



## Minutes of the Meeting of the Full Council

held on Tuesday 12 May 2026 at 7:30pm  
at Council Chamber, Town Hall

**Members present:** Cllrs Helen Ball  
Gil Gilroy  
Chris Bloor  
Danny Bonnett  
Kath Greenman  
Chris Rowe  
David Dawkins  
Chris Woodhouse  
Neil Johnson  
Fiona Deas  
Chris Davies  
Christine Carter

**In attendance:** Hannah Bowden (Chief Executive)  
1 member of administration staff  
1 member of the public

**Absent:** Cllr Maggie Tyrrell  
Jayne Stansfield  
Tiff O'Connor

**FC2627.1. To elect Town Mayor and Chair for the 2026-27 civic year**

It was **RESOLVED** to elect Cllr Helen Ball as Town Mayor and Chair for the 2026-27 civic year.

**FC2627.2. To receive the Town Mayor's declaration of Acceptance of Office**

The Town Mayor's Declaration of Acceptance of Office was received by Council.

**FC2627.3. To elect Deputy Town Mayor and Deputy Chair for the 2026-27 civic year**

It was **RESOLVED** to elect Cllr Chris Woodhouse as Deputy Town Mayor and Deputy Chair for the 2026-27 civic year.

**FC2627.4. To receive the Deputy Town Mayor's Declaration of Acceptance of Office**

The Deputy Town Mayor's Declaration of Acceptance of Office was received by Council.

**FC2627.5. To note any apologies for absence**

Apologies from Cllr Maggie Tyrrell, Cllr Jayne Stansfield and Cllr Tiff O'Connor were noted.

**FC2627.6. To receive any declarations of interest or requests for dispensation from members**

No declarations of interest were made by members

**FC2627.7. To receive any representations from the public relating to items on the agenda**

No representations were made by the member of the public present

**FC2627.8. To approve the minutes of the meeting of the Full Council held on held on 10 March 2026**

It was **RESOLVED** to approve the minutes of the meeting of the Full Council held on 10 March 2026, as an accurate record.

**FC2627.9. To review and adopt Standing Orders**

It was **RESOLVED** to adopt Standing Orders, as presented.

**FC2627.10. To review and adopt Financial Regulations**

It was **RESOLVED** to adopt Financial Regulations, as presented and reviewed.

**FC2627.11. To review and adopt Code of Conduct**

It was **RESOLVED** to adopt Code of Conduct, as presented.

**FC2627.12. To review the terms of reference, including delegated arrangements for:**

- Finance and General Purpose Committee
- Open Spaces Committee
- Planning Committee
- Staffing Committee
- Climate and Nature Committee
- Complaints Committee
- Thriving Nature Working Group
- Events and Innovations Working Group
- Capital Strategy Working Group
- Service Level Agreement Working Group
- Grant Review Working Group
- Youth Council Working Group – new terms

It was **RESOLVED** to approve the terms of reference, including delegated arrangements, for the Finance and General Purpose Committee, Open Spaces Committee, Planning Committee, Staffing Committee, Climate and Nature Committee, Complaints Committee, Events and Innovations Working Group, Capital Strategy Working Group, Service Level Agreement Working Group, Grant Review Working Group and the Youth Council Working Group.

**FC2627.13. To agree the schedule of meeting dates for civic year 2026-2027**

It was **RESOLVED** to approve the schedule of meeting dates for the civic year 2026-2027, as presented.

**FC2627.14. To appoint membership and Chair to the following Committees:**

It was **RESOLVED** to appoint the following Council members to Committees:

- **Finance and General Purpose Committee (minimum with Chairs of committees except for Planning Committee)**

Cllr Chris Woodhouse (Chair), Cllr Danny Bonnett, Cllr Fiona Deas, Cllr Helen Ball, Cllr Chris Rowe, Cllr Chris Davies, Cllr Maggie Tyrrell, Cllr Jayne Stansfield

- **Open Spaces Committee (minimum 6)**

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

- **Planning Committee (minimum 6)**

Cllr Maggie Tyrrell (Chair), Cllr David Dawkins, Cllr Chris Davies, Cllr Fiona Deas, Cllr Jayne Stansfield, Cllr Helen Ball

