

Thursday 10 September 2026

To Councillors – Danny Bonnett (Chair), Chris Bloor, Christine Carter, Chris Davies, Fiona Deas, Gil Gilroy, Chris Rowe, Chris Woodhouse

Please take notice that a meeting of the **Open Spaces Committee** of Thornbury Town Council will be held in the **Council Chamber** of the **Town Hall** on **Tuesday 15 September 2026 at 7.30pm**.

All above named Councillors are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.



Wendy Sydenham, Deputy Town Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

Public Participation: Please note that this meeting is open to the public. Please take note of the guidance notes for public participation [provided](#).

Emergency Evacuation Procedure: please familiarise yourself with the emergency evacuation procedure on display in the Council Chamber and acquaint yourself with the nearest emergency exit. The assembly point, in the event of any evacuation, is next to the Town Council Noticeboard on the opposite side of the High Street.
If you would not be physically able to use the stairs in the event of a fire, please inform us of your intention to attend this meeting no later than 9.00am on the Monday before, so that appropriate arrangements can be made.

AGENDA

1. To receive any apologies for absence
2. To receive any members' declarations of interest
3. To receive any representations from the public relating to items on the agenda
4. To approve and sign minutes of the meeting of the Open Spaces Committee on 21 July 2026
5. To receive an update from South Gloucestershire Council on the Streamside Walk project (paper attached)
6. To receive an update on reducing the Town Council's reliance on mains water for grounds maintenance and agree next steps (paper attached)

7. To consider a new memorial stone request (paper attached)
8. To agree plans to enhance wildflower planting on Town Council green spaces (paper attached)
9. To receive an update on the new Memorial Woodland/Wellbeing Garden adjacent to Thornbury Cemetery (paper attached)
10. To receive an update on works to the culvert adjacent to Oakleaze Green and ratify additional expenditure (paper attached)
11. To provide a Committee update for inclusion in the Town Council's review of progress to deliver the current Strategic Plan (original Full Council paper attached – officer report to follow)
12. To identify any additional Committee budget requests for 2027/2028
13. To note progress on actions from most recent external inspections of play equipment (paper to follow)
14. To agree key points from the meeting to be publicised via social media/website
15. To note that the deadline for submission of items to the Deputy Clerk for inclusion in the next agenda is Wednesday 4 November 2026
16. To note the date of the next meeting – Tuesday 17 September 2026

END OF AGENDA

Minutes of the Meeting of the Open Spaces Committee
held on Tuesday 21 July 2026 at 7:30pm
in the Council Chamber, Town Hall

Councillors present: Cllr Danny Bonnett (Chair)
Cllr Chris Bloor
Cllr Chris Davies
Cllr Fiona Deas
Cllr Chris Rowe

Officers present: Wendy Sydenham (Deputy Clerk)

OS2526.121 TO CONSIDER ANY APOLOGIES FOR ABSENCE

Apologies were noted from Cllr Gil Gilroy, Cllr Christine Carter and Cllr Chris Woodhouse

OS2526.122 TO RECEIVE ANY MEMBERS' DECLARATIONS OF INTEREST

There were no members' declarations of interest.

OS2526.123 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC RELATING TO ITEMS ON THE AGENDA

There were no members of the public present.

OS2526.124 TO APPROVE AND SIGN THE MINUTES OF THE OPEN SPACES COMMITTEE ON 19 MAY 2026

It was **RESOLVED** unanimously to approve the minutes of the Open Spaces Committee Meeting on 19 May 2026, and they were signed by the Chair.

OS2526.125 TO NOTE AN UPDATE FROM SOUTH GLOUCESTERSHIRE COUNCIL ON THE STREAMSIDE WALK PROJECT

An update had not been received from South Gloucestershire Council and it noted that this item would be carried forward to a future meeting and that Cllr Chris Davies would seek an update on timescales and progress.

OS2526.126 TO AGREE TO REPLACE THE PIPE WITHIN THE CULVERT BY THE TENNIS COURTS AND TO AGREE FUNDING

In relation to the replacement of the pipe within the culvert by the tennis courts, the following was **RESOLVED** unanimously:

- To carry out the repair to the culvert as set out in the officer report.
- To delegate authority to officers to engage a contractor to carry out the works after seeking three quotes.

- To delegate authority to officers to spend up to £3800 on these works, to come from the Open Spaces/Maintenance budget (130/4150).
- To request that, in due course, officers assess potential upstream interventions to reduce the impact of a likely increase in future flooding events, and to explore options for opening up the culvert.

OS2526.127 TO CONSIDER MATTERS RELATING TO THORNBURY CEMETERY

- **To consider a request made regarding allowing dogs in the Cemetery**
It was **RESOLVED** unanimously to continue to allow dogs on leads in the Cemetery and noted that officers would resolve the inconsistent signage.
- **To consider a request made regarding cutting less frequently in some parts of the Cemetery**
It was **RESOLVED** unanimously to continue with the existing regime of leaving some of the older sections of the Cemetery uncut for longer period, but to authorise officers to respond to requests to make small adjustments to individual plots.

OS2526.128 TO FURTHER CONSIDER OPTIONS FOR THE GROVESEND ROUNDABOUT

In relation to the Grovesend roundabout, the following was **RESOLVED**:

- To await further detail from South Gloucestershire Council on both the special expenses funding changes and the various landscaping projects, as they would impact any plans to make changes to the roundabout.
- Once more is known regarding the above, to investigate options for improvements to the roundabout including bringing in an (ideally local) external contractor/landscaper to take it back to the original design and add in some additional planting, and the installation of a feature e.g. sculpture or multi rotor turbine, possibly with a farming or nuclear power theme.

OS2526.129 TO AGREE KEY POINTS FROM THE MEETING TO BE PUBLICISED VIA SOCIAL MEDIA/WEBSITE

It was **RESOLVED** unanimously to publicise progress on South Gloucestershire Council's Streamside Walk project once further details were available.

OS2526.130 TO NOTE THAT THE DEADLINE FOR SUBMISSION OF ITEMS TO THE DEPUTY CLERK FOR INCLUSION IN THE NEXT AGENDA IS WEDNESDAY 2 SEPTEMBER 2026

The deadline for submission of items to the Deputy Clerk for inclusion in the next agenda was noted to be Wednesday 2 September 2026.

OS2526.131 TO NOTE THE DATE OF THE NEXT MEETING – TUESDAY 15 SEPTEMBER 2026

The date of the next meeting was noted to be Tuesday 15 September 2026.

The meeting closed at 20.20.

From: William Hallam <William.Hallam@southglos.gov.uk>
Sent: 10 September 2026 11:33
To: Wendy Sydenham <w.sydenham@thornburytowncouncil.gov.uk>
Subject: Re: Streamside Walk plans

Morning Wendy,

So the good news is that our business case has been approved, however we are still awaiting funding to come through.

Please find attached plans for the 2 pocket parks.

This is the butterfly garden on Park Road near the underpass, and the other one is a currently overgrown garden next to Beechacres.

Next steps for these, I would like to collaborate with Thornbury in Bloom to come up with how best to plant this in either something that can be like the other local TiB assets around the town, or if we can come up with a low level low maintenance solution together.

Regarding the resurfacing, this is currently in the pipeline to start spring next year due to the rainy and cold season incoming, it's not advisable to do any resurfacing from now until around April. Once I have a solid idea of when this will be getting done, I will be sure to inform you, as there will be requirement for closures along there for a few days, it may be good for you to put up notifications as well as us to give the residents enough notice.

