

# **Yate Town Council Environment and Community Committee Minutes of the meeting held on 8<sup>th</sup> November 2022 from 7.00pm until 8.15pm at Poole Court**

## **Present:**

Councillors Alan Monaghan (Chair), Tony Davis, John Ford, Cheryl Kirby, Ben Nutland, Karl Tomasin and Chris Willmore.  
Finance Manager and Estates Manager.

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

Apologies for absence were received from Councillors John Gawn, Wully Perks and Jane Price. Councillors Sandra Emms and John Serle were absent.

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

No declarations of interest were received.

## **Minute 3. Public Participation Session with Respect to Items on the Agenda**

No declarations of interest were received.

## **Minute 4. Minutes of the Environment and Community Committee Meeting Held on 28<sup>th</sup> September 2022**

It was **RESOLVED** that the minutes of the meeting of the Environment and Community Committee meeting held on 28<sup>th</sup> September 2022 be approved and signed as an accurate record.

## **Minute 5. Items for Discussion/Requiring Resolution or Recommendation to Full Council**

### **5.1 Consultations**

#### **a) Covid Commemoration Consultation**

It was **RESOLVED** that Councillors would submit comments individually, as requested by the consultation.

#### **b) Urgent Consultations**

No urgent consultation documents were received.

### **5.2 Environment and Community Committee Draft Budget 2023/2024**

An update regarding the draft budget was received, with further information awaited prior to the draft budget being made available for consideration. The final budget figures to be received and agreed at Full Council in January 2023.

### **5.3 Park Security**

An update and recommendation regarding Millside play area car park was received from the Estates Manager. It was **RESOLVED** to trial leaving the gates unlocked, with the situation monitored and the option to resume locking and unlocking for security reasons.

### **5.4 Climate and Planet Commitment – Highway Verges**

A SGC Verges Presentation on behalf of Matthew Lipton (Biodiversity Assets and Commons Manager as South Gloucestershire Council) was received. (Appendix 1)

As part of the Town Council's Climate and Planet Commitment and to support the aim of the Local Nature Action Plan (LNAP), the Committee **RESOLVES** to support this pilot project, with Councillor Chris Willmore to work with Matthew Lipton to agree the locations for improved management of green spaces before proposed route is finalised.

### **5.5 Consideration of Impact of Decisions on Climate and Waste**

Consideration took place on impacts on climate and waste following decisions taken during this meeting;

- The final 2023/2024 budget figures that contain budgets for climate and planet initiatives to be received at Full Council;

- Support of the pilot Highway Verges project.

It was also **NOTED** that several climate and planet actions are recorded in the Estates Manager's Report at minute number 6.1. (*Eg, Open Spaces, Heritage Centre heating and PIC lights*)

## Minute 6. ITEMS FOR NOTING

### 6.1 Estates Manager's Report

The Estate Manager's Report was received and **NOTED**. (Appendix 2)

#### a) Soil Bunds

Thanks were extended to all those involved with the install of the soil bunds.

#### b) Open Spaces

It was **RESOLVED** that support be given to formal contact being made with Barratt Homes regarding:

1. Aspirations for connecting Brinsham Park and the play areas within the Barratts development site and outlining what the YTC leaseholder rights are. Councillor Chris Wilmore to draft correspondence with contact made by January 2023;
2. Opening up a conversation with Barratt Homes about YTC managing the Leechpool area. Councillor John Ford to draft correspondence;
3. Further to a previous resolution at the Environment and Community Committee, further formal contact be made with Barratt Homes regarding YTC's interest in the allotment site.

#### c) Kingsgate Park Zip wire

It was **NOTED** that Yate Town Council has been awarded £25,000 following a successful application to Enover Community Trust (ECT) for funding towards the Kingsgate Park Play Area refurbishment project.

#### d) Properties

The following updates from the Estates Manager were **NOTED**:

- The boiler at the Heritage Centre has ceased working. Temporary heating arrangements have been put in place whilst a permanent solution, that fits within the Town Council's climate and planet commitment, is found;
- Following an inspection of the existing lights at the Pop Inn Café, we have been advised that they have reached the end of their life cycle. Works to install new LED lights (as part of previously agreed Climate and Planet actions) are taking place.

## 6.2 Status of All Groups that Report to Environment & Community Committee

The following was **NOTED**;

Sub-Committee/Group	Date of Meeting/Update	Appendix
Venues	Report for the period	Appendix 3
Station Road Sites	Updated action plan appended	Appendix 4
Learning Partnership West (LPW) Youth Provision	Meeting notes 05.10.22  It was further <b>NOTED</b> LPW have now resumed their provision at St Nicholas Community Centre after temporarily being relocated to YMCA on Station Road while necessary works were undertaken to meet health and safety requirements.	Appendix 5
Events	Meeting took place on 12th. October 2022  It was further <b>NOTED</b> South Gloucestershire Council have been asked to review their interpretation of legislation in relation the Street Trading Licences that adversely effects community groups that organise events. Any review is not likely to take place until after May 2023.	Appendix 6
Joint Parishes Consultative Committee	No update	
Allotments	Due to several unsuccessful attempt to arrange a meeting, representatives from the former Abbotswood Action Group have been asked to confirm some dates they are available to meet with members in November to discuss plans for the allotments and to form an association.	
Public Rights of Way, Commons and Greens Sub-Committee	The SGC consultation in respect of Public Right of Way LYA 45 was received at the meeting of	

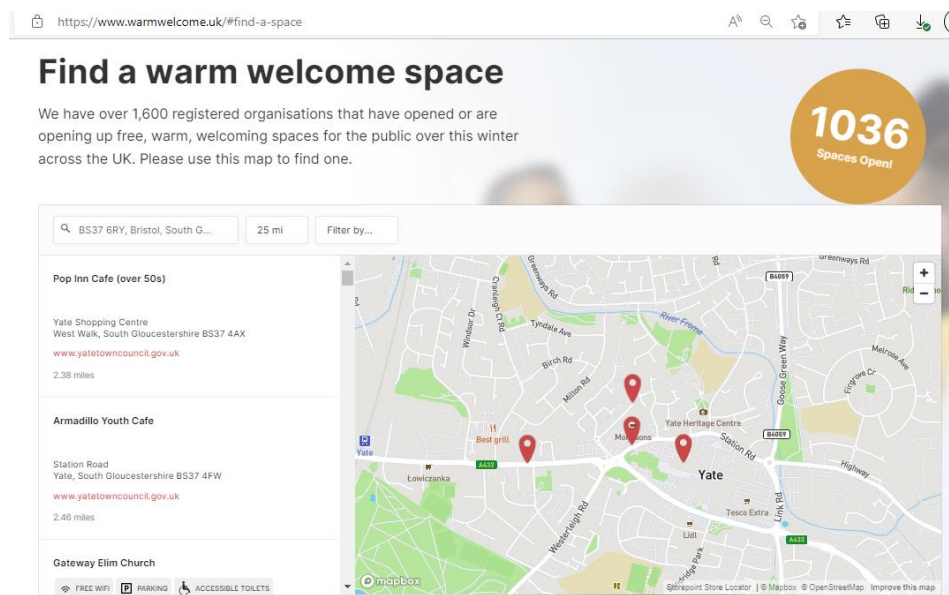
	the Planning and Transportation Committee on 1 November 2022.	
Reports from Representatives on Outside Bodies	Minutes received from outside bodies were previously circulated to Members with a request to advise if they wish to discuss matters contained therein.	Appendix 7
Town Centre Strategy Group	A meeting was held on 24 <sup>th</sup> October 2022.	Appendix 8

### 6.3 Yate Ageing Better Health and Wellbeing

The following was **NOTED**;

- Dementia Café volunteer advert is in final draft, due to be published in early November 2022;  
The Warm Welcome launched on 3<sup>rd</sup> October 2022. The guide will be updated and republished in the first week of every month. Attendance to YTC venues is being recorded and monitored to inform provision going forward;
- Officers are in the process up uploading YTC venues to the Bristol Open Space Directory “Well Aware”;
- All YTC venues have been uploaded to the Warm Welcome Interactive Map [Find a Warm Welcome Space Today](#) joining over 1,600 registered organisations across the UK, that have opened or are opening up free, warm, welcoming spaces for the public over this winter. Partner venues have been encouraged to upload their spaces.

Image of YTC Warm Welcome location/ venue map:



#### 6.4 Leases for Ridgewood, The Common (including Pitches) and Witches Hat

It was **NOTED** that South Gloucestershire Council has been chased for movement on leases for Ridgewood, The Common (including pitches, the lease for which expired in September 2022) and Witches Hat (the lease for which expired in September 2015).

#### 6.5 Women's Football

It was **NOTED** an update was provided to Full Council on 6<sup>th</sup> September 2022 and a response is awaited.

#### 6.6 Consultations

##### a) Consultations Received

It was **NOTED** that no new consultations for consideration have been received.

##### b) Consultation Responses

Consultation Name	Link/Appendix	Date Circulated	Closing Date	Notes
SGC new draft strategy for 'Electric Vehicle Charging' The aim of the strategy is to establish our role in ensuring that our residents and visitors who need to drive cars – where cycling, walking or public transport is not practicable - are supported to do so in zero emission vehicles.	<a href="#">Click here for Consultation</a>	12.7.22	3.10.22	It was <b>NOTED</b> that a response was prepared by Councillor Chris Willmore and submitted. Thanks were extended to Councillor Willmore (Appendix 9)

#### 6.7 Armadillo; Service Provision Contingency Plan

The following was **NOTED**;

- An unconditional offer has been made for the role of Senior Youth Coordinator;
- A conditional offer has been made for the role of Youth Coordinator;
- Start dates for the above roles are planned for November 2022. Community Projects staff will continue to support the provision until both roles are inducted, likely until the end of December 2023;
- Youth sessions indoors closed on 21.10.22 and between 25.10.22 and 28.10.22 (half term), due to low staffing resources. The Youth team were

deployed to detached in the community. During this period they also undertook youth contact admin and mental health training.

#### **6.8 Climate and Planet Commitment**

The Climate and Planet Commitment update was **NOTED**. (Appendix 10)

#### **6.9 Graffiti and Litter**

It was **NOTED** graffiti has been reported on a wall at Mow Barton and has been planned in the works programme for removal. Tagging has been identified on utilities boxes rear of Lidl and has been programmed into the works schedules for removal.

#### **6.10 Outstanding Items**

The status of the pending log was **NOTED**. (Appendix 11)

### **Minute 7. Confidential Items**

No confidential items were received.



# Managing Highway Verges for Nature

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As we face climate change and threats to biodiversity, we have been considering how we can manage our assets better to increase biodiversity and reduce our carbon footprint.



