycling, walking and public transport so people move away from private cars. But see problems in closing Station Road to everything except for Metrobus and cycles – which is what the space constraints and new uses would point towards. This would kill off local businesses. We need to reduce unnecessary through traffic, which is simply using it as a short cut to the motorway and not making use of any local facilities / visiting local properties. But we need locals to use the road and the facilities and believe we can meet the needs of cyclists, walkers and metrobus without closing the road to all vehicles.
- We would welcome the introduction of quiet lanes / play streets and other initiatives across the town to reduce traffic speeds and levels.

- We are desperate to ensure pedestrians and cyclists have safe routes in all parts of our town, separated from motorised vehicles – so want to be sure we do not have any more of the sort of problem we are seeing NNYD where there is nowhere safe for walkers or cyclists as vehicle routes are within under a metre of front doors.
- Until the question of access to the southern part of Yate and Dodington is solved satisfactorily then Station Road is an essential route for people living in that part of town to reach their homes. There is a severe limit to the level of traffic Nibley Lane/ Rodford bridge could handle.
- We consider more active steps could be taken to stop traffic that is not heading into the town from using it, and in particular, heavy goods vehicles. So, making Station Road local traffic only, including access to all parts of Yate would help, but ultimately unless there is a better way into South Yate then we are stuck. Some of the ways in which Chippenham has sought to encourage through traffic around the town centre, but you can still get through if you want to would reduce traffic on Station Road, not prevent vehicles getting to the shops and café, and enable people to get to South Yate. Any new route into South Yate would pull traffic from other places, including through traffic currently on the A432 onto the residential roads like Heron Way and Rodford Way – so it would take through traffic off the A432 Station Road, and put it onto even less suitable roads. We are opposed to the completion of the ‘Road to nowhere’, because it will bring through traffic at speed into the resident areas and undermine the common as a habitat. There are people who want it completed, as they see it will offer their part of town a better route in and out of town than Station Rd. But once in place it would not only be them using it, it would be a much wider through traffic draw. The enhancement of Nibley Lane as an alternative might improve access to South Yate (people already use it) – and we would strongly support the enhancement of off-road cycling and walking using the common and the residential roads to enable cyclists and walkers to travel to the station and park and ride safely.
- We oppose the conversion of ANY employment sites to housing – including Whirlpool. Should any of the site become available for reuse, then it must be used to generate new employment and retail opportunities to bring vitality to Station Road. This would be a good location for start-up/ craft/small scale retail to add to the retail draw of Station Road.

### Station

- We strongly support improvements to the Station and would like to get some immediate wins with the S106 money South Glos currently holds for station works.
- We are neutral between the two options as to sites, although we marginally prefer a return to the historic site, south of Station Road, providing it can be designed to meet parking and other needs.

- We must not get rid of the parking area until viable alternatives for travel are in place and the need for parking has demonstrably reduced – the approach should be a carrot rather than a stick. Currently, the infrastructure not in place for other means of travel. So, as with the town centre, we believe the strategy has to be to invest in good, safe, viable alternatives, and then over time the need for parking will drop.
- We consider that much of the parking is because people want to feel safe coming home – knowing they can make their onward journey home quickly and safely. We consider that better facilities around the station eg a coffee shop and a staff presence during train hours would assist with that feeling of safety and encourage people not to rely on their car as much (it is not currently a place you would feel safe waiting in the dark to be picked up if it is too wet to walk home for example).
- The plan needs to provide for better integration of transport between railway and buses, and for cyclists using the station including bike and ride, and many more secure dry spaces.

### **Environment**

We strongly support the ecological, health and environmental approaches we have seen from the public including:

- Protecting wildlife and increasing biodiversity
- Making our river a feature not a problem (We have long argued for the riverside walking path through town, but the Link Road bit and the area north of that are missing)
- Planting trees and flowers around town, but not adding grassed areas to the island part of the town centre.
- Reducing pollution
- Protecting green spaces and enhancing / increasing the spaces and their connectivity
- Improving cleanliness, reducing litter and increasing recycling. There are particular aspects to this eg take away food outlets that need to be design into the town centre rethink.

OUR ORIGINAL CALL FOR AN ACTION PLAN:

**Future for our Town Centre:  
Call for an Area Action Plan for Yate and Chipping Sodbury**

As part of the PSP process, and ongoing ‘ profiling’ associated with the next local plan, we have been asked by South Gloucestershire for some initial thoughts upon the future of our town centre and retailing.

These only need to be bullet points and follow on from a face to face discussion. Members are asked to approve the following comments for submission to South Gloucestershire as supplementary responses to their initial Local Plan consultation.