Many thanks,



Will Hallam

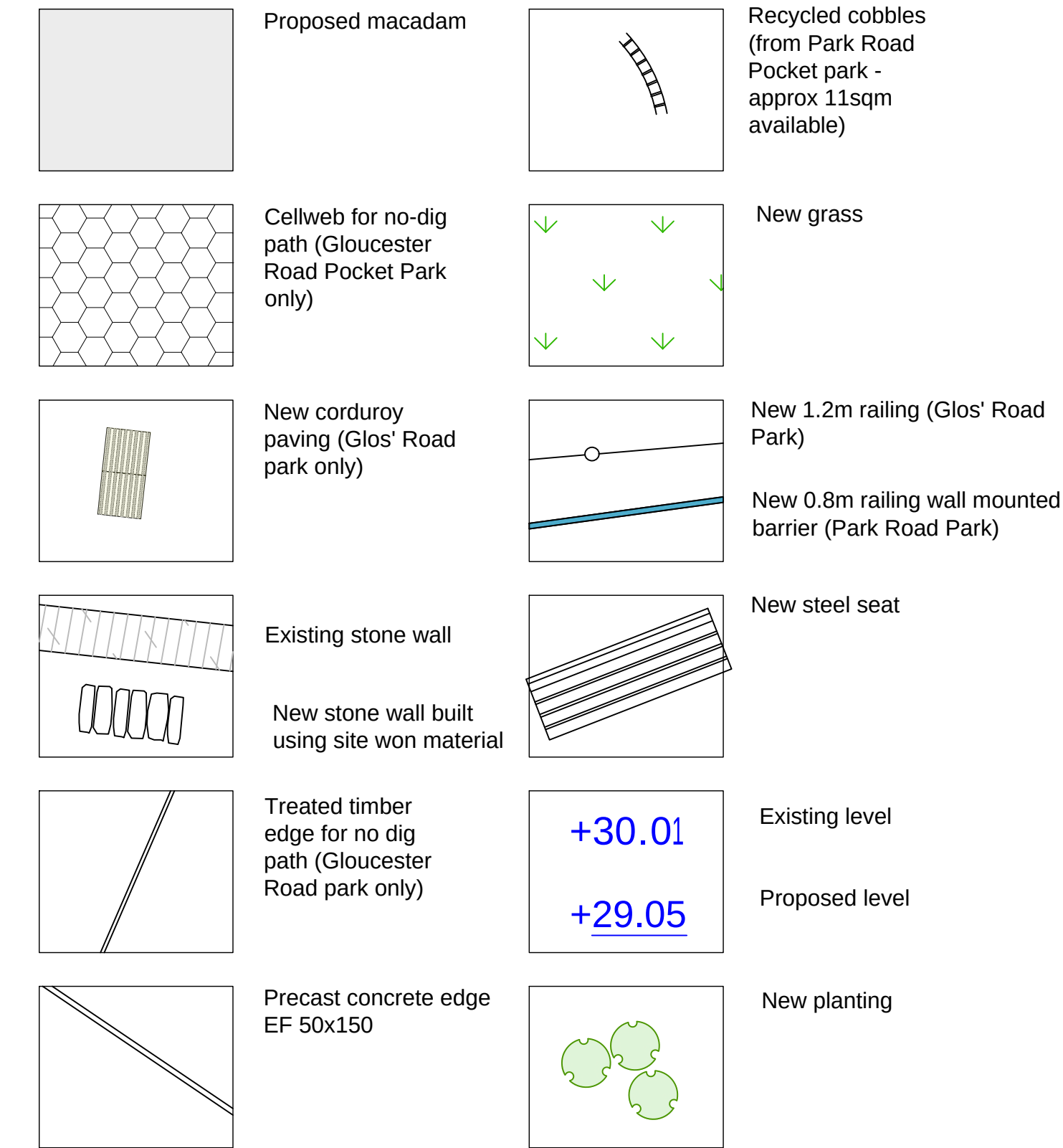
Senior Project Manager
Strategic Projects Team | Place Shaping
Division
Department for Place
South Gloucestershire Council

 William.Hallam@southglos.gov.uk

 [linkedin.com/in/williamhallam](https://www.linkedin.com/in/williamhallam)

 [Getting About in Yate](#)

 [Getting About in Thornbury](#)



ORDNANCE SURVEY				
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Rev	Description	Drawn	App'd	Date

DEPARTMENT OF PLACE

DIRECTOR

Nigel Ringer

PLACE IMPROVEMENT TEAM

PO Box 1954

Bristol. BS3 0DD

Telephone: 01454 888 000

Project	Getting about Thornbury
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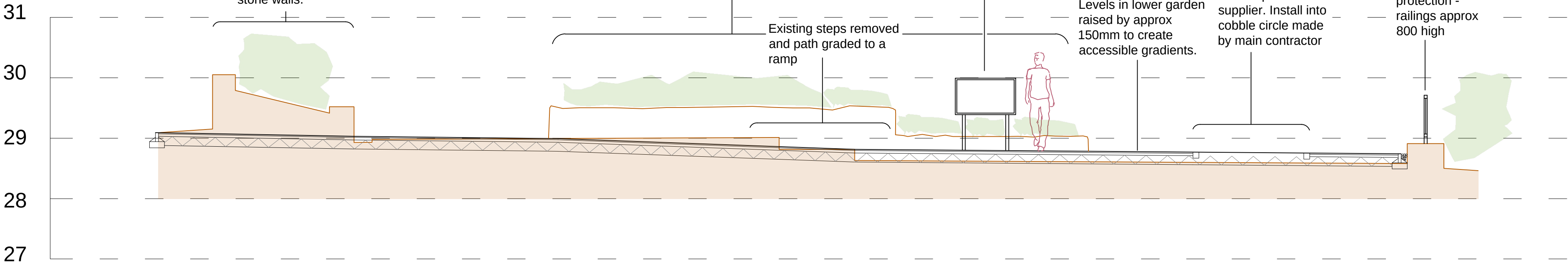
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Title	General arrangement for Park Rd Pocket Park Thornbury Streamsides			
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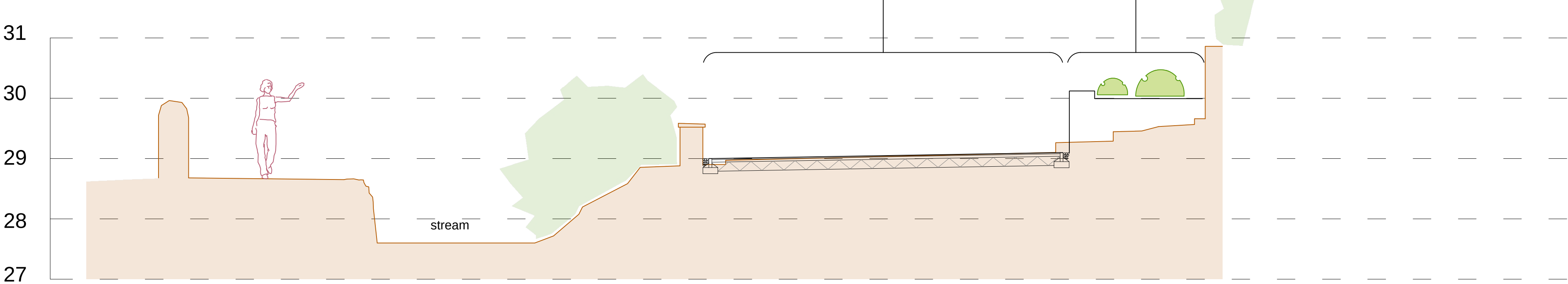
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Dwg No.	298		—	201