- **Staffing Committee (minimum of 6)**

Cllr Fiona Deas (Chair), Cllr Chris Rowe (Vice Chair), Cllr Gil Gilroy, Cllr Chris Bloor, Cllr Kath Greenman, Jayne Stansfield

- **Climate and Nature Committee (6)**

Cllr Danny Bonnett (Chair), Cllr Gil Gilroy, Cllr Chris Bloor, Cllr Kath Greenman, Cllr Chris Rowe, Cllr Maggie Tyrrell, Cllr Christine Carter

**FC2627.15. To appoint membership to the following working groups:**

It was **RESOLVED** to appoint the following Council members to working groups:

- **Events and Innovations Working Group (maximum 7)**

Cllr Helen Ball, Cllr Christine Carter, Cllr Gil Gilroy, Cllr Chris Bloor, Cllr Chris Davies, Cllr Kath Greenman

- **Capital Strategy Working Group (maximum 8)**

Cllr Helen Ball, Cllr Fiona Deas, Cllr Gil Gilroy, Cllr Maggie Tyrrell, Cllr Chris Bloor, Cllr Chris Davies, Cllr Jayne Stansfield, Cllr Chris Woodhouse

- **Service Level Agreement Working Group (unlimited)**

Cllr Helen Ball, Cllr Fiona Deas, Cllr Gil Gilroy, Cllr Kath Greenman, Cllr Jayne Stansfield

- **Grant Review Working Group (unlimited)**

Cllr Helen Ball, Cllr Fiona Deas, Cllr Chris Woodhouse, Cllr Kath Greenman, Cllr Jayne Stansfield, Cllr Gil Gilroy, Cllr David Dawkins

- **Thriving Nature Working Group (same as Climate & Nature Committee)**

Cllr Danny Bonnett (Chair), Cllr Gil Gilroy, Cllr Chris Bloor, Cllr Kath Greenman, Cllr Chris Rowe, Cllr Maggie Tyrrell, Cllr Christine Carter

- **Youth Council Working Group (unlimited)**

Cllr Chris Woodhouse, Cllr Tiff O'Connor, Cllr Danny Bonnett, Cllr Kath Greenman, Cllr Chris Bloor

**FC2627.16. To review and agree representatives for external organisations and agree arrangements for reporting back**

It was **RESOLVED** that the following Councillors, who will report back to full Council, will be representatives to the organisations:

<b>Representatives of Outside Bodies</b>	<b>Councillor Representative for 2026-2027</b>
Town Trust – appointment of 3 people as a Nominative Trustee for a 4-year term	Chris Davies (2026), Fiona Deas (2024), Helen Ball (2026)
Chantry Community and Arts Centre	VACANT
4 Towns and Vale Link Community Transport	Jayne Stansfield
Thornbury and District Heritage Trust	Chris Bloor
Oldbury Nuclear Power Station Stakeholders Group	Chris Bloor
Thornbury in Bloom	VACANT
Town Centre Partnership	Chris Bloor, Helen Ball, Christine Carter
Avon Local Councils Association	Jayne Stansfield
Thornbury Christmas Lights Association	Chris Bloor
Over 60's Tea Room	Fiona Deas
Volunteer Link	Helen Ball
Tytherington Quarry Liaison Group	VACANT
Park Farm CIC observer position	Chris Woodhouse
Youth Engagement	Gil Gilroy, Tiff O'Connor
Love Thornbury	Christine Carter
Plastic Free Steering Group	Kath Greenman
Fair Trade	Gil Gilroy
Citizens Advice Bureau	Helen Ball
Thornbury Town Football Club	Fiona Deas
Town and Parish Council Forum	Fiona Deas
Walkers are Welcome	Kath Greenman
Thornbury Pub Watch	Fiona Deas
Skatepark CIC	Tiff O'Connor
Your Voice	Chris Bloor
Chamber of Commerce	Helen Ball

**FC2627.17. To review and agree members to the voluntary Town Council positions:**

- Tree Warden
- Footpath Warden

It was **RESOLVED** that Cllr Chris Bloor would continue his roles as both Tree Warden and Footpath Warden.

**FC2627.18. To elect a Mace Bearer for the 2026-27 civic year**

It was **RESOLVED** to elect Cllr Jayne Stansfield to the position of Mace Bearer, for the 2026-27 civic year.

**FC2627.19. To review and assess the Risk Register as recommended by all committees**

Council reviewed and assessed the Risk Register. It was **RESOLVED** to approve as presented.