# The benefits of managing Highway Verges for Nature



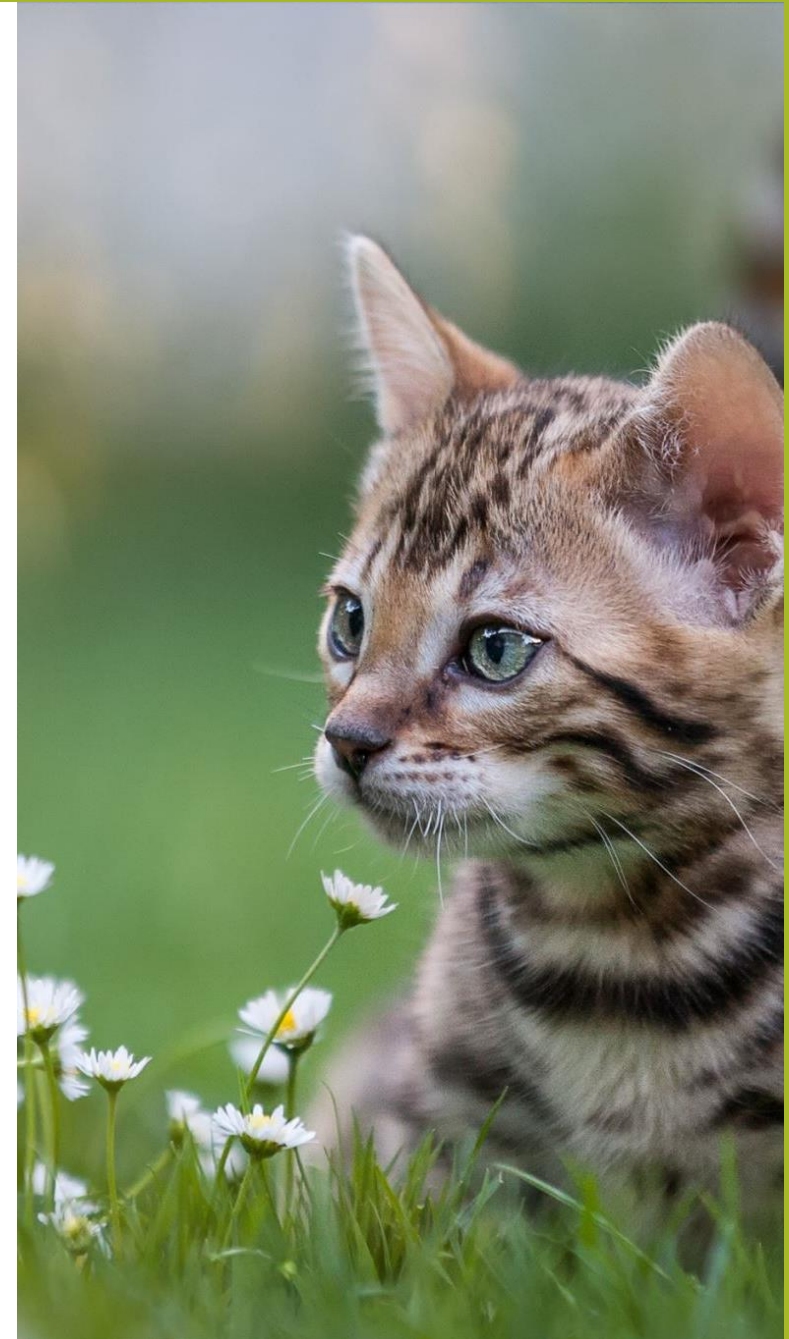
Carbon  
Reduction



Biodiversity  
Increase

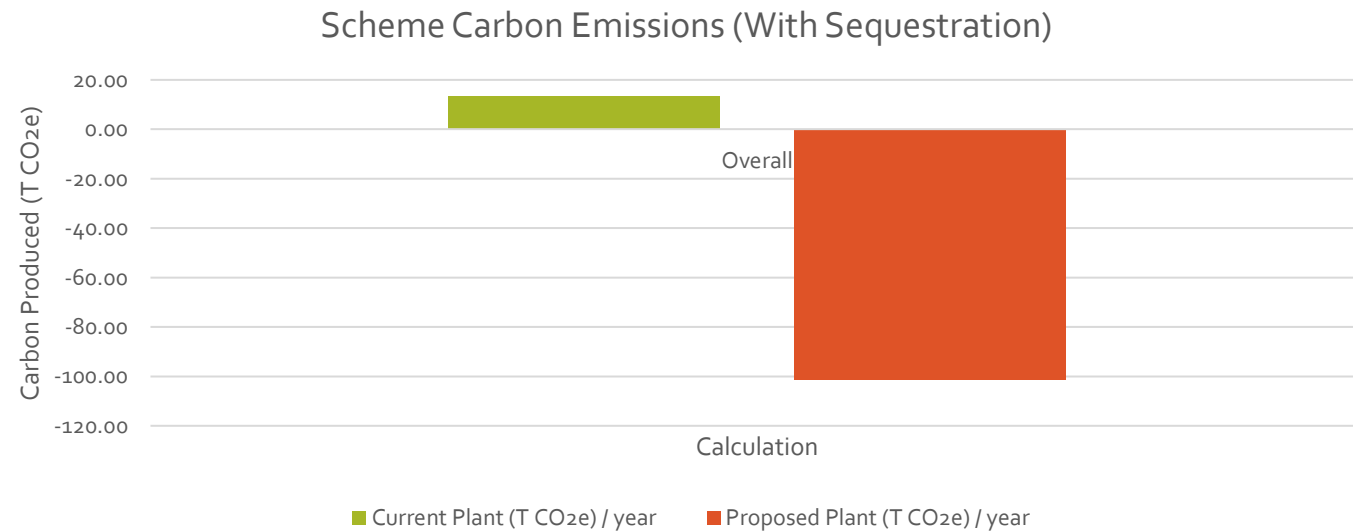


Improved  
Habitats



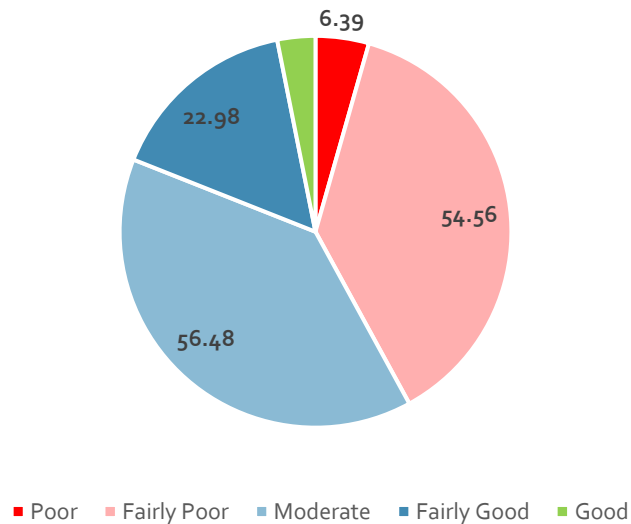
# Carbon Reduction

- By rolling out the changes across selected areas across South Gloucestershire, we could reduce our carbon emissions by 101.51 tonnes of CO<sub>2</sub> per year.
- We are investigating the use of biofuels which will reduce this figure further.

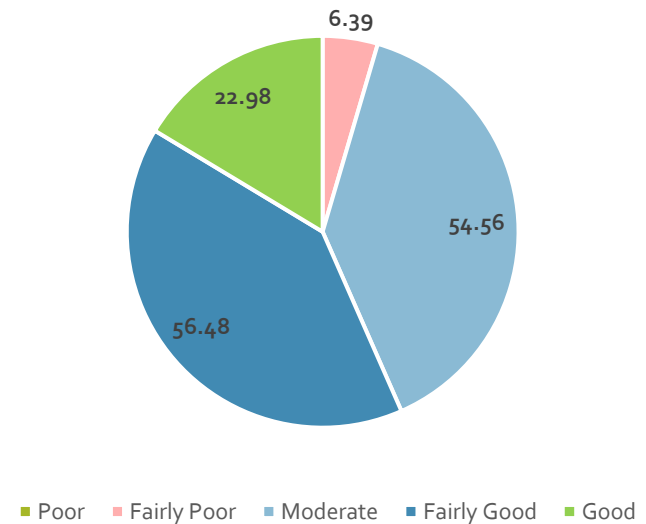


# Biodiversity Increase

Baseline - Condition Score by Area (Hectares)



Predicted - Condition Score by Area (Hectares)



- We have predicted an increase of 8% in habitat units in the first year.
- Highway Verges will be more biodiverse and resilient to future flooding and droughts.

# Habitats

**Changes will result in an increase in:**

- Pollinating insects
- Grasses
- Wildflowers
- Small mammals
- Birds
- Etc...





# Survey of Highway Verges and Public Open Spaces where it would be safe and practical to manage for nature

- We undertook a survey (March – July 2022) to identify Highway Verges and Public Open Spaces which would be suitable for improved management
- **We considered:**
  - The safety of pedestrians and road users
  - Practicality for machinery
  - Biodiversity hotspots
  - Amenity areas





# The Yate Trial

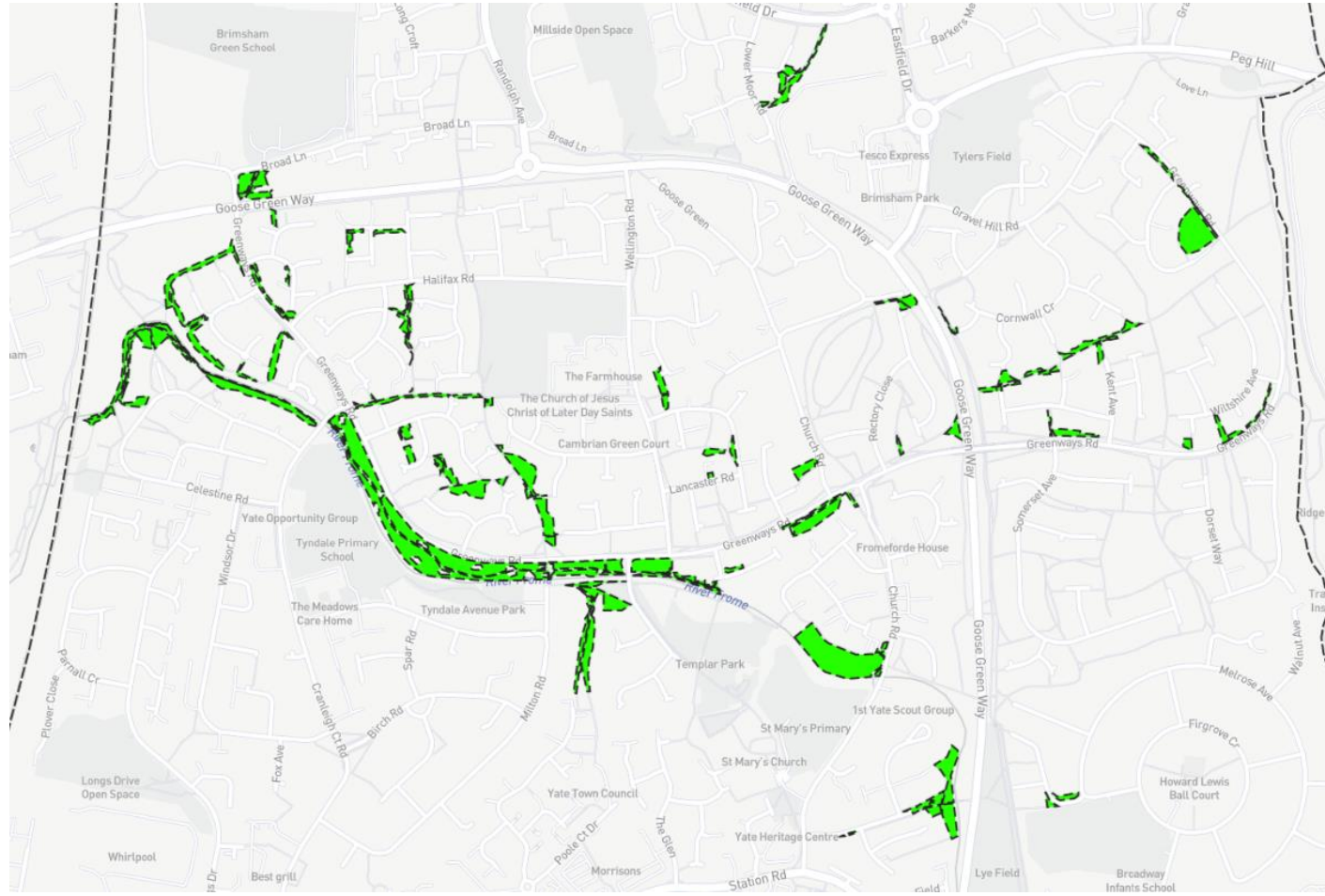
## What we are proposing:

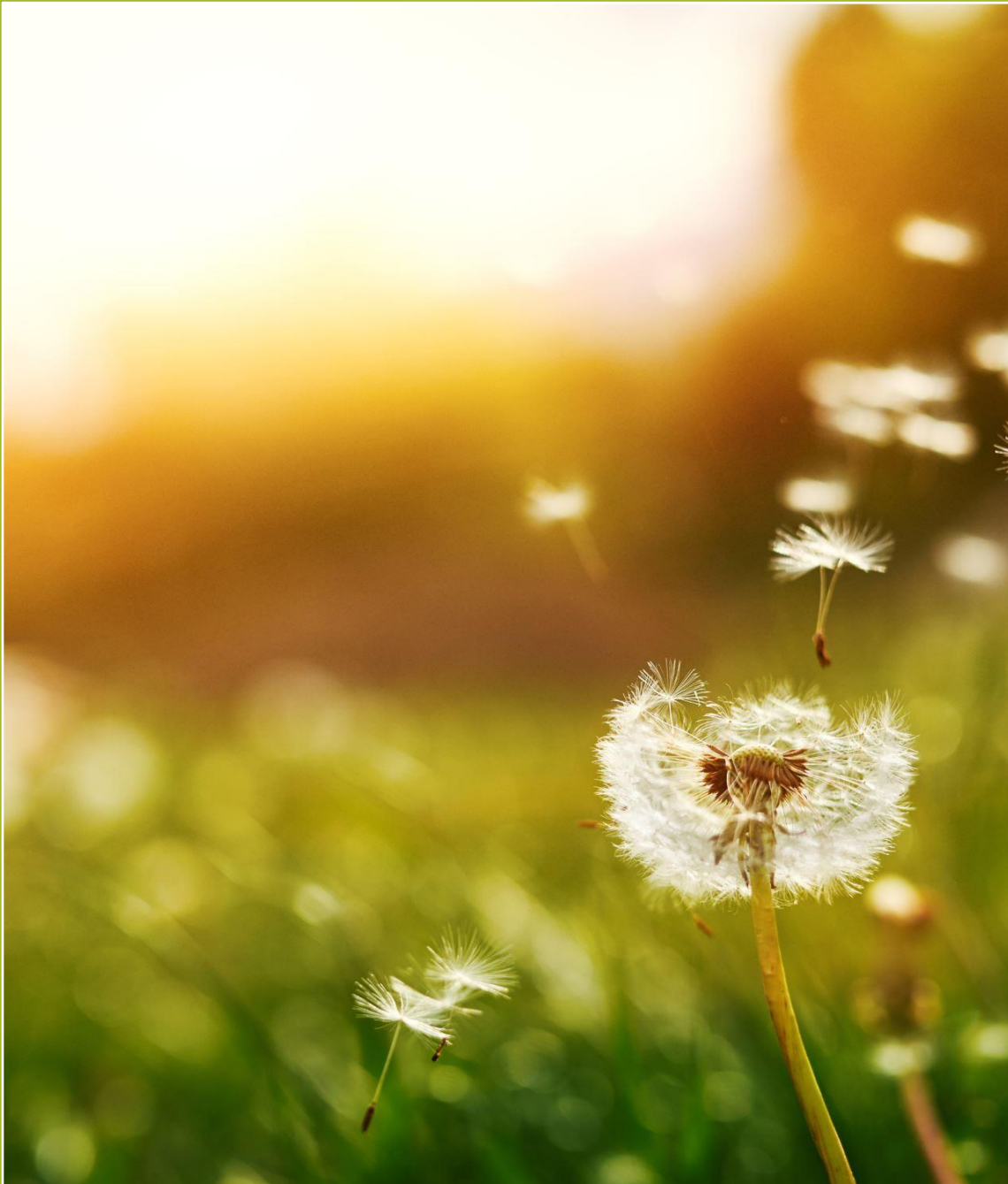
- Reduced frequency cuts and collecting material to encourage wildflower growth, improve biodiversity and soil conditions.
- Aspire to dispose of grass cuttings by anaerobic digestion to produce green energy.

## Impacts:

- No financial cost for the trial.
- Future maintenance costs may increase or decrease as a result of the trial.
- Improved biodiversity.

# Proposed Route - Yate





# Any Questions?

[Matthew.Lipton@southglos.gov.uk](mailto:Matthew.Lipton@southglos.gov.uk)



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

### **Item 1. Grounds Maintenance General**

#### **1/1 General**

##### **a) Tree Surveys**

To **NOTE** quotes have been received for recommended priority 2 works and works are expected to start in November.

#### **1/2 Salt Truck**

To **NOTE** an order to SGC to enhance the planting of the salt truck roundabout and a general tidy has been placed so the estates team can manage this going forward following training (signing & guarding) on 17<sup>th</sup> & 18<sup>th</sup> November.

#### **1/3 Soil Bunds**

To **NOTE** the soil bunds at Randolph Avenue have been installed. SGC has agreed they will install the access bollards on the pathways where required. We have not received a timeline for these works, but we are chasing. Seasonal bulbs will be planted to the bunds and wildflower seeds sown.

The soil was donated by Barratts. (They also provided an excavator and a driver free of charge to load the soil onto the vehicles of the YTC contractors who collected the soil).

#### **1/4 Covid Memorial Copse**

To **NOTE** a grant application to 'Branching Out' is being made to fund the fruit trees (Apple, Plum and Pear) on The Common as per plan location below.



## **1/5 Station Rd Planter (YCP)**

Planters that were originally maintained by Yate Community Plan will be looked after by the estates team in line with the other planters along Station Rd.

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

### **2/1 Abbotswood**

To **NOTE** fly tipping around the residential waste bins has been cleared up on several occasions and solutions are being investigated including a meeting to be arranged with SGC Enviro Clean team on how we can tackle this moving forward.

### **2/2 St. Mary's Green**

#### **St Mary's Church Car Park**

To **NOTE** following correspondence from St. Marys School, works to install two bollards to be installed at the entrance to the car park. A start date has not been confirmed however the works are expected to be completed by the end of November. The use will be managed by the school at peak times and an order for a planter has been placed. St. Mary's School are to be invoiced for the supply and installation of two bollards and YTC will cover the costs of the planter and planting.

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

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

Nothing to report.

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

To **NOTE** a management plan for the lake has been produced. This includes regular weed removal, adding barley straw in nets during the spring, aquatic planting, and installation of an aerator. Weed removal has taken place on

several occasions over the last 6 weeks and the appearance of the lake is improving. As colder weather sets in, weed removal will cease until spring.

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

**a) General**

To **NOTE** 'Play Safer' bark levels around equipment is being topped up.

**b) Play Areas Repair Log**

To receive the Play Areas Repair Log (Appendix 1 to Estates Manager's Report).

**a) Kingsgate Park Zip Wire**

To **NOTE** RoSPA has confirmed a like-for-like zip wire replacement can be installed and would meet current regulations. An order is in the process of being raised with an expected timeline of January/February 2023. Signage has been displayed onsite and online advising of this.

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

**5/1 General**

To **NOTE** new asbestos management plans to be provided for Poole Court and Parish Hall are awaited.

**5/2 Wi-Fi**

To **NOTE** Wi-Fi installation including internal cabinets, boosters and filtering protection has been completed in the Bowls Pavilion, YMCA & Parish Hall. This project is now complete.

**Item 6. Sports Facilities (Ball Court at Howard Lewis Play Area, Bowls Green and Pavilion, Sunnyside Sports**

## **Field, Common Playing Field and Changing Rooms, Sunnyside Tennis Courts, YOSC)**

### **6/1 YOSC**

To **NOTE**;

- The new welcome sign at YOSC has been installed (containing both YTC and YOSC Ltd logos);
- A meeting between the Project Manager for Sports and Play Construction Association (SAPCA) YOSC Ltd and YTC Estates Manager took place on 5<sup>th</sup> October 2022, regarding issues with the maintenance of the hammer cage which include tensioning of the net causing the net to wear quicker than expected and hammers catching the frame work causing dents and in some places, bending the frame. The Project Manager for SAPCA has agreed to take these issues up with the manufacturers.

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

Nothing to report at time of meeting.

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

#### **8/1 Machinery**

To **NOTE** correspondence is awaited from Luke Hall MP regarding the new legislation around red diesel. However, Councillors Mike Drew & Chris Willmore have been consulting with NALC who have confirmed the following;

Re: Avon Motion to NALC Policy Committee I am writing regarding the motion submitted by the Avon Association for consideration by the NALC Policy Committee at its session on 19 October 2022.

Firstly may I take this opportunity to thank you for contributing to our national policy work by putting forward a motion for consideration on issues affecting local councils in Avon. Your input to our policy making and determination is essential in ensuring we are in touch with, and taking a view and action on, the big issues facing our councils.

The text of the motion submitted was:

“That NALC lobbies central government behalf of local councils that they should be exempt from the Red Diesel regulations.”

The committee discussed the motion at length and adopted it.

## **Item 9. Community Payback**

To **NOTE** Community Payback start dates are awaited.

Works will included cleaning out joints to block paving in front of the Armadillo and Heritage Centre, weeding of shrub beds and general maintenance around sites. Works will be on an ad-hoc basis as and when required.

## **Item 10. Estates Items for Discussion / Requiring Resolution or Recommendation to Full Council**

*The below item is on the main Clerk's Report for consideration*

### **1.5 Park Security**

Historically Millside play area car park is unlocked and locked by the estates team as follows.

Monday – Thursday, unlocked 8.30am, Locked at 3.30pm  
Fridays unlocked 8.30am, Locked at 3.00pm

Weekend the car park is kept locked.

Signage is on site advising the above times.

When the team arrives to lock the car park in the spring and summer months, they often have to ask parents to move their cars onto the drive so they can lock the car park, which can be difficult for them as they can't leave their children unsupervised so have to put them in the car and tend to leave at that point.

On other occasions, car owners have not been traced and the car park is left unlocked.

To **RECEIVE** recommendation from the Estates Manager.

**Play Area Repair Log**

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

Site Name	Asset Name	Fault Description and Date	Finding Notes	Action	Risk Level Before Action	Risk Level After Action	Estimated completion
St. Mary's Play Area	Pedal Roundabout	January 2021 Bearings and runners faulty from wear and tear	Beyond repair	Remove and supplier contacted for repairs (repairs not possible). Quotes received and E&C agreed to replace March 2020. Due to covid delayed.	Medium	Low	Due to delays with the supplier, three other suppliers have been approached.
Kingsgate Play Area	Zip Wire	May 2021 Timber support posts flex when zip wire in use	Concerns that fixing bolts are worn due to movement	Seat removed and second opinion sought. Advised this maybe beyond repair and company seeking clarification from zip wire specialists.	Medium	Low	RoSPA have confirmed a like for like zip wire replacement can be installed and would meet current regulations. An order is in the process of being raised with an expected timeline of January/February.