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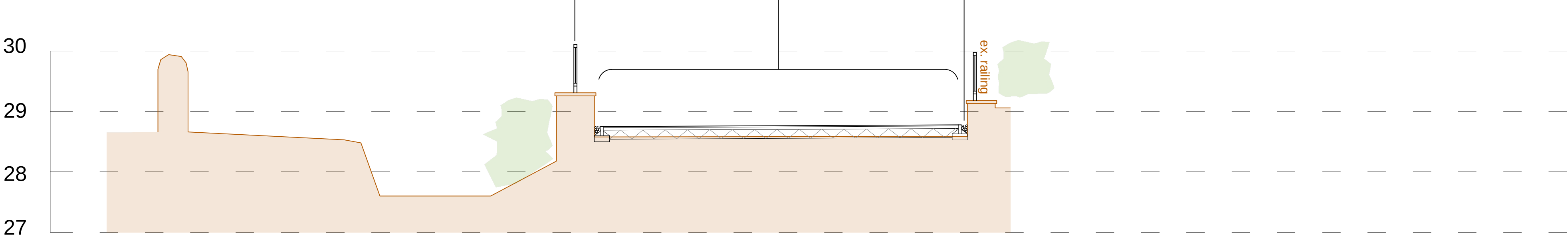
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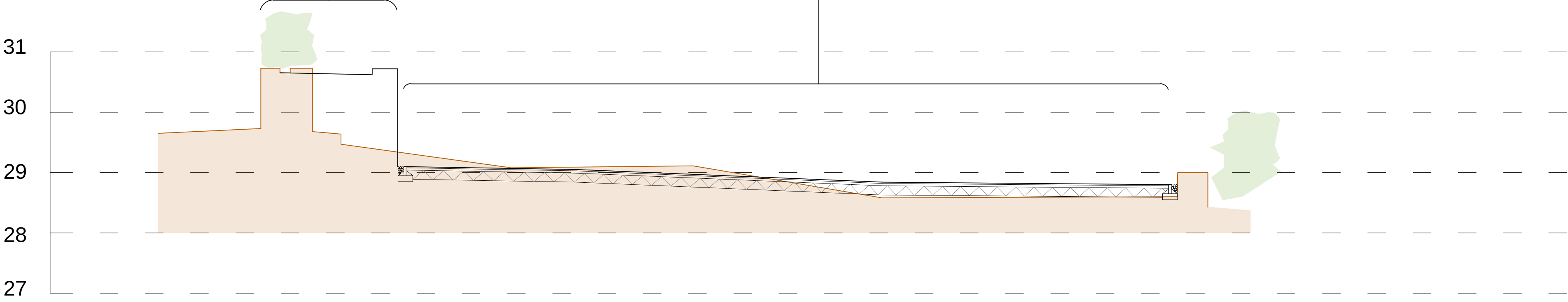
Section B-b



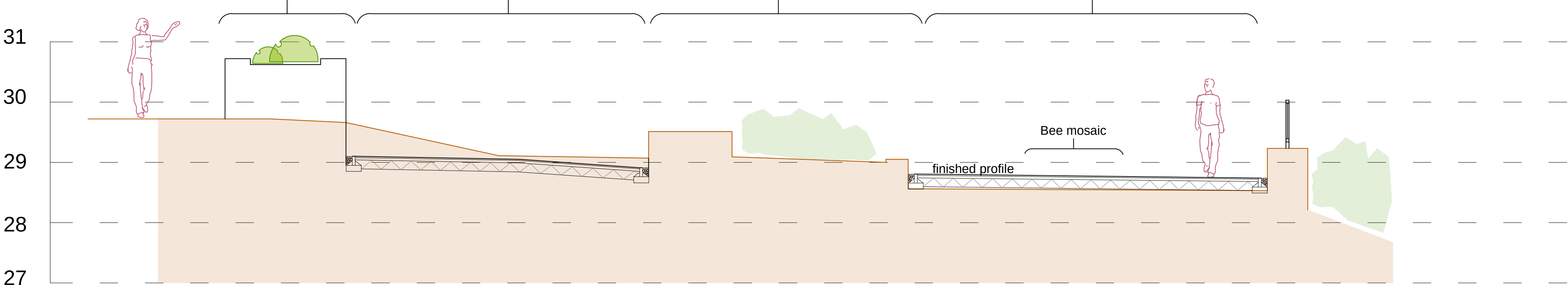
Section C-c

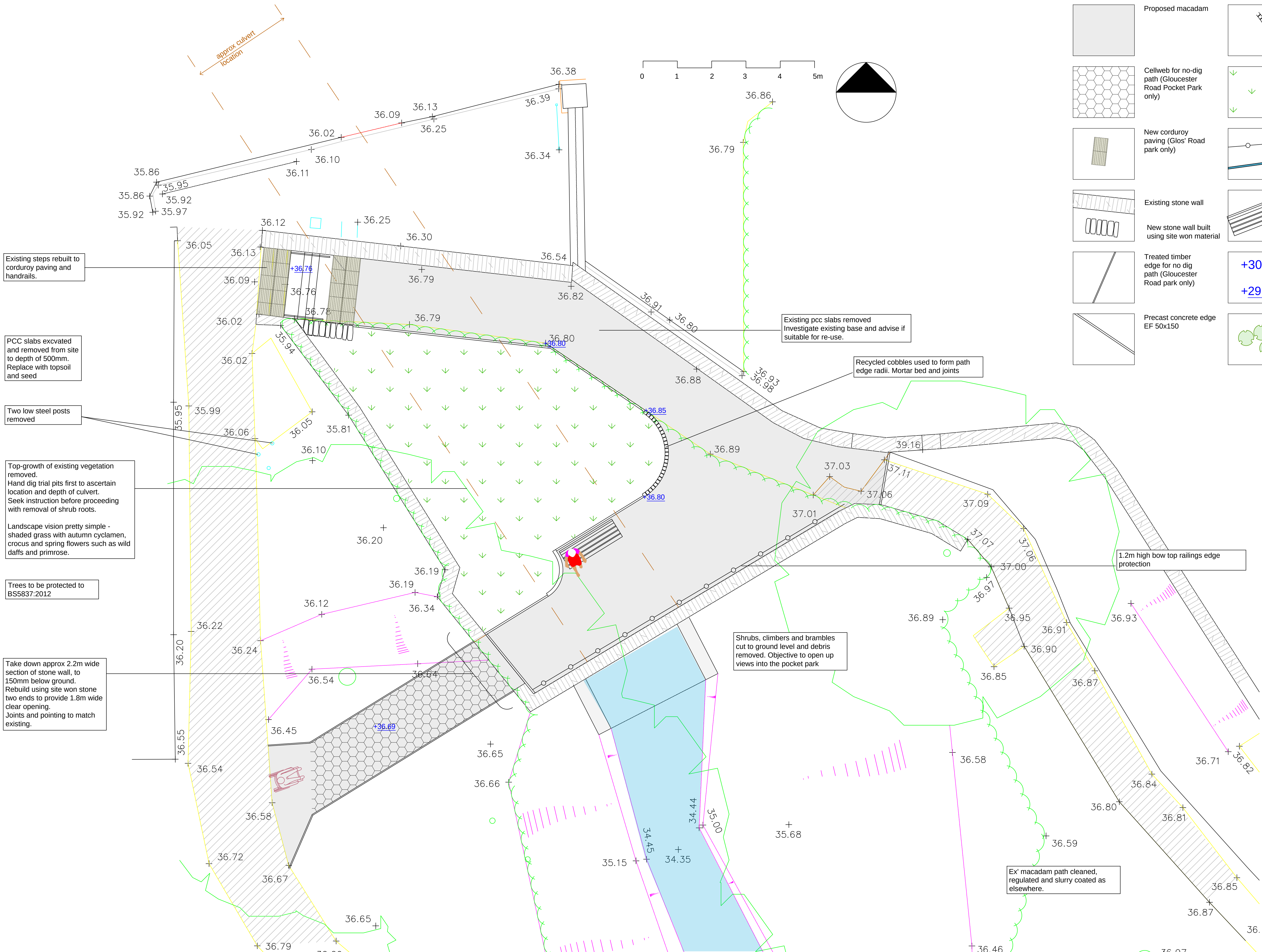


Section D-d



Section E-e





Existing steps rebuilt to corduroy paving and handrails.

PCC slabs excvated and removed from site to depth of 500mm. Replace with topsoil and seed

Two low steel posts removed

Top-growth of existing vegetation removed. Hand dig trial pits first to ascertain location and depth of culvert. Seek instruction before proceeding with removal of shrub roots.

Landscape vision pretty simple - shaded grass with autumn cyclamen, crocus and spring flowers such as wild daffs and primrose.