### **1. Area Action Plan**

We are asking for South Gloucestershire Council to agree to develop an Area Action Plan for our key services, public and private. Whilst master plans deal with the design of the new housing developments themselves, they do not deal with the impact of this development upon our town centres, traffic and our public services and retail services.. An Area Action Plan would enable a clear plan to be put in place.

### **2. Community, commercial and voluntary sector uses**

Our central areas, to which our communities look have limited footprint. In that space core community, commercial and voluntary sector uses need the space to provide the facilities our communities want. We seen the smaller retail areas around the town continuing to act as sub-focuses, related to the area wide facilities into three central areas.

### **3. Integration**

Our aim is to integrate the residents of new housing into our town as a whole. Even if the worst happens with residential growth, the town will not be big enough to sustain an additional town centre. So we hope the 'local centres' in the new developments will build upon experience of other local centres in the town and provide the sorts of services which are best met very locally and foster local community, but complimentary to the main centre sites.

### **4. Evening and Leisure Use**

We note that an integrated approach between the Town Council landowners and South Gloucestershire has delivered significant improvements in the evening facilities in the town, with the exception of the planning issues which have undermined the not for profit facilities proposed. That joint approach is now needed to extend the evening and leisure offer.

### **5. Intensification of the central area**

There is limited town centre space, and limited parking. People want more shops and more parking, so the only solution is to a radical approach to intensify the design of the town centre eg parking under the shops or multi-storey retailing . Intensified building to the height of the MIU would be acceptable - as long as it is not too close to existing residential properties, who need a transition zone with low density development as at present.

We are worried about further low density piecemeal development – we need to get the most we can out of the limited land available

### **6. Avoiding loss of retail / town centre space**

We welcome opportunities for complimentary housing in the town centre, but these need to be designed to compliment the primary purpose of providing a core retail and service hub - so we need planning policies that enable us to resist loss of town centre services sites to residential use without also providing at least the same service/retail footage. We simply do not have enough town centre left.

### **7. Western Gateway**

The development of a Western Gateway to the town, which would serve as a white goods focal point in the town – ideally as part of redevelopment in the vicinity of the Station to include enhancements to the station. This needs to be done in a manner that does not undermine the viability of current town centre uses.

**8. A fundamental rethink of traffic and transport in the town centre**

To recognise the impacts of the new housing, on what is already a chaotic situation at key times and to recognise the impact of the Metro coming along Kennedy Way.

**9. A three centre approach.**

We believe this needs to deal with three centres, the centre of yate, the western gateway and Chipping Sodbury town centre. These three have complimentary roles – and in planning the future we need those roles articulated, and plans put in place to ensure they all have the facilities they need to thrive. So a hub and spoke approach might work. We see Station Road and its retailing as a vital link between the town centre and the Western Gateway.

**10. A coalition of owners and agencies**

We believe this can be best achieved through a coalition of all the landowners of key sites, and the relevant agencies, including the parish councils affected.

Chris Willmore



## **Cycling/ Mobility Scooters in Yate Vision**

Yate is a cost effective location to carry out a transformational cycling / mobility scooter scheme, at a very low cost, relative to other locations:

- Wide grass verges in much of the town avoiding the need for more expensive on street works in most places
- Flat
- Travel distances within the town ideal for cycling using segregated paths
- Ageing population with dramatic rise in mobility scooters needing wider paths