**FC2627.20. To review the Asset Register**

Council reviewed and **RESOLVED** to approve the Asset Register

**FC2627.21. Review and agree the bank mandate**

The bank mandate was reviewed, and it was **RESOLVED** to agree as presented.

**FC2627.22. To confirm subscriptions and memberships for 2026-2027**

It was **RESOLVED** to confirm subscriptions and memberships for the 2026-2027 as presented.

**FC2627.23. To confirm direct debits for 2026-2027**

IT was **RESOLVED** to confirm direct debits for 2026-2027 as presented.

**FC2627.24. To review and agree the Internal Controls**

On review, it was **RESOLVED** to approve the Internal Controls, as presented

**FC2627.25. To receive quotes and appoint insurers**

Three companies were approached, including brokers, and one quotation received. It was **RESOLVED** to appoint Zurich entering a 3 year contract at a cost of £17,427.59 for the first year.

**FC2627.26. To approve the overspends for 2025-2026 budget as recommended by the Finance and General Purpose Committee**

It was **RESOLVED** to approve the overspends for 2025-2026 budget by the Finance and General Purpose Committee

**FC2627.27. To approve the overspends for 2026-2027 budget as recommended by the Finance and General Purpose Committee**

It was **RESOLVED** to approve the overspends for 2026-2027 budget as recommended by the Finance and General Purpose Committee

**FC2627.28. To agree end of year earmarked reserve movement for 2025-26 as recommended by Finance and General Purpose Committee**

It was **RESOLVED** to agree the end of year earmarked reserve movement for 2025-2026 as recommended by Finance and General Purpose Committee

**FC2627.29. To review and agree the Annual Accounts for 2025-2026**

Having been reviewed, it was **RESOLVED** to agree the Annual Accounts for 2025-2026 and they were signed by the chair.

**FC2627.30. To review and agree the Internal Audit Report and Annual Governance Statement for 2025-2026**

Having been reviewed, it was **RESOLVED** to agree the Internal Audit Report and Annual Governance Statement for 2025-2026. The Annual Governance Statement was duly signed by the Chair.

**FC2627.31. To review and agree the Accounting Statements for 2025-2026**

Council reviewed the Accounting Statements for 2025-2026 and **RESOLVED** to agree them as presented. The Accounting Statements was duly signed by the Chair.

**FC2627.32. To confirm the dates for the Notice of Public Rights and publicity methods**

Council **RESOLVED** for the Notice of Public Rights and publicity announcement to be made on the 1<sup>st</sup> June, commencing Wednesday 3<sup>rd</sup> June and ending on Tuesday 14<sup>th</sup> July. The Notice of Public Rights will be published on the Town Council's website and High Street Notice Board.

**FC2627.33. To consider any conflicts of interest with the external auditors BDO Ltd**

Cllr Danny Bonnett declared that a relative worked for BDO Ltd. It was **RESOLVED** that this was the only conflict of interest with the external auditors BDO Ltd.

**FC2627.34. To respond to the request for the Council to sign the Armed Forces Covenant**

It was **RESOLVED** to sign the Armed Forces Covenant and appoint Cllr Gil Gilroy as the named champion on behalf of Thornbury Town Council.

**FC2627.35. To appoint the contractor to update the ecology surveys as a result of the April Climate and Nature Committee meeting being inquorate**

It was **RESOLVED** to appoint the recommended contractor to update the ecological surveys across Thornbury Town Council-owned sites at a cost of £1930 excluding VAT.

**FC2627.36. To receive officer report and approve the proposed Landscape Strategy for the Mundy Playing Fields as recommended by the Capital Strategy Working Group**

The Officer Report for the proposed landscape strategy was received, and it was **RESOLVED** to approve the recommended landscape strategy and the approach for the play feature, as set out by the Capital Strategy Working Group.

**FC2627.37. To note agenda items for the next meeting to be sent to the Chief Executive Officer by 9am on Monday 6 July 2026**

It was noted that agenda items for the next meeting must be sent to the Chief Executive Officer by 9am on Monday 6 July 2026.

**FC2627.38. Date of next meeting - 7.30pm on Tuesday 14 July 2026**

It was noted that the next meeting would be held at 7.30pm on Tuesday 14 July 2026.

[Meeting Closed at 20:47]