Trees to be protected to BS5837:2012

Take down approx 2.2m wide section of stone wall, to 150mm below ground. Rebuild using site won stone two ends to provide 1.8m wide clear opening. Joints and pointing to match existing.

Existing pcc slabs removed Investigate existing base and advise if suitable for re-use.

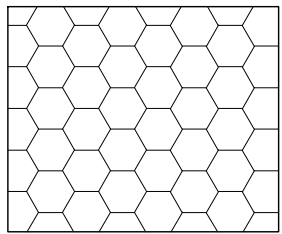
Recycled cobbles used to form path edge radii. Mortar bed and joints

Shrubs, climbers and brambles cut to ground level and debris removed. Objective to open up views into the pocket park

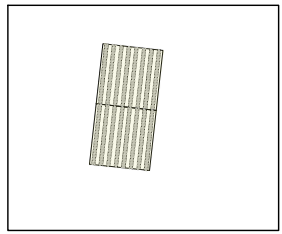
Ex' macadam path cleaned, regulated and slurry coated as elsewhere.



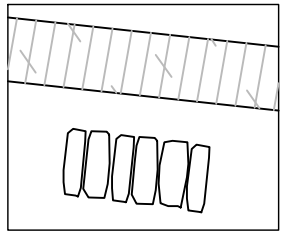
Proposed macadam



Cellweb for no-dig path (Gloucester Road Pocket Park only)

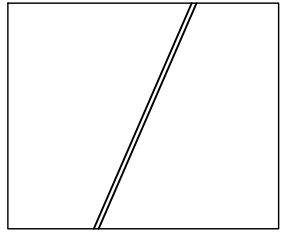


New corduroy paving (Glos' Road park only)

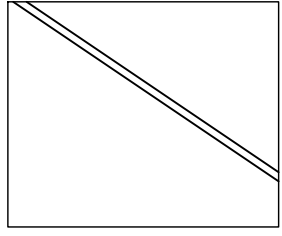


Existing stone wall

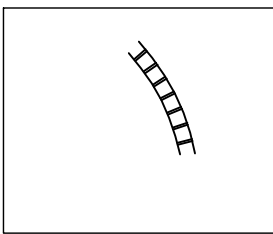
New stone wall built using site won material



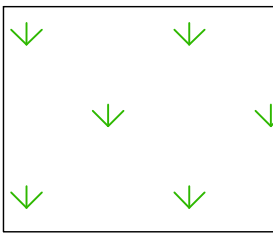
Treated timber edge for no dig path (Gloucester Road park only)



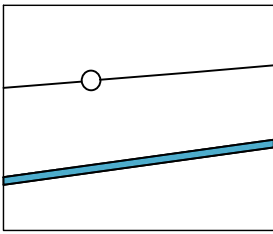
Precast concrete edge EF 50x150



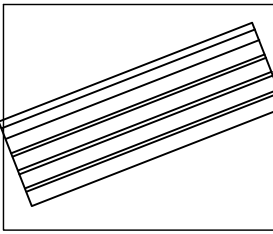
Recycled cobbles (from Park Road Pocket park - approx 11sqm available)



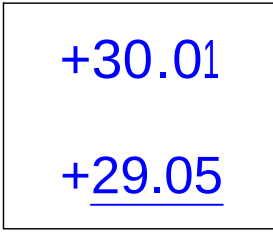
New grass



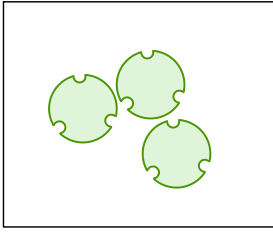
New 1.2m railing (Glos' Road Park)



New 0.8m railing wall mounted barrier (Park Road Park)



New steel seat



New planting

+30.01

Existing level

+29.05

Proposed level

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Rev	Description	Drawn	App'd	Date

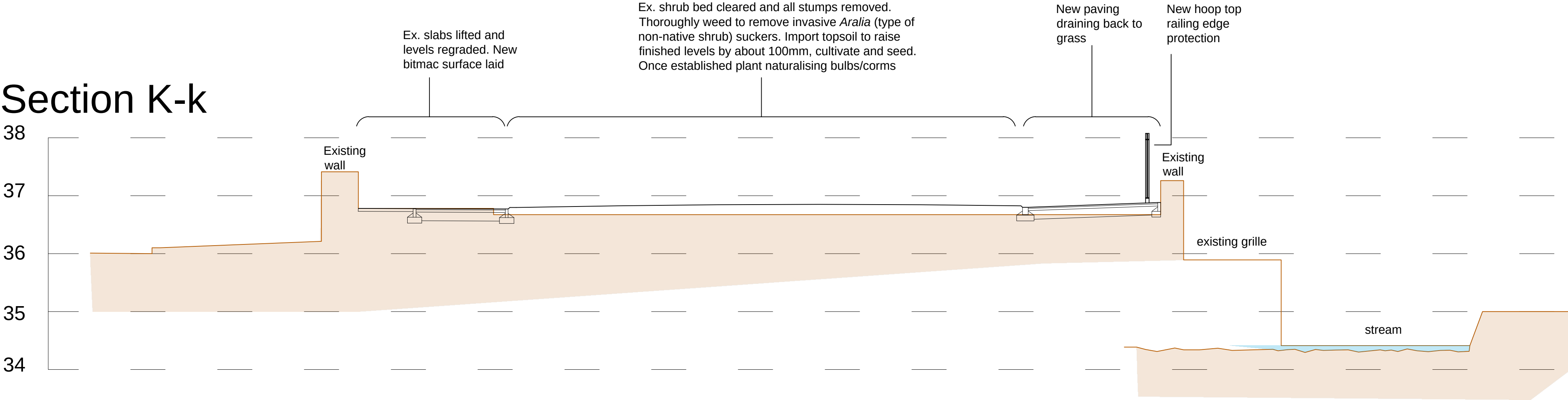
South Gloucestershire Council
DEPARTMENT OF PLACE

DIRECTOR
Nigel Foster

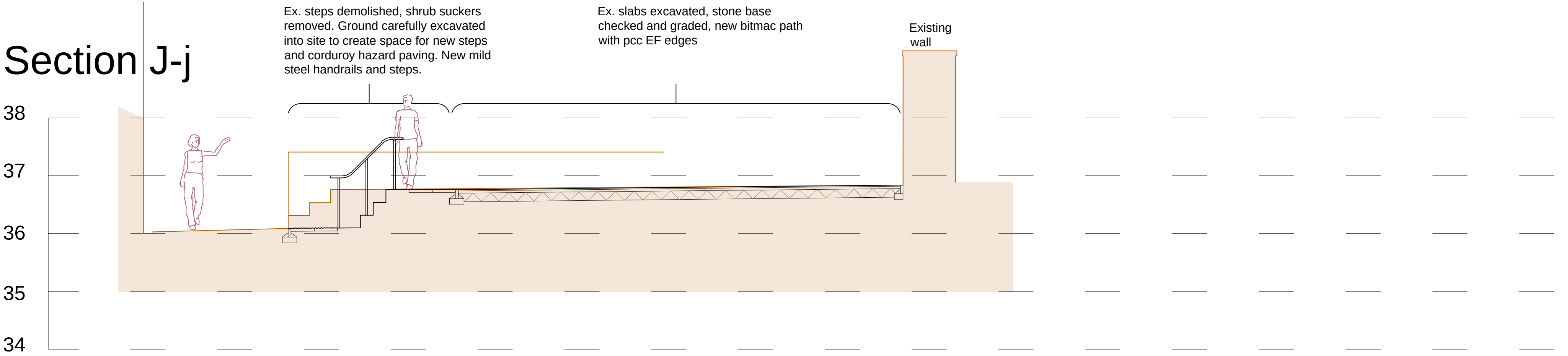
PLACE IMPROVEMENT TEAM
PO Box 1054
Bristol, BS37 0DD
Telephone: 01454 868 000