### **Core infrastructure- Primary Network**

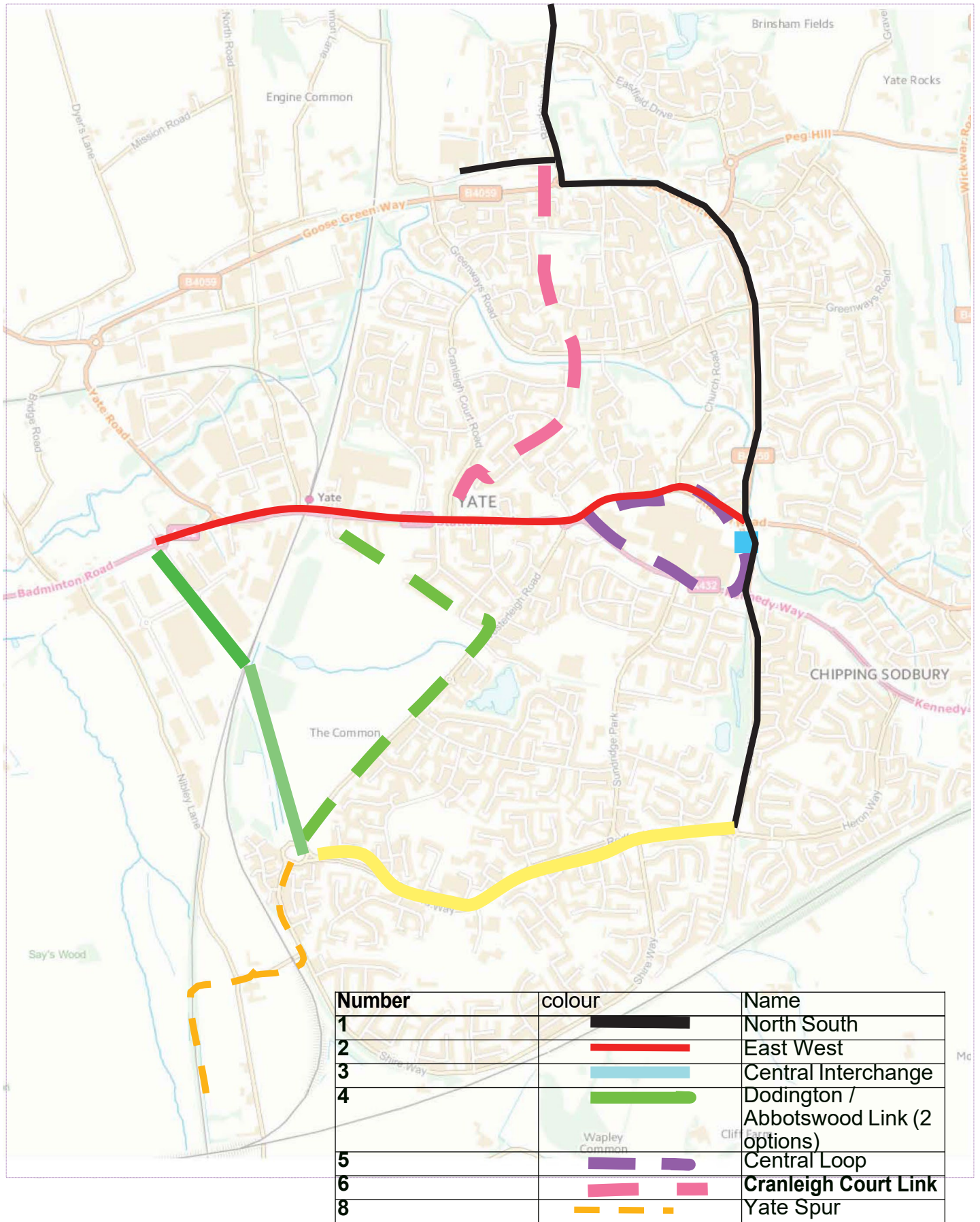
There are five key routes needed to create a fully accessible cycle/mobility scooter system (suitable for publishing as a route map/ and signposting), shown on the attached map. An allocation of £100k on top of the East / West route would deliver the whole package.

1. North South Path
  - Ladden Gardens to Slimbridge Close. Mostly in place, but aged and needs repair / improved signage, with some small gaps.
2. East West Path
  - Park and Ride to the North South Path – nothing in place and would. Need to be on road as very little verge capacity but crucial link South Glos has costings
3. Central interchange
  - At NS/EW junction by town centre bus station on paved area need secure covered parking and public pump/repair station - to ensure secure covered parking for town centre trips and for bike and ride. Alongside a secure covered mobility scooter park to facilitate bus travel.
4. Linking up Dodington/ Abbotswood to employment locations
  - Current path along back of common unlit so not useable to get to Station, Park and Ride or industrial areas in winter. As it is the shortest route it needs resurfacing and bridge repairs to facilitate daytime use to station. Not suitable to be lit, so need either bridge over the railway for walking /cycling at the end of the road to nowhere (the ramps are there and there is space) and / or route along Westerleigh Road on verge adjoining existing footpath.
5. Central Loop
  - Ensuring ability to get round town centre. Will need off road section on central island adjoining Kennedy Way. Land available (currently landscaping).
6. Linking Cranleigh Court
  - This would need to be in part on road, but can be done via quieter roads so limited work needed – but it is a secondary priority to the rest of the primary network.
7. Plugging gaps
  - There are a number of places where low grade works are required just to plug gaps/move obstacles within the secondary informal network to provide links to this key network.

### **Strategic Link**

8. Yate Spur ( Westerleigh to Shire Way)
  - Completing the route from Westerleigh to Yate, which then opens access to the wider cycling network in Emersons Green employment locations.





Yellow shows existing  
on street capacity