Brinsham Fields Play Area	Bridge	June 2021 Timber is decayed.	Concerns on fixing points in timber due to rot	Remove bridge. Estates Manager seeking further advice through RoSPA	Medium	Low	To investigate funding for works.
Witches Hat Play Area	Swing Basket	July 2021 Timber frame showing signs of rot	Top beam above the basket swing show signs of advanced rot.	Basket removed, supplier contacted and chased for a response as opinion of Estates Manager is that this timber should not rot as quickly.	High	Low	Due to the condition of the top timber beam, it has been confirmed this requires replacement. Quotes are awaited and funding has been identified with in budgets.
Peghill Skate Park	Fun box	August 2021 Damage & wear to surface of board along edge	The board to be replaced	The equipment is still useable, but the board requires replacing. Supplier contacted for quote regarding replacement.	Low	Low	To be included as part of the refurb as this piece of equipment may not be included in future plans.
Kingsgate Park Play Area	Gym Equipment	Hydraulic sleeper – issue with moving step platform could be bearing. Possible misses use	Investigate and repair	Proludic have been contacted and advised they will send an engineer to investigate.	Low	Low	Order placed for repair. Works expected November.

Longs Drive Play Equipment	Slide Platform	Signs of rot in the side rails of the platform	Investigate scope of repair	This unit has been removed in September due end of life expectancy. Funding has been identified and a replacement is expected to be installed January/February.	High	Low	January/February
Kingsgate Park	Low level timber unit	11.8.22 Signs of rot and damaged platform	Investigate repair and scope of works	Timber platform cordoned off Materials ordered	Medium	Low	Repairs completed
St. Marys Play Area	Trampoline	2.9.2022 Torn Trampoline mattress	Possible misuse/vandalism	Cordoned off 2.9.22 Replacement mattress ordered 7.9.2022	Medium	Low	Replacement Mattress completed



## **Environment & Community Venue report**

**Period Covering:** E&C Committee 20/09/22 – E&C Committee 08/11/22



### **Armadillo Youth Café & Venue**

#### **1. Successes**

- Youth:
  - Year 8 session opened in September, Year 8 sessions have not been offered by Armadillo for approximately 5 years. The introduction of these sessions has been well received;
  - We look forward to welcoming the newest members to our staff team this month including a new Senior Youth Coordinator and Youth Coordinator. If their appointments are successful, Armadillo will have a full staff team by December 2022;
  - Resilience of the staff team, particularly: responding to delivery changes, undertaking more responsibility to ensure the quality of the services remains high, covering absences and vacancies in the team, dealing with continuous issues of poor behaviour.
- Operations:
  - party and event enquiries have increased. We hope this will result in an increase in hire income at the end of the financial year.
  - The afternoon senior cinema session has seen an increase in new customers since September.
- All:
  - The Café income is increasing, equal to and on some occasions higher, than pre-pandemic income.
  - Café food and drink offerings have been updated to reflect the change in seasons, stock availability and price increases.

#### **2. Challenges**

- Behaviour (youth) - More than 100 young people attend Armadillo on an average night; frequently attendance is closer to 150 each night. A high number of attendees can result in increased instances of challenging behaviour. The venue staff have worked exceptionally hard to respond to challenging behaviour. They have strived to build trusting relationships with individuals who need behavioural and additional support. However, some instances of challenging behaviour

have put young people beyond the care and control of staff, and/or in breach of Armadillo's codes of conduct. These instances have resulted in "cooling off" periods, where young people are not able to attend Armadillo for a fixed period of time.

- A meeting with the police to discuss increased instances of challenging behaviour took place on 20/09/22. The PSCO team advised they have limited capacity to support the Armadillo, but when they are in the area, they will stop by;
- On Friday 7<sup>th</sup> October, session 1 (year 6 youth) was suspended due to an emergency in the venue. Following the emergency, the Community Projects Manager made a complaint to the involved hirer. The complaint has been acknowledged by the hirer and YTC has been assured those involved have been instructed on responsibilities. Armadillo have met with the hirer to create a safety plan, should such instances occur in the future.
- Price increases in café supplies - price increases have been mitigated, as much as possible, by creative/alternative menu offerings; thanks to the team for their frugal innovation!

### **3. Opportunities/ Future Plans**

- The following changes are in place at Youth Sessions from 31<sup>st</sup> October:
  - Year 7 and 8 sessions on Tuesday/ Wednesday/ Thursday will finish at 8.30pm. Session times were extended to 9pm in September; however, due to instances of challenging/poor behaviour increase from 8.30pm, and it is the belief of staff that a 9pm finish is too late for a social activity for 11-13year olds, on a school night. Reducing the session time will allow staff more time for essential reflection and planning (debriefing), cleaning/ stock management, cash handling, and any other essential admin (such as parental contact/incident reporting etc).
  - A 9pm close on a Friday (Year 8 session), is under review until the end of November. If behaviour incidents continue, Friday sessions will close at 8.30pm.
  - Year 8 will be allowed to leave Armadillo independently during a youth session. Carers can opt out of this process if they do not want their young person to leave. Armadillo receives a high number of requests at all sessions for young people to leave before the session ends. This take a significant amount of staff time and resources away from the session delivery (staff must leave their posts to sign out young people and talk to carers). This is no longer feasible for Year 8, where the requests are highest;
  - Year 7 can be given parental consent to leave sessions independently.
- October to December:

- raised stage area will receive a fresh brighter coat of paint and the space will be reconfigured to benefit youth and hirer activities;
- kitchen will see new shelving and storage to create a more practical user-friendly space.

#### 4. Service Updates

- On 21<sup>st</sup> October and between 25<sup>th</sup> and 28<sup>th</sup> (half term week, excluding LLD session) due to staffing resources, the youth team undertook essential admin and detached work in the community, with the aim to meet new groups of young people not currently accessing youth provision.

#### 5. Youth Sessions Update

- Youth attendance remains high for September and October, with an increase in year 7 and year 8, following the introduction of the new year 8 session.
- The chart below shows this September had the highest attendance recorded, in the last 5 years.

#### 6. Youth Attendance

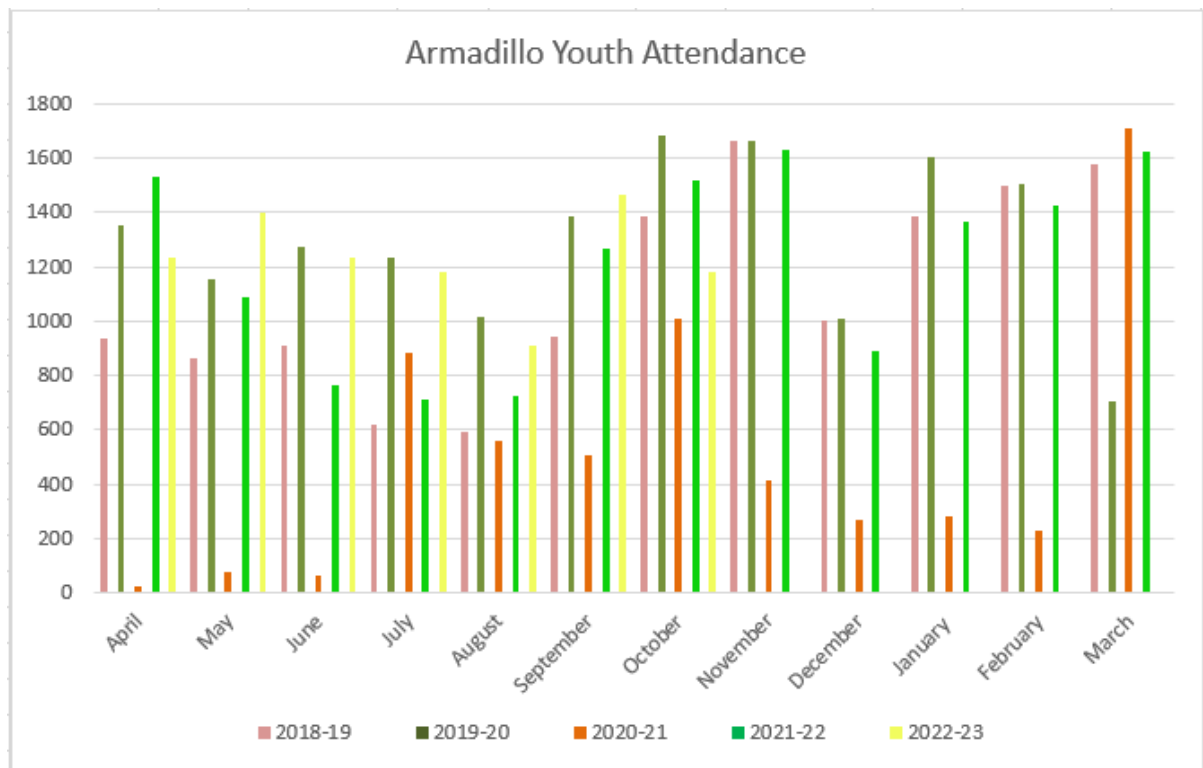
**Table 1: Youth Attendance for reporting period:**

Month	Attendance
September	1466
October	1180

**Table 2: Youth Attendance 2018-2022**

2018-19		2019-20		2020-21		2021-22		2022-23	
April	936	April	1351	April*	22	April	1528	April	1232
May	865	May	1153	May*	77	May	1091	May	1397
June	907	June	1271	June*	67	June	763	June	1234
July	617	July	1232	July**	886	July	712	July	1183
August	590	August	1014	August**	557	August	726	August	912
September	946	September	1386	September	509	September	1267	September	1466
October	1384	October	1684	October	1008	October	1518	October	1180
November	1662	November	1666	November	415	November	1630	November	
December	1001	December *	1006	December	270	December	890	December	
January	1384	January	1602	January	280	January	1364	January	
February	1495	February	1503	February	230	February	1426	February	
March	1576	March	706	March	1708	March	1622	March	
	13363		15574		6029		14537		8604

**Graph 1: Youth attendance 2018-2022**



### **The Pop Inn Café**

#### **1. Successes**

- Tuesday 18<sup>th</sup> October 2022 saw the busiest day since reopening in May 2021, with a total of 68 customers!
- Three new volunteer applications have been received and accepted;
- New food offerings including country and carrot slices have been very popular;
- Following the conclusion of the Yate Heritage Trail, the Pop Inn Café was given an 'A' board which has allowed for the venue to advertise its offering outside the café, with the aim to attract new customers and volunteers;



- A new format for the “daily report” (method of signing in to work for volunteers and communication from volunteers to staff) has been created to reduce paper waste;
- An advert for the café and volunteers was placed in the Boundary Magazine. Since the ad was published, the café has seen an increase in footfall, and volunteers have reported lots of new customers.

## **2. Challenges**

- The application to the Age UK Community Boost Fund, for funding to support “pay what you can lunches” was unsuccessful. Staff will review other sources of funding internally and externally that may be used to support these popular and much needed social events;
- On a few occasions, hirers have left the building in an unacceptable condition. The PIC team worked with bookings to design a poster, communicating expectations of venue use by hirers;
- Additional card machine training has been provided to volunteers.