Project Getting about Thornbury				
Draft				
Title General arrangement for Glos' Rd Pocket Park Thornbury Streamside				
Scale	1:50@A1			
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Date	Aug2026	Date		Date
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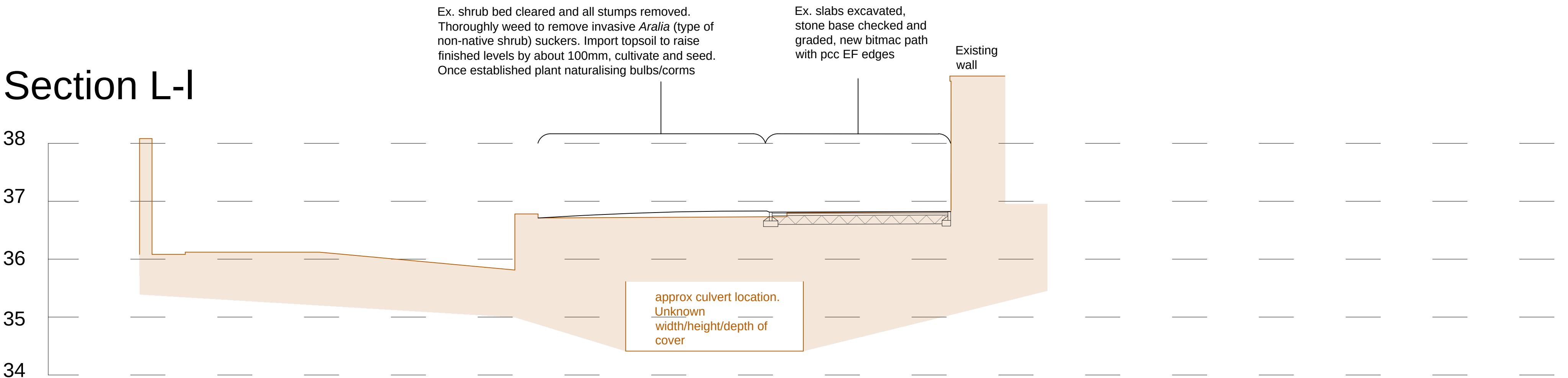
Section K-k



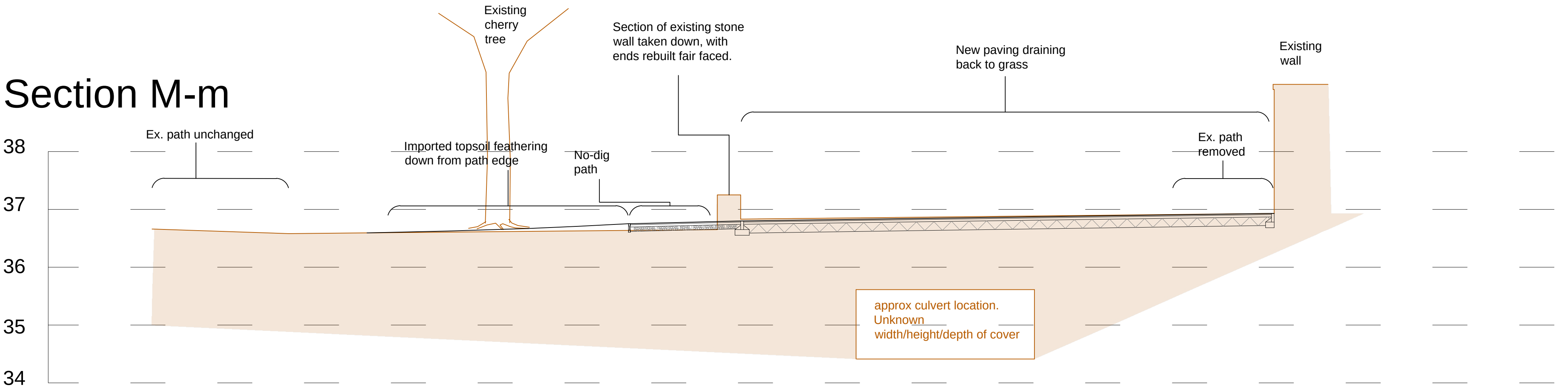
Section J-j



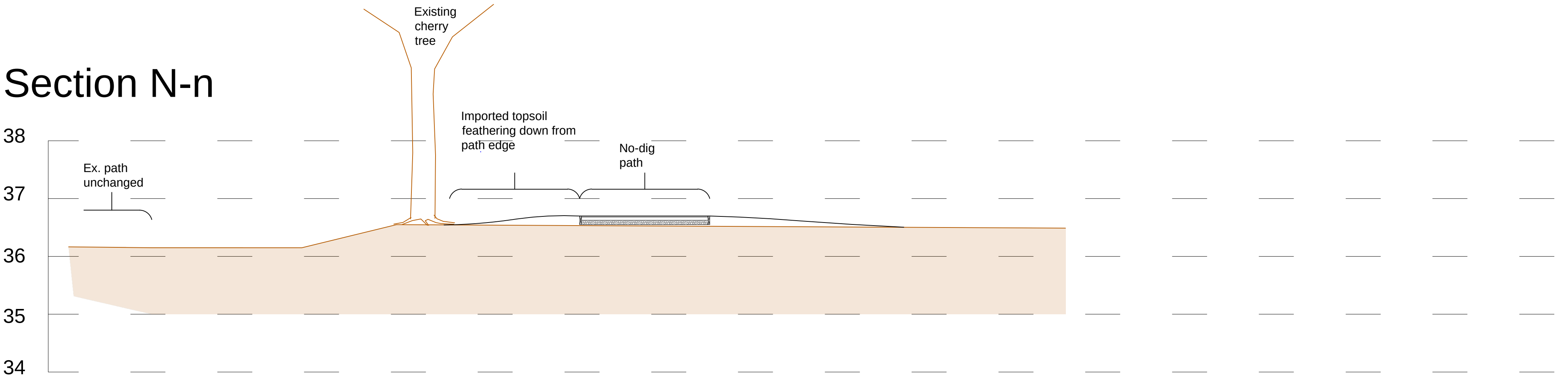
Section L-l



Section M-m



Section N-n



Officer Report to Thornbury Town Council Open Spaces Committee

Report Title: Reducing the Town Council's Reliance on Mains Water for Grounds Maintenance

Prepared By: Wendy Sydenham, Deputy Clerk
Sharon Gardham, Climate & Nature Officer



Meeting Date: 15 September 2026

Status: For Noting/Action

1. Background

Thornbury Town Council has declared a Climate Emergency and is committed to reducing its use of resources and minimising its environmental impact. Water is an important part of this commitment, particularly as increasingly hot and dry summers and the recent drought conditions have brought greater pressure on water resources and resulted in hosepipe restrictions across the Bristol Water area. Although Bristol Water's resources are comparatively resilient, reducing our reliance on treated mains water remains both a sensible resilience measure and the right thing to do environmentally.

The Town Council should therefore consider whether a more sustainable approach to watering could be introduced, reducing mains water consumption while helping to ensure that our sites can continue to be maintained during periods of drought or water restrictions. We can also use this process as an opportunity to lead by example by publicising our progress and sharing solutions with the wider community, including residents and businesses.

2. Solutions to Explore

We have already adopted a generally sensible approach to watering, for example:

- targeted watering – we don't (routinely) use sprinklers or carry out wide-area hose watering
- watering is carried out at optimum times, usually very early morning, to reduce evaporation
- most of our hanging baskets are "self-watering" baskets which minimises waste from excess water draining off

There are, however, a number of additional solutions/changes we can explore in order to further reduce our use of mains water:

- Rainwater harvesting – installing water butts or larger storage tanks at suitable Town Council buildings and sites. This is already being explored and is very achievable and affordable (see further details below). To support tree planting for the new Memorial Woodland, we are also looking at further rainwater capture and transportation solutions for the Cemetery.
- Greywater/recycled water – investigating whether suitably treated non-potable water could be accessed and used.
- Drought-tolerant planting – selecting plants, shrubs and trees that require less supplementary watering once established.

