



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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18th April 2018

To Councillors:

Mandy Clarke; Richard Clarke; Tom Clifford; Jo Davis; Audrey Gillard-Sprake; Stephen Goodwin; Nathan Hartley; Edward Jones; Simon Kidd; Andrew Larcombe; Ray Love; Claire Parfitt; Jonathan Rich (Vice-Chair); Kathy Thomas (Chair); David Walker; Karen Walker.

You are hereby summoned to attend the Full Council meeting of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 24th April 2018 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk

AGENDA

Meeting of the Full Council

7.00pm

Public Session - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general.** Please be aware that if matters are raised not related to this agenda they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason. Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

To receive information, if any, which ward councillors may wish to bring to the Parish Council's attention on any below-listed agenda items. The Ward Councillors' report is circulated to all councillors as their 'Village Voice' publication.

****PLEASE ENSURE THAT MOBILE TELEPHONES ARE SET TO 'SILENT' MODE IN THE COUNCIL CHAMBER****

Please be aware that Parish Council meetings may be recorded, subject to the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.

C276 – 24/04/2018	Apologies for Absence	2 min
To receive and approve, if necessary, any apologies for absence. To include an update on councillor absenteeism (appendix A).		7.12pm
C277 – 24/04/2018	Declarations of Interest	2 min
To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.		7.14pm

Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.		
C278 – 24/04/2018	Minutes i. To consider and approve the minutes of the Full Council meeting held on 20 th March 2018 (appendix B). ii. To consider and approve the minutes of the Annual Village Meeting held on 10 th April 2018 (appendix C). iii. To review updated list of actions from the last meeting (appendix D).	4 min 7.18pm
C279 – 24/04/2018	Information Governance To receive a presentation on Information Governance, to cover data protection and security, by Robert Long from Audit West.	30 min 7.48pm
C280 – 24/04/2018	Implementation of SharePoint To receive update on the implementation and make any suggestions for further improvements/changes to SharePoint.	3 min 7.51pm
C281 – 24/04/2018	Items for Urgent Report Items which, in the opinion of the Chair, should be reported on as a matter of urgency.	3 min 7.54m
C282 – 24/04/2018	Council Committee Updates To receive nominations and appoint a new Chair of the Planning & Environment Committee (appendix E).	2 min 7.56pm
C283 – 24/04/2018	Outside Bodies i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting (appendix F). ii. To receive Police updates and consider if any incidents require further discussion as a future agenda item. Next Police Beat Surgery Wednesday 9 th May 2018 10.00-11.00am at The Circle Hospital Café (appendix G).	4 min 8.00pm
C284 – 24/04/2018	Invitations and Representations i. To review any invitations requesting representation from the Parish Council and determine attendance (appendix H). ii. To receive a verbal report on any events attended since the last meeting.	2 min 8.02pm
C285 – 24/04/2018	Chair's Report To receive a verbal report from the Chair.	3 min 8.05pm
C286 – 24/04/2018	Memorials & Interments at Ashgrove Cemetery To consider requests for new memorials at Ashgrove Cemetery (appendix I).	2 min 8.07pm
C287 – 24/04/2018	Financial Matters i. To review and approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31 st March 2018 (appendix J). ii. To consider subscription payments for various professional supporting bodies (appendix K). iii. To receive update on Community Empowerment Fund (pre-reading appendix L). iv. To consider recommendations regarding the carrying forward of specific budget balances from the 2017-18 to the 2018-19 financial years for items already agreed (pre-reading appendix M).	6 min 8.13pm
C288 – 24/04/2018	Planning Related Matters A. To decide on the Parish Council's official response regarding the following planning applications (feedback for discussion from members can be found as appendix N). i. Ref. 18/01384/FUL – 4 Bloomfield Terrace, Peasedown St. John, Bath, BA2 8DU – Erection of a two-storey rear extension following demolition of the existing utility room, a single storey front porch and a detached garage at the rear and replacement of all windows – Mr James & Mrs Erica Cusick. Weblink to planning documents: http://www.bathnes.gov.uk/planningdocuments=18/01384/FUL	20 min 8.33pm