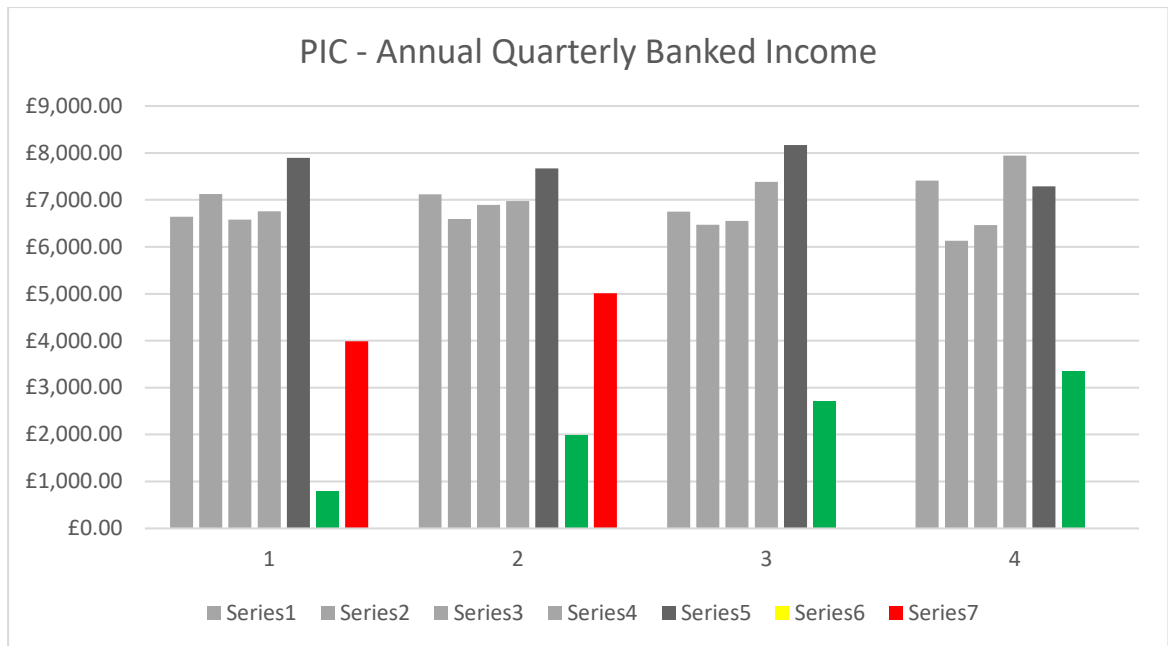
## **3. Opportunities**

- Research more funding options available for additional projects, service/facility improvements at the Pop Inn;
- Following the success of the Jubilee Big Lunch in the summer, the Assistant Venue Operations Officer is looking at holding a Christmas Lunch;
- Dementia Café development in progress;
- Yate Ageing Better Health and Wellbeing Festival 2023; development in progress.

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

- AGM was held on the 26<sup>th</sup> October 2022 at 2:30pm at the Pop Inn Café;
- Income has increased, on each quarter of the financial year, as demonstrated in graph 1.

### **Graph1: Pop Inn Cafe Income**



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

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

- The Bath Textile display grew in popularity in the second half of September and finished as one of the most successful applied displays at YHC. Numerous textile cards were purchased from the exhibition group, by visitors of the exhibition.
- The GCSE Yate Academy Art Exhibition has demonstrated that YHC has maintained good links with local schools. This is the second school art display this year.
- Both re-scheduled Heritage Open Walks took place in October, they proved popular with between 15 and 20 participants taking part in walks around the Northern fringe of Chipping Sodbury, North Road and Engine Common. There were requests for more walks of this kind, to be explored by officers and volunteers.
- The YHC volunteer staff welcomed a surprise Saturday visit from 34 local Cub Scouts. The scouts were able to enjoy the handling artefacts and dressing up box and an impromptu quiz was set up by the volunteers on duty – thanks to



the volunteers for making this impromptu visit enjoyable!

- This Is Your Heritage Indian Stories Celebration event for Diwali, attended by more than 500 people, showcased Indian performing arts and performances by exhibition contributors. The event was a huge success and YHC hope to be involved in future cultural exhibitions with the Arts Council England and South West Museums Group.

Images include:

- Lanterns designed and created by Southern Brooks Diwali project in Bradley Stoke (with Bradley Stoke primary schools);
- A Diwali Blessing with AICA Chair Shiv Sharma, SGC Councillor Sanjay Shambhu and exhibition contributor Alka Mehta-Graham;
- Puppet theatre performance from Same Same Bristol, exhibition contributor Maria Coelho;
- Free activities for participants including henna and Rangoli sand art, traditional activities of Diwali celebrations;
- Balgokulam, a play about Rama by a local theatre group





## 2. Challenges:

- Cancellation of the International Festival due to the death of the monarch, caused the loss of fundraising opportunities for community groups, including the YHC Friends, who raise funds directly for the YHC lecture series. It is hoped past fundraising efforts will enable the talks to continue. The YHC Friends have asked to have a Christmas coffee morning at the beginning of December, the first since lockdown.
- Most funding granted to the 2022 International Festival can be deferred to 2023.





- YHC had hoped that the SGC street trading licencing restrictions, that restrict the sale of items at free community events, would be resolved in November 2022. The review of the SGC policy has been rescheduled, post May 2023 elections. Organisations are entitled to one event per year, where licencing restrictions are waived. YHC is likely to make its free event, St Georges Day 2023.

### **3. Opportunities/Future plans:**

- Working in partnership with Armadillo and the Pop Inn Café, to market and promote YHC events and activities;
- YHC is liaising with some Home from Home artists, to explore a potential wassailing event, which could form part of a Christmas Carol evening at YHC.
- South-West Museums Development have approached YHC, to do an Organisational Health Check. YHC would be only one of twelve museums in the south-west taking part in the project. This would offer YHC an opportunity to review procedures in line with best practice, and would be a valuable development opportunity for staff and volunteers.
- YHC is collaborating with other museum organisations in South Gloucestershire, to undertake a railway history project, planned to commence in Autumn 2023. It is hoped, this project would be funded by a SGC Area Wide Grant.
- The new YHC logo is now being used on all publicity.
- Although loans boxes have remained the lynchpin of the education service, more schools are looking to visit YHC. After the October holidays, Abbotswood and Rangeworthy Primary School are paying visits to YHC for history sessions.
- A Friends Christmas Coffee Morning is planned for the 3<sup>rd</sup> of December. The YHC Christmas Party is scheduled for Friday the 16<sup>th</sup> of December at 1pm. Everyone invited!

#### 4. Visitor Figures

- Table 1: YHC Visitor Figures (2022 to date)

Date	Public Visits YHC	Lectures	School holiday workshops	Other Outreach (tours, walks etc)	Education (loans boxes)	Digital (social media engagement)	Public events	Overall figures (all visitors)
01/01/2022	194	19	0	0	162	403	0	778
01/02/2022	106	35	26	15	26	407	0	615
01/03/2022	221	36	0	40	80	474	0	851
01/04/2022	131	15	73	9	90	649	983	1950
01/05/2022	100	60	0	21	90	515	0	786
01/06/2022	161	88	19	0	90	829	402	1589
01/07/2022	86	18	0	0	90	758	249	1201
01/08/2022	85	0	72	16	0	210	0	383
01/09/2022	161(4)	0	0	21	100	269	0	
<b>Total</b>	<b>1084</b>	<b>271</b>	<b>190</b>	<b>101</b>	<b>628</b>	<b>4245</b>	<b>1634</b>	<b>8153</b>

Table 1: Action Plan (Nov 2022)

Current Project Actions	Staff/Department Allocation	Timeline for completion	Status - pending, in progress, completed	Associated Costs and Budget
contact with Yate Station Master/ GWR to explore possibility of funding foamex display boards to be attached to the railings at Yate Station	LR	TBC	awaiting response from GWR, education fund has closed, request sent to GWR education to ask if they would fund boards outside Yate Station and Loans box for YHC	£500 requested from GWR
Shorten/ repurpose stone wall to side of YMCA, once ramps have been installed- if required	PJ	November	Quotes in progress, to include ramp design which will indicate how much of the wall to remove	MAF funding for ramp. To remove the wall £100 from YTC budget, Estates
x3 recycled plastic and steel bench seat (Wybone RPS/5) for Station Road locations to be agreed with Members	PJ	November	SGC confirmed permission for 2 locations including totem pole and outside whirlpool (now installed). PJ negotiating new location for third bench outside B&Q	WBF budget
a draft version of hire paperwork be prepared and circulated with Old Yate Sub-Committee Members, before the next Sub-Committee meeting (to be doodled for mid-August) for Member feedback.	LC	end Nov 2022	Pending officer capacity	N/A
canvas artwork - queens jub	LR	end of Nov 2022	materials provided to LPW Oct	N/A

X2 murals on the outside of the Parish Hall committee room, spreading onto the adjoining outer wall and a second, featured on the old 'mill doors' on the rear of the YMCA (to feature bees to promote bee friendly planting along Station Road)	LR	Spring 2023	artist brief in draft	£1600 allocated in budget
Install the SGC bee artwork back in the rear YMCA garden (subject to SGC donating it to YTC)	LJ/ PJ install only	collection date TBC	KL has updated 3 weeks to get the bee to us for the YMCA estimated arrival 24th	£50 from YMCA Project Budget

**Table 2: Old Yate Budget to date (Nov 2022)**

BUDGETED INCOME			BUDGETED EXPENDITURE			
Date	Description	Anticipated Income	Description	Anticipated expenditure	Paid	balance
01.12.2021	Welcome back fund ER Project Support 349 - agreed	10,000	1 Parish Hall defib & delivery	1,343.20	1343.20	0.00
2021/2022	E&C 7.4 21/9 ER YMCA 471 - agreed	808.86	2 Shortfall for DDA door internal transfer 4842/4852	402.27	402.27	0.00
2021/2022	E&C 7.4 21/9 Additional funding agreed to be spent by	9,191.14	3 2 x queen jubilee benches & additional delivery	2,200.00	2200.00	0.00
31.03.2022	31.03.22 Community brightside - PPE	7,600.00	4 Hanging baskets	800.00	800.00	0.00
10.02.2022	Recycled planters CIL funding	500.00	5 Orchard trees and associated access	245.83	245.83	0.00
2021/2022	2021/2022	6,164.79	6 Community Jubilee bunting	497.77	497.77	0.00

2021/2022	Remainin g budget from YMCA	125.41				
7	X8 Flagpoles and 8 flags	1,721.95	1721.95	0.00		
8	x8 reworked hexagonal planters (2292.40)	2,292.40	2292.40	0.00		
9	Soil order from Raycox	2,130.00	2130.00	0.00		
10	X2 6ft x 6ft raised beds for the YMCA rear garden	459.00	459.00	0.00		
11	Jubilee Picnic Bench	972.50	972.50	0.00		
12	10 x hanging baskets	108.45	108.45	0.00		
13	Wybone benches and brackets	3,001.41	3001.41	0.00		
14	Art work items	289.33	289.33	0.00		
15	Jubilee Flags (Leigh Maydew order)	150.00	150.00	0.00		
16	Leigh Maydew order badges	185.42	185.42	0.00		
17	Leigh Maydew order bags	125.83	125.83	0.00		
18	A-boards and craft items	447.55	447.55	0.00		
19	Additional flag order	150.00	150.00	0.00		
20	Bio-degradable stickers	44.17	44.17	0.00		
	Metal Fence relocation	2,750.00	0.00		2,750.00	
	New Fence	6,850.00	0.00		6,850.00	
	YMCA C/B'Side planters & Plants	500.00	465.00		35.00	
	Yate Heritage Trail	211.23	211.23	0.00		
	Bike Letter Press Workshop	400.00	400.00	0.00		
	Self closing accessible Gate	1,500.00	0.00		1,500.00	
	Mural	1,600.00	0.00		1,600.00	
	YMCA replacement flooring	2,200.00	2200.00	0.00		
	Baby Change Unit	146.96	146.96	0.00		
	Toilet seat	29.51	29.51	0.00		
	Branding and Marketing	150.00	0.00		150.00	

		Canvas outline	400.00	0.00	400.00
34,390.20		34,304.78	21019.78	13,285.00	

-£ 85.42	Minus is under budget
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Anticipated

Ordered

**NOTES OF THE MEETING TO DISCUSS THE YATE TOWN COUNCIL AND SOUTH GLOUCESTERSHIRE COUNCIL CONTRACTS WITH LEARNING PARTNERSHIP WEST, RELATING TO YOUTH PROVISION IN YATE FROM APRIL 1<sup>ST</sup> 2019 - 31<sup>ST</sup> MARCH 2024 HELD ON 13<sup>TH</sup> OCTOBER 2022 FROM 2PM-3.30PM AT POOLE COURT, YATE.**

**Attendees:** Councillors Tony Davis and Chris Willmore, Community Projects Manager, Community Projects Officer, Community Support Assistant (FT) – Yate Town Council  
Commissioning Officers (Sharon Adams and Claire Lilly) – South Gloucestershire Council

**1. Welcome**

Introductions were made.