- Soil moisture retention products – currently, a large proportion of our watering is of hanging baskets and planters. Increased mulching, and the use of products such as Swell Gel and clay balls, could make a significant difference.
- Increased use of tree gators – we have started to use these and can increase this further.

We undertake relatively little watering compared with other organisations. As a result, more costly and large-scale solutions, such as smart irrigation systems, would not be proportionate nor represent a cost-effective approach.

3. Next Steps/Officer Recommendations

To support the wider town in enhancing its water resilience, the Climate & Nature Officer is working with Thornbury in Bloom to capture rainwater in the town, as part of the Town Council's participation in the Wessex Water Watermark Town scheme.

Proposals for rainwater harvesting, being led by the Climate & Nature Officer, are:

Town Hall

- Installation of a total of three water butts at either side of the building to support watering of hanging baskets and edible planters by the Town Hall. Funding from the Climate and Nature budget and Watermark Town funding.

Mundy Playing Fields

- Installation of water butts/water capture tanks at the Mundy Playing Fields alongside the redevelopment of the Pavilion. Funding from Climate and Nature budget.

Cemetery

- Rainwater capture tanks to replace the existing water butt on the Chapel and on the current staff quarters (funded by the Memorial Woodland project).

Wider Town

- Rainwater capture tanks at out-of-town sites, including Tesco and premises on the industrial estate. Funding from the Climate and Nature budget and Watermark Town funding.
- Rainwater butts on the High Street to support Thornbury in Bloom. Funding from the Climate and Nature budget and Watermark Town funding.

Officers suggest that the Deputy Clerk, Climate & Nature Officer and Facilities Officer work together to continue to explore all potential solutions, with liaison through the Climate & Nature Committee as required. Officers will bring proposals, along with any costings, to future meetings for the appropriate Committee's consideration. Opportunities to share information and progress, and therefore raise awareness within the wider community, will be explored during this work.

The Committee is asked to:

- ***Note that this matter is being scoped and progressed by officers.***
- ***Agree to the suggested ways forward, as set out above.***

Officer Report to Thornbury Town Council Open Spaces Committee

Report Title: Request for New Memorial Stone

Prepared By: Wendy Sydenham, Deputy Clerk

Meeting Date: 15 September 2026

Status: For Decision



1. Detail

Thornbury Town Council runs a permit system for Thornbury Cemetery whereby full details of any proposed new memorial stones need to be provided to officers and assuming the stone is considered suitable, a permit is issued. The regulations governing this are not detailed in relation to what is suitable. They simply state that there are restrictions around the design of the memorial and the materials used. Officers use their discretion in making decisions regarding whether the design/materials are appropriate and this is very much based on it being in keeping with the rest of the Cemetery. Officers have turned down very few requests in recent years, just ones where a proposed stone is very different to the more common designs or intended to be made of a shade of stone that is jarringly different to the more common colours. Officers also check the wording on the stone to ensure it could not be seen as offensive or in any way cause upset to Cemetery visitors.

A request was received recently for a stone that is very difficult in style to anything else in the Cemetery – see image below. The request was considered by the Cemetery Administrator and the Deputy Clerk, and it was agreed that it was sufficiently different from anything else to be considered as not in keeping. The family involved have disputed this decision and asked for this to be considered at a higher level.

INSERT IMAGE – GET FROM BELINDA

2. Implications

Looking at the rules and regulations of other cemeteries, it is quite common for burial authorities to impose restrictions on the design, size, materials and appearance of memorials. These restrictions go beyond safety and structural considerations to include a requirement that a memorial is appropriate to, or in keeping with, the character of the cemetery or a particular section.

Officers have turned down requests in the past for the same reason and there would therefore be a reputational risk to the Town Council if this stone was to be allowed.

Maintaining a degree of consistency in the design and appearance of memorials helps to create a visually cohesive cemetery, where individual memorials complement rather than detract from the character of the wider setting. Allowing this stone, and potentially others in the future that are very different to the more common designs, will affect the overall character of the Cemetery.

3. Officer Recommendations

Officers would recommend that the Committee confirm the original decision to reject the stone design for the reasons set out above. Officers would also recommend that the regulations are amended to include more detail on what is considered “in keeping” and the reasons why the burial authority make decisions on that basis.

Officer Report to Thornbury Town Council Open Spaces Committee

Report Title: Wildflower Planting

Prepared By: Sharon Gardham, Climate & Nature Officer

Meeting Date: 15 September 2026

Status: For Action



1. Detail

In 2025, wildflower areas were planted at the Mundy and Chantry Playing Fields. The original planting at Mundys has been a success and further seed was sown in the autumn of 2025 to improve the biodiversity of the 'hay meadow' area and to encourage self-sustaining wildflower growth on the original wildflower areas. The planting at Chantry has, however, been less successful. The current wildflower planting at Chantry is in a relatively isolated (from a biodiversity perspective) area of reasonably high footfall.

Alongside the wildflower planting, some areas of the Mundys, Thicket Walk and Oakleaze Green have been left uncut over the summer months to encourage biodiversity.

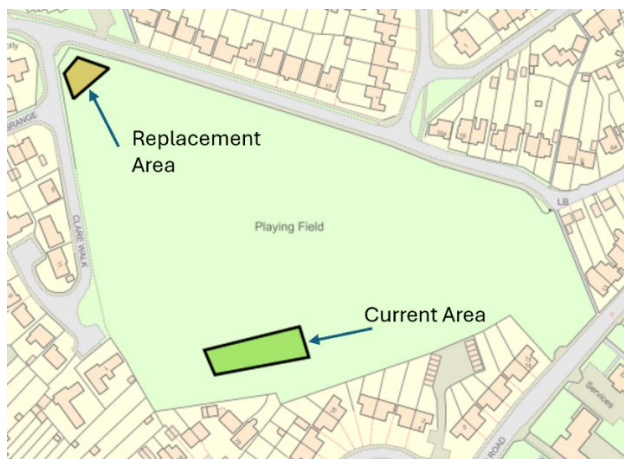
The Climate & Nature Officer and Grounds Maintenance Supervisors visited all TTC's open spaces in early August to discuss the success, or otherwise, of the current biodiversity management regimes. This activity suggested three areas where improvements might be made, without materially increasing the overall space given over to longer grasses/wildflowers.

These suggestions do not include further extending the wildflower planting at Mundys; some areas of the hay meadow will be resown this year to encourage self-sustaining wildflower growth, but other areas will continue to be managed as previously agreed.

The three areas which would benefit from alterations to the existing regimes are as follows:

Chantry Playing Fields

The proposal here is to relocate the existing wildflower area, which has not taken well, to the corner of the field, where a shade-tolerant mix would be planted (see below). This would move the wildflower area away from an area of high footfall to a space that is more logical; aesthetically, practically, and botanically.



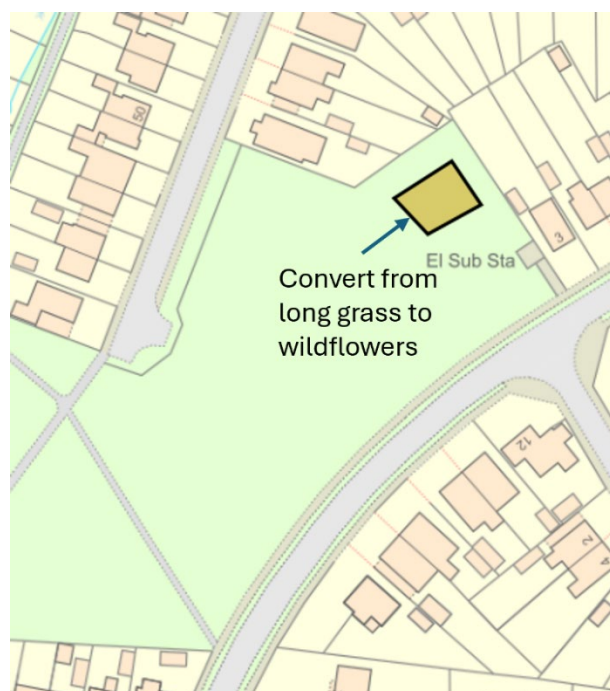
Thicket Walk

There is currently an area of longer grass at Thicket Walk that is not adding a great deal of value from an aesthetic or biodiversity perspective. It is proposed that this area be cut in line with the other areas of the grass on the site. The area of longer grass can then be replaced by a series of bulbs and shade-tolerant wildflowers that can be planted under the trees, in the area indicated below, where recreational use is less frequent.