<p>ii. Ref. 18/01357/FUL – 156 Faulkland View, Peasedown St. John, Bath, BA2 8TQ – Erection of single storey rear extension – Mr Simon Jones. Weblink to planning documents: http://www.bathnes.gov.uk/planningdocuments=18/01357/FUL</p> <p>iii. Ref. 18/01202/FUL – Tommy Stables, Wellow Lane, Peasedown St John, Bath, BA2 8HY – Erection of replacement double garage – Mr & Mrs Sinclair. Weblink to planning documents: http://www.bathnes.gov.uk/planningdocuments=18/01202/FUL</p> <p>iv. Ref. 18/01122/FUL – 40 Pippin Close, Peasedown St. John, Bath, BA2 8SP – Erection of a single storey rear extension – Mrs Sandra Bessell. Weblink to planning documents: http://www.bathnes.gov.uk/planningdocuments=18/01122/FUL</p> <p>B. To receive a report on the following (pre-reading appendix O):</p> <p>i. Planning decisions issued by B&NES Council.</p> <p>ii. Planning enforcement matters.</p> <p>iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes.</p> <p>iv. Update on the Greenlands Road planning decision and determine the involvement of the Parish Council with Curo regarding this development.</p> <p>C. To receive an update regarding the draft Housing and Economic Land Availability Assessment (HELAA) site reviews as part of the preparation for the B&NES Council Local Plan (appendix P).</p>	
The meeting will be adjourned for a 10-minute comfort break.	
<p>C289 – 24/04/2018 Greenlands Road Car Park To receive update and make any associated decisions regarding the proposal from B&NES Council to grant a leasehold interest to the Parish Council for Greenlands Road Car Park (appendix Q).</p>	<p>5 min 8.48pm</p>
<p>C290 – 24/04/2018 Annual Village Meeting To review suggested feedback questionnaire for circulating to attendees of the Annual Village Meeting 2018, to help determine the event for future years (appendix R).</p>	<p>2 min 8.50pm</p>
<p>C291 – 24/04/2018 Dog Waste and Litter Bins To consider requests for waste bins to be supplied and erected in various locations within the village (appendix S).</p>	<p>5 min 8.55pm</p>
<p>C292 – 24/04/2018 Braysdown Allotments Advisory Panel To receive an update from the Braysdown Allotments Advisory Panel following their meeting on 5th April 2018 (appendix T).</p>	<p>2 min 8.57pm</p>
<p>C293 – 24/04/2018 General Data Protection Regulation To receive update on the implementation of GDPR and proposed schedule of works (appendix U).</p>	<p>2 min 8.59pm</p>
<p>C294 – 24/04/2018 Defibrillators To receive update on the defibrillator at Beacon Hall and to consider requests for additional defibrillators at other locations in the parish (appendix V).</p>	<p>5 min 9.04pm</p>
<p>C295 – 24/04/2018 Future of Peasedown St John Youth Hub To receive an update, following a meeting on 19th April 2018, regarding the current consultation run by B&NES Council's Youth Connect Team regarding the future of the Youth Hub (appendix W).</p>	<p>3 min 9.07pm</p>

C296 – 24/04/2018	Persimmon Land Transfer Advisory Panel	2 min
To receive update from the recent meeting of the Persimmon Land Transfer Advisory Panel held on 17 th April 2018 (appendix X).		9.09pm
C297 – 24/04/2018	Terms of Reference & Delegations	2 min
To receive the final a draft of the amended Terms of Reference and Delegations in readiness for adoption at the Annual Meeting of the Full Council in May 2018 (appendix Y).		9.11pm
C298 – 24/04/2018	Standing Orders	2 min
To receive the final a draft of the amended Standing Orders in readiness for adoption at the Annual Meeting of the Full Council in May 2018 (appendix Z).		9.13pm
C299 – 24/04/2018	Financial Regulations	2 min
To review Financial Regulations and provide feedback for the next Finance & Amenities Committee meeting on 1 st May in readiness for adoption at the Annual Meeting of the Full Council in May 2018 (appendix AA).		9.15pm
C300 – 24/04/2018	Calendar of Meetings for the 2018-19 Council Year	2 min
To review the proposed calendar of council meetings as in preparation for adoption at the Annual Meeting of the Full Council in May 2018 (appendix AB).		9.17pm
C301 – 24/04/2018	Centenary Armistice Beacon Lighting Event	2 min
To appoint an Advisory Panel to plan the centenary armistice beacon lighting event to be held on Sunday 11 th November 2018 at Beacon Hall (appendix AC).		9.19pm
C302 – 24/04/2018	Consultation on Street Trading Policy	2 min
To discuss the Street Trading Policy Review document as published by B&NES Council and to determine what official response to be submitted for this consultation. Further details can be found via the following link: http://www.bathnes.gov.uk/consultations/street-trading-policy-review Consultation response deadline is 6 th June 2018 (appendix AD).		9.21pm
C303 – 24/04/2018	Order of Known Business Document	2 min
To review progress on the Order of Known Business document for the 2017-18 council year and to consider the proposed Order of Known Business document for the 2018-19 council year and suggest any amendments in readiness for adoption at the Annual Meeting of the Full Council in May 2018 (appendix AE).		9.23pm
C304 – 24/04/2018	Clerk Updates and Priorities	1 min
To receive update from the Clerk regarding actions since the last meeting and items to be focused on over the next few weeks (appendix AF).		9.24pm
C305 – 24/04/2018	Advisory Panel of Chairs	2 min
To receive a report from the Advisory Panel of Chairs following their meeting on 17 th April and to consider their recommendations for works/project priorities and make associated decisions (appendix AG).		9.26pm
C306 – 24/04/2018	Future Agenda Items & Cllr Questions	1 min
Opportunity to provide the Clerk with requests for possible future agenda items and to raise questions on items not otherwise covered on the agenda.		9.27pm
C307 – 24/04/2018	Review of New Actions	1 min
To review that any actions generated from the meeting have been correctly captured on the Actions Register.		9.28pm
C308 – 24/04/2018	Date and Time of Next Meeting	1 min
The next meeting is the Annual Meeting of the Full Council and is scheduled to be held on Tuesday 15 th May 2018 at 7pm at the Beacon Hall.		9.29pm