**2. Apologies for Absence**

No apologies were received.

It was **NOTED** that:

- a. Yate Town Council (YTC) and South Gloucestershire Council (SGC) were disappointed that Learning Partnership West (LPW) were absent from the meeting and no apologies had been received;
- b. SGC Officers will contact LPW, to reaffirm the importance of their attendance to partner meetings.

**3. General update on provision from LPW:**

It was **NOTED** that the following service updates from LPW had not been received:

- a. Provision updates:
  - i. Service challenges / changes inc
    - 1. Health/ safety/ safeguarding
    - 2. St Nicholas Community Centre
  - ii. Staffing/ recruitment
  - iii. Feedback from young people
  - iv. Feedback from LPW delivery teams
- b. Service improvement proposals / ideas
- c. Winter provision – what is LPW offering?
- d. Funding updates

**4. Yate Town Council youth provision update (Armadillo)**

- a. recruiting for a Senior Youth Coordinator, and Youth Coordinator. Community Projects staff are covering vacancies to ensure provision remains open.
- b. will be closed and the youth team will be on detached in the community, week commencing 24<sup>th</sup> October (half term).

## 5. South Glos Council Youth Commissioning update (provided by Sharon Adams and Claire Lilly)

- a. Youth commission consultation
  - i. consultation survey closed at the end of August, 78 responses were received;
  - ii. A consultation event with young people and youth work staff is due to take place 13<sup>th</sup> October;
  - iii. A lack of rural provision was identified.

- b. Youth commissioning process

SGC hope to obtain approval for funding of Youth provision in November 2022, and obtain permission to procure the contract starting April 1<sup>st</sup> 2024 by January 2023.

- c. Youth provision in Chipping Sodbury, following withdrawal of LPW.

LPW are commissioned to provide URBIE detached youth work in Chipping Sodbury, from April 2022.

- d. General updates

- i. Southern Brooks are delivering an *Introduction to Youth Work* course. Future courses may be taken on by Creative Youth Network.
  - ii. Creative Youth Network is talking to City of Bristol College and Gloucester University, about reinstating the Youth Work Degree.
  - iii. Southern Brooks have returned youth work contract for Patchway, now delivered by FACE.

## 6. Collaborative working opportunities

- a. Warm welcome (YTC), it was **NOTED** that:
  - i. YTC are working with community groups and organisations to offer warm spaces, across Yate and the locality, for those vulnerable to the cost of living crisis to access free, open access warm facilities. Some facilities will offer free activities, food and refreshments.
  - ii. The programme continues to expand and new partners. The "Warm Welcome Guide" will be republished at the beginning of each month;
  - iii. YTC have contacted several SGC departments (libraries, public health and community spaces), to offer their inclusion in the guide, to date no response has been received;
  - iv. YTC to contact schools, regarding provision for children between school ending and youth provision starting, will ask:
    - 1. can schools over warm spaces



2. are additional resources are needed for schools to participate in WW.
- b. Yate Town Council to send the “Warm Welcome Guide” and promotional material to Youth Commissioning Officers;
  - c. St Nicholas Community Centre, it was **NOTED** that:
    - i. SGC Commission have requested support from Property Services, with funding and resources to support community venues in poor condition, to safeguard community provisions where they may be at risk of closure due to building conditions;
    - ii. YTC Councillors met representatives of St Nix, to share and review urgent concerns about health and safety;
    - iii. while necessary works are undertaken to meet health and safety requirements at St Nix, LPW & YTC youth provision has been relocated to YMCA on Station Road;
    - iv. feedback from young people attending the relocated provision would be useful when considering ‘next steps’ regarding St Nix;
    - v. YTC are working with Yate Parish to explore venue sustainability and forward plans for refurbishment;
    - vi. Other facilities in South Yate have been reviewed, it would be best for LPW to remain in South Yate however:
      1. Community centre Medway in Shireway is closed;
      2. Relocating to venues in Dodington would take provision out of Yate, and would be an equal travel distance from the YMCA;
  - d. Marketing:
    - i. Warm Welcome
      1. SGC to contact colleagues in public health to chase YTC enquires regarding general and Children and Young people’s spaces, for Warm Welcome Guide;
      2. SGC support promoting the Warm Welcome would be very helpful.

## 7. Dates for next meetings

Meet and greet to be arranged in January 2023, for Town and Parish Councils to meet and discuss youth provision.

# NOTES of the meeting of the members of Yate Town Council's Events Sub Committee held on Wednesday 12<sup>th</sup> October 2022 from 11.30am to 12.45pm

## **Present:**

Councillor John Ford – Yate Town Council

Rob Goodwin- Re-energize

Estates Manager, Service Support Officer and Heritage Officer - Yate Town Council

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

Councillor John Ford was elected chair of the meeting.

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Yate Town Councillors Mike Drew, Cheryl Kirby, Alan Monaghan and Karl Tomasin. Apologies were also received from Judith Cameron (Friends of Kingsgate Park).

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

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

## **4. ANNOUNCEMENTS**

It was **NOTED** that following the announcement from Buckingham Place on Thursday 9<sup>th</sup> September 2022 that Queen Elizabeth II had passed away, the Event Sub-Committee meeting scheduled to take place on 12<sup>th</sup> September 2022 was cancelled.

## **5. NOTES OF THE EVENTS SUB COMMITTEE MEETING HELD ON 7<sup>TH</sup> APRIL 2022**

The notes of the Events Sub-Committee held on 7<sup>th</sup> April 2022 were received and **NOTED**.

## 6. QUEENS PLATINUM JUBILEE CELEBRATIONS 2022

### a) Beacon Lighting Event

The following was received and **NOTED**:

<b>Item 6a. Beacon Lighting Event</b>	Verbal feedback from Service Support Officer included: <ul style="list-style-type: none"><li>• Event was well attended with people arriving throughout the evening</li><li>• There was a good variety of entertainment</li><li>• For future events:<ul style="list-style-type: none"><li>○ More signage around the site and local area to direct people to the beacon and to encourage safe parking;</li><li>○ Additional sound system to amplify sound throughout the site.</li></ul></li></ul>
	Income and expenditure of the event (Appendix 1)
	All participants (Parish Leaders, Air Cadets, Piper, Boys Brigade Marching Band and Rock Choir) were sent letters of thanks for their participation in the event,

### b) Platinum Jubilee Community Event and Picnic

<b>Item 6b. Platinum Jubilee Community Event and Picnic</b>	Verbal feedback from Heritage Officer included: <ul style="list-style-type: none"><li>• Event was well attended</li><li>• There was a variety of entertainment at the event including local bands and storytelling sessions</li></ul>
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## 7. YATE ROCKS! IN KINGSGATE PARK

### a) Yate Rocks! 2022

The following was received and **NOTED**:

<b>Item 7a. Yate Rocks! 2022</b>	Verbal feedback from Re-Energise included: <b><u>Saturday 25<sup>th</sup> June 2022</u></b> <ul style="list-style-type: none"><li>• One of the best festivals with no problems arising throughout the weekend</li><li>• 2<sup>nd</sup> best attended event</li><li>• There were:<ul style="list-style-type: none"><li>○ 9 rides</li><li>○ 9 drink and food units</li><li>○ 7 paying stalls</li></ul></li></ul>
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	<ul style="list-style-type: none"> <li>○ 5 community stalls</li> <li>• A total of £2335 was received via donations</li> <li>• Fire brigade and Air Cadets did not attend the event</li> <li>• Dance competition went down well and included prizes</li> </ul> <p><b><u>Sunday 26<sup>th</sup> June 2022</u></b></p> <ul style="list-style-type: none"> <li>• 2 junior choirs and 4 senior choirs attended and performed at the event <ul style="list-style-type: none"> <li>○ Choir Jam were unable to attend this year</li> </ul> </li> <li>• There was good attendance at the event</li> </ul>
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It was **NOTED** that an email had been received from a local resident with feedback which included:

- Alternative suggestions for music genres;
- Different selection of food vendors

Re-energise to take these suggestions forward in plans for future events.

#### b) **Yate Rocks! 2023**

The following verbal update was received and **NOTED** from Re-energise regarding preparations for the Saturday event of Yate Rocks! 2023:

- Poster for event will be circulated for approval
- Climbing wall (in conjunction with either scouts or guides)
  - Professionals will be there at all times

The following was discussed and agreed:

- Keep a gazebo and bbq zone in the park away from the main stage
- Charity buckets will be in the Yate Town Council tent to ask for donations towards the Mayor of Yate's chosen charity
- A local artists' CD was played and it was agreed they would take the opening slot for the 2023 event

The following verbal update was received and **NOTED** from Re-energise regarding preparations for the Sunday event of Yate Rocks! 2023:

- Format of the event will stay the same with Praise in the Park opening the event
- Additional junior choirs have been contacted to take part
- 4 – 5 senior choirs will be contacted to take part

The income and expenditure for Yate Rocks! 2022 was received and **NOTED** (Appendix 2)

It was **NOTED** that there are concerns that the total cost of the event will increase in

2023 with outside companies/suppliers increasing their prices and it was agreed to request that the 2023 Events budget be adjusted to reflect this.

c) **Purchase additional events uniform using a maximum of £600 from remaining Yate Rocks! 2022 budget**

It was **RESOLVED** that any money remaining from Yate Rocks! 2022 budget will be used to purchase additional events uniform for staff and volunteers.

d) **NOTED** that the following was resolved at Environment & Community Committee meeting on 28<sup>th</sup> September 2022:

- Councillor Chris Zapata, from Dodington Parish Council, will be contacted regarding funding for the event
- Yate Rocks! 2023 will take place on Saturday 24<sup>th</sup> & Sunday 25<sup>th</sup> June 2023

## 8. **CORONATION OF KING CHARLES III**

It was **NOTED** that the coronation of King Charles III will take place on 6<sup>th</sup> May 2023. The lighting of the beacon was discussed as a possible event to mark the coronations. It was **AGREED** to monitor whether there are any national events planned and to ensure adequate staff availability in advance of agreeing any event.