Oakleaze Green

There are relatively large areas of Oakleaze Green that are left for grasses to grow long over the spring and summer. While these are better for biodiversity than short-mown grass, they could be improved by planting a perennial wildflower seed mix (as we did at the Mundy Playing Fields last autumn). This has been suggested by a resident of the area to as a way to improve the appearance of the Green and attract more pollinators. Initially, it is suggested that around 30% of the longer grass area is planted with wildflower seeds. If these are successful, we may want to consider extending wildflower planting to cover more of the larger longer grass area in future years.



2. Implications

Environmental

Replacing areas that have moderate value for biodiversity with planting that offers greater value for biodiversity will support a range of animals, including pollinating invertebrates, birds and small mammals. Reduced mowing regimes support decarbonisation by lessening the use of fossil-fuelled powered mowers.

Financial

The Climate & Nature Committee has sufficient budget to support the planting of the suggested areas to improve biodiversity. By choosing bulbs and perennial wildflowers, the areas should become (if managed correctly) self-renewing, meaning they will not need significant resowing in future years.

Recreational

There should be little to no impact on recreational use of the open spaces concerned. In fact, the proposals should free up more areas that could be used more easily/readily for recreational purposes. The proposals will also improve the look of each of the areas, adding colour and interest throughout the spring and summer. All suggestions have been made in collaboration with Grounds Maintenance staff.

3. Recommendations

The Open Spaces Committee is asked to:

- Consider the plans to replace areas of wildflower planting/longer grasses, with alternative areas and/or new planting.
- Agree to the actions suggested in this paper being implemented in autumn 2026.

Officer Report to Thornbury Town Council Open Spaces Committee

Report Title: Memorial Woodland/Wellbeing Garden at the Cemetery Update

Prepared By: Sharon Gardham, Climate & Nature Officer

Meeting Date: 15 September 2026

Status: For Noting



1. Detail

After a request from the Capital Strategy Working Group, the February meeting of the Climate and Nature (C&N) Committee resolved to accept into C&N deliverables the initial stages of the design and delivery of a memorial woodland/wellbeing garden in a field adjacent to the existing Thornbury Cemetery (CN2526.43).

During March, quotes for compiling a concept design and plans were gathered from several landscape designers. Designers were asked to quote for a design that would:

- Improve biodiversity and support wildlife
- Create a community-friendly space
- Make room for rest and reflection
- Fit in with its surroundings and connect visually with the existing cemetery and chapel
- Enable and encourage better nature and community connection
- Be accessible and offer wellbeing benefits to visitors
- Make space for ashes scattering and interment
- Work with the natural features and topography of the site

At the June meeting of the C&N Committee, it was resolved to recommend the selection of Seed Landscape Design Ltd to the Full Council (CN2627.09). The Full Council subsequently accepted the C&N Committee's recommendation and Seed Landscape Design have been commissioned to produce a concept design and plans for the establishment of a memorial woodland/wellbeing garden. Subsequent to this, Survey Solutions were commissioned to carry out a topographical survey of the site and Seed have carried out an initial site visit.

Alongside commissioning the design, an application has been made to the Forest of Avon/DEFRA Trees Programme to procure funding to purchase and care for between 400 and 600 trees for the site.

The initial high-level concept, a list of tree species, and the square meterage of tree planting is expected in early September. The full design, which will include layout options, a masterplan, full planting, habitat, boundary and hydrology strategies, materials lists and the arrangement and definition of spaces, is due to be delivered by early October.

As long as the trees can be delivered in time, the implementation of the design will kick off with two weekend volunteering days in late November/early December that will be open to any member of the public who wishes to join. In addition to the two public days, there will be a minimum of two days of volunteer tree planting with rehabilitating prisoners from Leyhill and

veterans who work with the Royal British Legion. These volunteering days will be led by a tree planting project officer from Gloucestershire-based charity Stroud Valleys Project.

Of the initial budget of £25,000, Full Council agreed to spending £9,500 on the design (FC2627.47). The Climate and Nature Committee has been given delegated spending power by Full Council for the remaining £15,500 of the budget. The delivery of the first phase is expected to be achieved with the £25,000 budget (subject to receiving funding from the Forest of Avon). Future phases will be costed on receipt of the design and materials lists and the usual budget-setting processes will be followed.

The proposed phasing of the project is included in the Appendix.

2. Officer Request

The Open Spaces Committee is asked to note the update on the Memorial Woodland project, as its remit includes responsibility for open spaces owned, or the responsibility of, the Town Council.

The Committee is also asked to note that the Climate & Nature Committee is aiming to sign off the design for the woodland at their October meeting and that, to avoid unnecessary delay, designs will be provided to the Open Spaces Committee for information at its November meeting.

3. Appendix

Memorial Woodland/Garden - Proposed Project Phases

Project Phase	What	When	Design Stage	Opportunities for Engagement	Phase Delivery Owner
1	Concept Design Cost Phase 1 Planting Plan Tree planting (whips and some standards) with support of Forest of Avon Bulb and wildflower planting Path layout and lay base layer (cost dependent) Pond positioning and planting Quantify and Cost Phase 2	Financial Year 2026-27	Concept Surveying Design and Plans	Engagement with public on plans and designs Volunteer planting days Open for visits at end of phase 1 Could offer ashes scattering at end of phase Book of remembrance in chapel	Climate and Nature Committee
2	Further hard landscaping features (e.g., seating, sculptures) Accessible pathways throughout site Link memorial woodland to chapel Further planting - bulbs, trees, wildflowers Further hedge works Quantify and cost stage 3	Financial Year 2026-28	Implement full design	Engagement with public on plans and designs Volunteer planting days Fully accessible visits possible Fully open to the public for reflection and contemplation via hard landscaping features Ashes scattering Informal-style plaques/tree dedications Book of remembrance in chapel Ashes interment	Climate and Nature Committee
3	Buildings (including public facilities) * Hard landscaped memorial features (for example, a plaque wall) * Opportunities for further ashes interment/more formal memorials	Financial Year 2026-29+ (TBC)	Further detailed design/architecture	Ability to offer services using chapel Ashes scattering and interment More formal memorial options	Open Spaces/Facilities (TBC)

* These aspects are not included in the Seed landscape design.

Officer Report to Thornbury Town Council Open Spaces Committee

Report Title: Update on Works to the Culvert Adjacent to Oakleaze Green

Prepared By: Wendy Sydenham, Deputy Clerk

Meeting Date: 15 September 2026

Status: For Noting



1. Detail

The Committee has previously authorised works to the culvert which runs along the back of Oakleaze Green. This section of culvert is the responsibility of the Town Council. A resident of Gillingstool had recently experience flooding in their garden and Wessex Water suggested that this was linked to the culvert. Officers brought in a contractor to examine the drains linking to the culvert and found a defective section of pipe work at the connection to the culvert. The Committee authorised repairs to be carried out at a quoted cost of £1704 + VAT (procured in line with the Financial Regulations). The Committee was informed of the possibility of further works being needed once repairs began and visibility was improved through the pipes and the culvert.

During the works, the contractor identified that the existing connection to the culvert was significantly more deteriorated than originally anticipated and had collapsed completely. It was therefore necessary to install a new connecting section. The cost of the repair increased to £3834.98 and was authorised by officers out of meeting. A full report and images were supplied to officers by the contractor to evidence the more substantial repair that was required. The contractor charged the additional labour costs at a reduced rate and supplied some additional materials free of charge.