## 9. **YATE & DISTRICT HERITAGE CENTRE**

The following verbal update was received from Heritage Officer and was **NOTED**:

International Festival 2022	<ul style="list-style-type: none"><li>• Cancelled due to a national period of mourning</li><li>• An area-wide grant, which was awarded to the event, has been deferred to next year</li><li>• Currently awaiting confirmation from South Gloucestershire Councillors that their Member Awarded Funding can be deferred to next year<ul style="list-style-type: none"><li>○ If unable to deferred, then will request that the funding goes towards St George's Day celebrations in 2023</li></ul></li></ul>
Christmas Carols on the Green	<ul style="list-style-type: none"><li>• Event will take place on Tuesday 13<sup>th</sup> December 2022</li></ul>

Upcoming Lectures/Exhibitions/Projects	<ul style="list-style-type: none"> <li>• Family History Day will take place on Saturday 15<sup>th</sup> October 2022</li> <li>• Archaeology Finds Day will take place on Saturday 5<sup>th</sup> November 2022</li> <li>• Wassailing (home from home) project is currently underway in conjunction with the Ladden Garden Village Arts co-ordinator following a request received.</li> <li>• A folk evening is being planned for July 2023</li> </ul>
St George's Day Celebrations 2023	<ul style="list-style-type: none"> <li>• Event will take place on 22<sup>nd</sup> April 2023</li> <li>• The event has received a £500 council grant</li> </ul>
International Festival 2023	<ul style="list-style-type: none"> <li>• Event will take place on Friday 16<sup>th</sup> June 2023</li> </ul>

## **10. CHRISTMAS CAROL EVENTS 2022**

### **a) "Carols in the Park" at Kingsgate Park**

The following date has been proposed for the event: Friday 9<sup>th</sup> December 2022.

### **b) Dates of any other Christmas Carol Events**

Yate Heritage Centres' "Carols on the Green" will take place on Tuesday 13<sup>th</sup> December 2022.

## **11. GARDENING COMPETITION**

In the absence of Councillor Jane Price who requested this item be added to the agenda, this matter to be considered at a future meeting.

## **12. DATE OF NEXT MEETING**

To be confirmed via the circulation of a doodle with dates around mid January 2023 (11<sup>th</sup> / 12<sup>th</sup> January 2023).



## Her Majesty Queen Elizabeth II Platinum Jubilee - Beacon Lighting Event

**Income**

Jubilee Grant	1500
YTC budget	3510

<b>Total</b>	<u>£5,010.00</u>
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**Expenditure**

Walkie Talkie Radio licence	£75.00
TEN licence	£21.00
Water	£2.97
First aid cover	£130.00
Lighting	£150.00
Cut/flail Tylers	£350.00
Beacon loading	£95.00
Piper	£350.00
Sound System	£382.50
Torch s	£34.99
Choir	£100.00
Staffing BH costs *	£1,580.00

<b>Total</b>	<u>£3,271.46</u>
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£ 176.70

£ 164.49

£ 164.84

£ 136.10

£ 152.78

£ 103.23

£ 149.78

£ 155.83 Ers NI 13.89 ers Pension 17.5%

£ 1,203.75 £ 166.12 £ 210.66 £ 1,580.52 \* staffing costs

**Yate Rocks****Code 4537/512**

<b>Income</b>		<b>Expenditure</b>		
<b>Description</b>	<b>Anticipated Income</b>	<b>Description</b>	<b>Paid</b>	
Ice cream van donation	230.00	Event Management Fees	13,370.00	
		Music Licence (Saturday)	640.32	
Re-energize donations	2075.00	TEN Licence	70.00	
		Craft items	88.00	
		Music Licence (Sunday)	59.00	
		flower pots ( fancy dress prize)	16.30	
		Merediths - Brown tape	1.83	
		Unlock park	82.50	
		Craft items	15.60	
		Craft items	12	
		Staff refreshments (water)	10	
	<b>£2,305.00</b>		<b>14,365.42</b>	


Budgeted Expenditure	Actual Expenditure (	Balance
£15,000	£12,060	£2,940

# List of Outside Bodies with Yate Town Council Representatives

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

Name of Outside Body	Meeting date	Date minutes Circulated	Date of next meeting
Abbotswood Action Group - Dissolved May 2022 <i>Alex Swatton remains as Com Dev Worker for Abbotswood &amp; Cranleigh Court</i>	26.04.21 AGM	Minutes not yet received	22.09.21
Community Engagement Forum	20.1.22 14.04.22	10.02.22	
Fairtrade South Gloucestershire	16.03.20		
Friends of Brinsham Park	30.11.21	Minutes not yet received	
Friends of The Common Group disbanded	19.05.20	Minutes not yet received	
Friends of Kingsgate Park	27.06.2022 (AGM) 26.09.22 10.02.22		
Friends of Ridge Woods <a href="http://Documents(ridge-wood.org.uk)">Documents (ridge-wood.org.uk)</a>	05.05.21 (AGM) 20.9.22	31.10.22	11.01.23
Frome & Ladden Vale Environmental Link	19.03.20	Minutes not yet received	tba
Hanson Liaison Committee	13.05.21 6.10.22	01.09.22	tba
Healthwatch South Gloucestershire from 1.10.19 contract taken over by Healthwatch North Somerset	Not yet advised	tba	tba
Heritage Centre Extension Working Group – <i>This group reports under Heritage Centre Officer's Report</i>	tba	n/a	tba
Priority Neighbourhoods – Yate & Dodington Community Lead Group	12.05.22 13.10.22	07.10.22	
River Frome Forum (New) (inc River Frome reconnected & Avon Frome partnerships)	07.04.22 7.07.2022	Minutes no yet received	
Shopmobility	03.12.20	Minutes not yet received	tba

Sodbury & Yate Business Association	15.12.21		tba
South Gloucestershire Community Cohesion Steering Group (added 25.6.20)	tba	n/a	tba
South Glos Dementia Alliance	This group is active but does not circulate minutes.	None received	tba
South Gloucestershire Museums & Heritage Partners	05.06.19 24.03.21 6.10.21	Minutes not yet received.	
South Glos Youth Housing (SGYH)  "As of Wednesday 3rd June 2020 SGYH will no longer be in the Yate and Chipping Sodbury area (only based at Parkview Kingswood). A company by the name of CCP will be based at Southwold House and Andrew Millman Court."	Updates requested but not forthcoming		tba
South Gloucestershire & Learning Partnership West	tba		tba
Town and Parish Council Forum	05.04.22 13.07.22	Circulated 12/7/22	
Yate Community Association			tba
Yate & District Twinning Association	1.10.21 7.10.22 AGM		
Yate Children's Advisory Centre	Advisory Boards meetings postponed until further notice	n/a	n/a
Yate Oral History Group	09.01.20 13.02.20 13.1.22	Minutes not yet received	
Yate Community Plan	01.03.21 02.03.22	23.03.21 10.03.22	tba
Yate Genieri Link	20.07.22	Circulated 29/7/22	7.9.22
Yate Town Centre Strategy Group	31.1.22 24.10.22		

# Minutes of the Yate Town Centre Strategy Group meeting held on 24<sup>th</sup> October 2022 from 6.00pm to 7.00pm, at Poole Court, Yate

## **Present:**

Councillors: Tony Davis, Karl Tomasin (Chair) (Yate Town Council)  
 Councillors: Christine Howard, Jean Thomas (Dodington Parish Council)  
 Councillors: Ruth Davis, Claire Young (South Gloucestershire council)  
 Dan Bramwell, Andy Lowrey, (Yate Shopping Centre)  
 Gabrielle Suddell (Yate Library)  
 Dean Barney (Circadian Trust)  
 Claire Jagged (My Yate)

## **1. Apologies:**

Councillors: Cheryl Kirby, Wully Perks and Chris Willmore, (Yate Town Council)  
 Councillor Chris Zapata (Dodington Parish Council)

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

No declarations of interest were received.

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

The minutes of the Town Centre Strategy Group meeting held on 25<sup>th</sup> July 2022 were approved as a true and accurate record.

## **4. Circadian Trust**

Yate Leisure Centre will be getting a new manager in a month, due to things getting busier with a clear handover to be provided. Future manager will be encouraged to attend Yate Town Centre Strategy meetings.

- Swimming lessons have 1,900 children registered. Recruitment of lifeguards and swim teachers is an issue. Representative from My Yate offered assistance with this;
- Health and Fitness approximately 3,500 members;
- Working on getting members back to pre-Covid numbers;
- Events have started up again and future plans are to host more;
- Energy prices are a concern, electric is due for tender next year;
- As a group the trust is working hard to reduce carbon footprint;
- Questions were asked about the options for exercise classes for the older person who doesn't want to/are nervous to use the gym. The Centre Manager confirmed there are classes available, such as the seated pilates

and walking football, and it was advised that the community program will be reviewed to make sure it is available to all.

## **5. Yate Shopping Centre Management Team**

The Shopping Centre is 8 Months into new ownership.

New owners are working hard in the background to refinance and secure funds to allow future investment in the Town. Current focus is to create a steady and secure income and they are working on filling the vacant units.

Communication between the management and new owners is good, with regular phone calls and meetings.

New shops include:

- Tanning Studio
- European Supermarket
- What! Christmas Shop (3 month temporary lease)
- Calendar Club (3 month temporary lease)
- Possible shoe shop

Footfall has seen a 6% decline which is also due to changes in shopping habits. People going once a week spending big rather than multiple times with little purchases.

Summer events were successful.

Halloween pumpkin carving taking place on 28<sup>th</sup> October.

Christmas 2022 preparation is underway with seasonal change over currently taking place.

Roundabouts and planters have had winter flowers/foliage put in.

Christmas decorations including the grotto will be going up. There will be no parade this year, instead a day of activities on 26<sup>th</sup> November with the Christmas lights switch on taking place at 5pm.

Currently the shopping centre are working closely with the police regarding antisocial behaviour, 3 security guards have been assaulted in 6 weeks. Staff have received advice from the police on what they can/cannot do. Every instance which happens is logged and all CCTV is being sent to the police.

The antisocial behaviour is the worst it has been for a few years.

Work has taken place on making the shopping centre a more dementia friendly area, with colour coded bins and planters down each walk. The Chair expressed his thanks to the shopping centre team for their work on improvements for the community.



Thanks were also given from the Leisure Centre (Circadian Trust) as the security team have been a great help with anti-social behaviour they have experienced.

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

Reported in Yate Shopping Centre Management Team, Item 5.

## **7. Yate Library**

The summer reading challenge had the best ever uptake but numbers completing the challenge were lower.

Macmillan Coffee morning was attended by the Mayor of Yate and raised more than £200.

Currently the Library will not be providing additional times (other than current opening hours) to provide a warm welcome. However, if demand for it increases then it will be reviewed.

'Reading well for teens' launched this month and there are now books suitable for teens in every library, The collection has been built to help young people cope with feelings, handle difficult experiences and boost confidence. The launch took place on Facebook [\(2\) South Gloucestershire Libraries | Facebook](#).

Upcoming events in Yate library:

- Author Milly Johnson 29th October, ticketed event sales going well;
- Energy advice session 28th November 2022

Library car park change: Following issues that the van drivers are having parking and maintaining the library vehicles, two of the allocated staff parking spaces are being hashed to allow better access.

Question was asked to library representative regarding footfall, with the response confirming numbers are down but not by much, standard fiction rental is down. Computers and photocopier are in demand.

## **8. Yate Town Council updates**

Venue report previously received at Environment & Community Meeting on 20th September 2022

Chair to speak with Yate Town Council Warm Welcome team regarding advertising and making accessible places more visible to save embarrassment to alleviate stigma of people using them. Posters were passed to Shopping Centre manager for display.

## **9. Dodington Parish Council updates**

Future plans include:

- Carol Concert
- Brass on the Grass – Next year
- Parish Hall is now empty, looking at ways to use it.

It was confirmed that feedback received showed that not many knew about this year's 'Brass on the Grass' event. Advertisement for next year needs to be reviewed.

## **10. Town Centre Matters**

No updates to report

## **11. Avon Fire and Rescue**

No updates to report

## **12. Avon & Somerset Police Sergeant**

No update received.

Yate Shopping Centre representative commented that a new Sergeant has been appointed and they are working closely with them on the current anti-social behaviour.

Their resources are stretched so things are taking longer to action/progress.

## **13. Future Meeting Date and Time**

Doodle to be sent out (Quarterly meeting).

**EV Strategy: Yate TC Response. 2022.****1. Vision**

The vision needs to be stronger, and to be clear this is part of a total modal shift. The vision should be to ensure everyone has access to an electric charging point suitably located for them in relation to home /place of work to enable them to switch to electric. But should also see this in the context of electric bikes, mobility scooters, bikes of all kinds, public transport etc etc. It is about creating hubs for all these different things and giving them the space and conditions they need.

A one mile target excludes the rural areas of South Gloucestershire, all of whom would be in the 8% that would not be within a mile. So instead, we need a vision which includes ALL of South Gloucestershire.

But also the one mile test has been shown not to work. The Yate Park and Ride is within a mile of Yate Town Centre, but is little used, because it feels isolated and is in the wrong place. The test is not how far from homes the charger is, but whether it is somewhere people can go to charge their vehicle and feel safe (because they can walk home quickly and safely for those who can walk, or so they can shop, work or have a coffee somewhere safe whilst it charges etc). To use distance as opposed to these other values fails to understand what people need when charging an EV vehicle.

The current vision talks only of 'council-owned' charging points. Again, that limits the vision. The Council needs to work with town and parish councils, businesses and others to ensure there is a network that provides access to charging at a point close enough to home / place of work to enable them to switch to electric. It is limiting to focus the vision on council-owned charging points or Council owned land. We are in this together and need a shared approach.

Our vision is of a network of charging options

- Some will opt for home charging for convenience and as the cheapest option
- A stronger network of sharing home chargers in a village or community with neighbours
- Communal charging provided by a range of providers, with the commercial providers offering ultrahighspeed charging (at premium prices), high speed charging provided by destinations (at a lower price)
- Council provided charging providing a core structure prioritising areas where the other options are less viable (or simply never going to be available) and at prices which are as close to home charging as possible. – designed to supplement the market provision and ensure access for all at prices as close to domestic prices as possible.

We see a model in which areas of digital exclusion are prioritised, and the charging points for those communities are located where people CAN safely wait for the charging (or get home easily). A mile is a long way for someone to walk home from a charging point (particularly if there is no pavement) and it is crucial that we do not create barriers to

switching. We are aware that the most successful charging points are where lots of people go, and spend some time anyway – supermarkets, pubs, places of employment. We are aware at how little the Yate Park and Ride chargers are used. Whilst they tick a box for being within a mile of some houses, they are simply in the wrong place.

We know there are many groups and councils, like the Town Council who have suitable sites in the right locations and would like to offer their land as part of the EV network so restricting it to Council provision and searching Council land, as has happened so far in Yate is not the way to deliver the network we need.

Ultimately the vision must be that everyone has access to EV charging at a location that is suitable for them, which does not exclude people by distance, location or by overpricing.

## **2 EV inclusion**

We are deeply concerned about EV exclusion. We are surprised that the strategy does not have a section on inclusion, as it is a crucial issue.

The capital costs of EV are currently a barrier, and we accept there is not a lot this strategy can do to tackle that. We hope that over time as the second hand market for Evs improves there will be more access to them.

But this strategy CAN and MUST tackle the exclusions which come from charging:

1. The cost of charging away from home. Whilst people can charge at home for as little as 30p a Kwh yet the Revive (council) network eg at the Yate Park and Ride charges 1.5 times that amount. So those living in homes which cannot install home chargers are going to be paying 1.5 times as much per mile to travel, which cannot be fair. The Until the dramatic rise in domestic energy bills this price differential was even greater. We can see that ultrafast chargers, are offering a premium service and could charge premium rates. These will be private sector provided. The role of the Council as a provider is to deliver social equity by providing affordable charging. There is a problem if the publicly funded chargers are charging four times what people with drives and home chargers can pay.
2. Many residents live in properties where they cannot charge from home – flats, shared parking courtyards (even some of the new development at LGV has this problem), pavements with no off street parking, Radburn houses with runs from meter to charging bay that are above the allowed distance or which do not have a parking bay/garage adjoining the property. This adds a geographical problem.

We believe that to address this

- public EV charging should be prioritised for those areas where there is a geographical connectivity problem.
- GUL-e arrangements should be put in place at once, so householders with kerbside parking can charge at home
- lamp post charging should be implemented – we know a lot of S Glos lamp posts are not kerbside, but may are. Nobody is suggesting lamp posts as a universal solution,

but it should be part of a suite of responses where there are suitable lamp posts (as has happened in London).

- Publicly funded charging machines should be far closer to the domestic charging level.
- Public charging needs to be located where local residents say they will feel comfortable using it – the Yate Shopping Centre chargers for example are much better used than the Park and Ride ones.

A key feature of the approach should be integration with all the other initiatives to reduce reliance on fossil fuel vehicles – public transport and active travel. As an example of this, we have identified a local interest in having a car club, which of course would have to be an EV vehicle. We have asked S Glos if they could make the proposed Abbotswood charging point Car Club ready, so we could install a car club bay. A number of people have said they are ready to move away from a car, not least because of cost, but are nervous of not having access to a car occasionally. Car Clubs help reduce vehicle journeys, by tackling that fear. If you have a car on the drive, you tend to get in it. If you don't and are a car club member, you only use it when you need to, but have the reassurance of knowing you can use a car when needed. We would very much like to see EV car clubs as part of this strategy.

### **3. New Developments**

There is a gap between the promises in this document and the evidence on the ground. We have new houses going up in LGV for example, where there are shared carparking courtyards where residents have allocated plots leased to them – but where the leases BAN residents from installing EV. We have a district centre going up at LGV which will not have EV facilities to match local need. This is shortsighted. Yes the outline consent was granted in 2015, but every month new detailed applications come in, and there is no provision for EV, not even for EV capacity.

## Climate and Planet Commitment

### To NOTE:

- a. Brinsham Play Trail Collaboration with Home from Home and Live West, A report from Juneau Projects, is still awaited, to inform next steps. In the meantime, YTC are working with Barrett on the development of a play trail between the Brinsham and new LGV play area.
- b. A funding bid was submitted to West of England Combined Authority (WECA) Pollinator Fund, to the value of approx. £15,000, for materials to support biodiversity improvements in North Yate, as identified in LNAP site assessments. Further information was requested and provided to the evaluation team in October. An outcome is expected mid- November.
- c. A feasibility assessment of infrared heating at Armadillo will be undertaken to inform the recommendations for boiler replacement;
- d. Councillors attend the SGC “Wild About Nature” conference on 23<sup>rd</sup> September 2022 and shared ways to practically engage communities to act on the ecological crisis with other South Glos parishes and town councils. Bird box gifts were given to attendees and will be installed at YTC sites;
- e. An Area Wide Grant funding application is in progress, to fund insulation improvements at the Station Road Halls, an outcome is awaited.
- f. YMCA Garden works, salvaged waste from the fencing, has been repurposed to create a new gate;
- g. Yate Community Cycle Hub, have been grant funded by Climate and Planet Sub-Committee to the value of £3500;
- h. Venue Teams attended training for Energy Saving for community centres and town and parish councils;
- i. YTC staff are being consulted on options for a sustainable internet search engine, an alternative service to Google, that makes environmental and social contributions for each search e.g. tree planting.
- j. Due to the delay in receiving deliveries, community litter picking equipment, grant funded by YTC could not be launched as part of the Great Big Green Week, commencing 24<sup>th</sup> September;
- k. A YTC river clean up event was held in partnership with BART (Bristol Avon Rivers Trust) on 24<sup>th</sup> September, and concentrated on cleaning up the river area of Crowthers Avenue;
- l. Living wreaths will be created for the Remembrance ceremony, on behalf of Armadillo Youth Café and the Pop Inn Café. Service Support will work with St Mary’s Church to reclaim plastic wreaths, for reuse at future ceremonies, these materials would otherwise be sent to landfill.



# Environment and Community Committee

Pending Log as of 1 NOVEMBER 2022

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

Heading	Detail of outstanding Item
PUBLIC SPACE PROTECTION ORDERS (DOG CONTROL ORDERS)	<p>Further to minute number 13 of the Environment and Planning Committee held on 11 November 2014, to <b>NOTE</b>:</p> <ul style="list-style-type: none"> <li>the Anti-Social Behaviour (ASB) Crime and Policing Bill received Royal Assent in March 2014 and is now a legal Act;</li> <li>Dog Control Orders are now part of Public Spaces Protection Orders (PSPO) under the ASB, Crime and Policing Act 2014;</li> <li>Public Spaces Protection Orders can only be made by a Local Authority and not by Town and Parish Councils;</li> <li>Correspondence has been sent to South Gloucestershire Council requesting they implement the required PSPO's in Yate.</li> </ul> <p>To <b>NOTE</b> that correspondence was sent to South Gloucestershire Council requesting a likely timeframe for progression of the PSPOs required in Yate and further clarification on enforcement.</p> <p>Response outstanding. (Regularly chased) 28.9.22 RESOLVED Dogs on leads &amp; clear up in nature reserve</p>
Footpaths	<p><b>E&amp;C 24.9.19</b></p> <p>Further to minute number 39 of the meeting of Full Council held on 14 May 2019;</p> <p><i>'A report was received in respect of the condition of pathways maintained by South Gloucestershire Council and RESOLVED that the report be submitted to South Gloucestershire Council with the following comments:</i></p> <ul style="list-style-type: none"> <li><i>The report evidences that pathways in west and north Yate were seen to have a large amount of litter and are poorly maintained;</i></li> <li><i>Yate Town Council:</i> <ul style="list-style-type: none"> <li><i>would like a greater understanding of South Gloucestershire Council's maintenance processes for pathways;</i></li> <li><i>would like any vacant South Gloucestershire Council Street Cleaner post filled;</i></li> <li><i>would like South Gloucestershire Council to:</i></li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ <i>repair tarmac paths where necessary;</i></li> <li>▪ <i>deep weed / cut back along footpaths where needed;</i></li> <li>▪ <i>repair the damaged walls alongside footpaths for safety reasons;</i></li> <li>▪ <i>contact Bromford to take action to repair footpaths on the land they control and to take urgent action to improve the area to the rear of Cranleigh Court shops, in particular the garage blocks which are poorly boarded up, subject to graffiti and rundown.'</i></li> </ul> <p>A response was received and further update is awaited.</p>
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