Following completion of the repairs, the contractor confirmed the following:

During the works, drainage odours were noted that would not normally be associated with a surface water drainage system. This may indicate that one or more upstream properties are incorrectly discharging grey water into the surface water drainage network.

Grey water from domestic properties should not discharge into soakaways or directly into watercourses. If such a misconnection exists, it is likely to have contributed to the premature failure and reduced lifespan of the original soakaway.

At this stage, we cannot confirm that a misconnection is present, and further investigation will be required before any conclusions can be reached.

We recommend carrying out a CCTV drainage survey together with dye testing of the upstream properties to identify whether any grey water is entering the surface water system.

These investigations could not be undertaken previously because the drainage system was not flowing correctly; now that the new connection has been completed, this work can be carried out.

Please note that, at this stage, there is no confirmation that a drainage misconnection exists. Further investigation is required before any conclusions can be drawn.

Officers authorised the contractor to carry out the CCTV survey with dye testing at a cost of £240 per hour, with 2-4 hours likely to be required. We are currently awaiting the report from this.

2. Officer Request

The Committee is asked to:

- Note the contents of this report.
- Ratify the officer decisions made out of meeting for the following expenditure to come from 130/4150 Open Spaces/Maintenance:
 - (a) additional expenditure on the initial connection repair, totalling £3834.98
 - (b) the expenditure on the further CCTV survey and dye testing at £240 per hour, with 2-4 hours likely to be required
- To note that further expenditure may be required, depending on the results of the second CCTV survey and dye testing. Full details will be provided by officers in due course.

(Note – it is likely that an overspend will need to be agreed by Full Council on 130/4150 Open Spaces/Maintenance, but officers will await details on possible further expenditure before making this request.)

Thornbury Town Council – Full Council – Tuesday Sept 8th 2026

Proposal to review the Council's Strategic Plan and agree an updated Strategic Plan for 2027-2031

Report by Cllr Helen Ball

1. Purpose

To agree to undertake a review of the current strategic plan, so that an updated strategic plan is agreed by January 2027, for implementation 2027-2031

2. Background

The council agreed the current Strategic Plan in March 2023 (attached Appendix1). A review of progress was undertaken after 2 years (attached Appendix 2). With a new council being elected in May 2027, it is suggested that it would be useful to review and update the plan, to give a framework for future work of the council and that the updated Plan is timetabled to mirror the 4 year cycle of Full Council.

3. Next Steps and Scope

Scope of review- the review will assess progress made against the agreed priorities as set out. It will consider whether

- the current priorities are still relevant,
- sufficient progress has been made to consider any of the priorities becoming 'mainstream/ business as usual'
- any new priorities should be identified for the coming period

The following timetable is proposed:

8th Sept 2026 – Proposal to review and update the Strategic Plan agreed
Local residents are informed of this review, and consultation is undertaken to feed into the drafting of an updated strategy.

10th November 2026– By this date, relevant committees, working groups and officers review progress to deliver the current strategic plan, an updated review table is brought forward for consideration by Full Council, along with any community feedback. Initial consideration is given to future priorities. Some of this review work may feed into budget proposals for 2027-28.

12th January 2027 – Thornbury Town Council Strategic Plan 2027-31 is agreed, with a formal review process undertaken at the mid-point, to ensure that sufficient progress is being made. The Updated Strategic Plan will be widely disseminated to local residents.

4. Recommendation

It is agreed that the Council's Strategic Plan is reviewed, using the scope and timetable of the review as set out.

INTRODUCTION

This Strategic Plan sets out Thornbury Town Council's vision, values and priorities for the next 5 years. The Strategy builds on the council's track record, takes into account latest census information and feedback from the resident's survey 2022.

VISION

To be a local leader as Thornbury expands; deliver high quality, affordable services; work positively in partnership with local and public sector organisations, local businesses and the community throughout Thornbury

VALUES

- Transparency and integrity
- Quality and sustainability
- Community cohesion
- Forward thinking

PRIORITIES

These priorities will guide the Town Council's decision making and budget allocation for the next 5 years and will be delivered by more detailed action plans, reviewed annually.

- Implement Thornbury's 'Climate Change and Local Nature Action Plan' to deliver the council's commitment to tackle the Climate Emergency
- Develop enhanced support and services for young people in recognition of Thornbury's growing younger population
- Implement the Council's Capital Strategy to ensure that our building and land assets are used in the best interests of the town
- Promote community activities to build Thornbury's sense of community and pride

At the same time, the council will continue to:

- Deliver high quality open spaces and cemetery provision
- Deliver its partnership with voluntary and community organisations through the grants programme and Service Level Agreements
- Work to engage all parts of the community, such as older and young people; new residents and communities; cultural and historical organisations; sports and recreation clubs.
- Represent the town and council's views as appropriate, for example in responding to planning application and other consultations
- Regularly communicate with residents, using all appropriate media outlets, so that everyone can be involved
- Be prepared to explore new ideas and opportunities that fit within our 5-year Strategic Plan
- Be a good employer and deliver value for money

Full Council – 11th March 2025

Thornbury Town Council Strategic Plan 2023- 2028 – Review of progress to March 2025

Background

The council adopted its strategic plan in March 2023. This is the first review of how far, as a council, we have made progress to implement this plan. This review also gives us the opportunity to confirm that these priorities are still relevant and to agree actions to ensure that we continue to deliver them in a timely way that is visible to the residents of Thornbury. Detailed action is taken forward by the relevant committee or working group.

Recommendation

That council reviews progress to date on the strategic plan, and agrees any further actions to be taken. This plan will be reviewed annually from now on, with a comprehensive re-assessment in 2027-28. Agree that the Strategic Plan 2023-25 should be listed under the Council tab, alongside the capital strategy.

Priority	2023-24	2024-25
Implement Thornbury's 'Climate Change and Local Nature Action Plan' to deliver the council's commitment to tackle the Climate Emergency	Implementation of biodiversity ring around Thornbury- 100 metres of hedgerow Installation of Beehives in Thornbury Cemetery 1 st Electric vehicle purchased Creation of Eco-Volunteer scheme 70 trees planted, and clean up events Support Plastic Free Thornbury, and reduce council use of plastics	Biodiversity Policy agreed Oct- Co-sponsored Community Energy Festival Continue various actions started in 2023-24

	Energy efficiency survey completed in Town Hall , leading to action plan to reduce energy usage	
Develop enhanced support and services to young people in recognition of Thornbury's growing younger population	Youth Survey completed to inform future actions March - agreed Youth Activities Offer contract, in partnership with SGC and FACE Summer – new sandpit opened in Mundy Playing Fields August – redevelopment of Eastland Avenue Play Area completed	Regular monitoring of Youth Activity Offer contract Agree to invest in and work with Krunch to replace skatepark
Implement the Council's Capital Strategy to ensure that our buildings and local assets are used in the best interests of the town		Spring – consultation meeting with sports clubs re future sports requirements in Thornbury, to feed into Capital Strategy June – refurbished tennis courts launched Summer- installation of dedicated BBQ area in Mundy Playing Fields Sept – Capital Strategy agreed with timescales. Implementation through Capital Strategy Working Group.
Promote community activities to build Thornbury's sense of community and pride	Monthly Meet Your Councillor sessions re-launched Council stall and presence at Carnival, Fireworks event and Xmas lights switch on Sept – Town Hall open on Heritage Open Day	Council stall and presence at D-Day event, Carnival and Xmas lights switch on Flags flown each month to reflect Thornbury's part in our wider society- new initiative Sept- Town Hall open to public on Heritage Open Day

	April – re-launch of Annual Town meeting, with community group participation Review and update of Community Development and Small Grants to encourage more and new applications Freedom of the Town awarded	Dec 2024- Thornbury becomes a 'Walkers are Welcome' Town Freedom of the Town Awarded Dec- Community Feedback Survey on Car Parking Charges, and submission of response to SGS Nov- Feb – Mayor's Awards launched; 119 nominations. Ceremony in Feb Jan – introduction of events category within grants portfolio
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