



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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13th February 2019

To Councillors:

Barbara Bailey; Mandy Clarke; Richard Clarke; Tom Clifford; Jo Davis; Audrey Gillard-Sprake; Stephen Goodwin; April James; Simon Kidd; Andrew Larcombe; Ray Love; Linda Morgan; Conor Ogilvie-Davidson; Claire Parfitt; Jonathan Rich (Vice-Chair); Kathy Thomas (Chair).

You are hereby summoned to attend the Full Council meeting of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 19th February 2019 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.

****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.

C288 – 19/02/2019	Apologies for Absence	2 min
To receive and approve, if necessary, any apologies for absence. To include an update on councillor absenteeism.		7.12pm
C289 – 19/02/2019	Declarations of Interest	1 min
To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.		7.13pm

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.	
C290 – 19/02/2019 Minutes To consider and approve the minutes of the Full Council meeting held on 22 nd January 2019.	2 min 7.15pm
C291 – 19/02/2019 SharePoint and Actions Register i. To receive update on SharePoint and consider any suggestions for improvements. ii. To review list of actions for those items not expected to meet their target completion date. iii. To report on outstanding Committee-related actions that are not expected to meet their target completion dates and consider amending them if applicable.	4 min 7.19pm
C292 – 19/02/2019 Items for Urgent Report Items which, in the opinion of the Chair, should be reported on as a matter of urgency.	2 min 7.21m
C293 – 19/02/2019 Extending the Length of the Meeting Due to the number of agenda items for discussion, to consider extending the length of the meeting in anticipation of it taking longer than 2½ hours, thereby suspending Standing Order 3r.	1 min 7.22pm
C294 – 19/02/2019 Council Committee Updates To receive updates from the following Committees which have met since the last Full Council meeting: i. Personnel Committee (meeting held on 5 th February 2019). ii. Executive Committee (to consider recommendations from the Advisory Panel meeting held on 12 th February 2019).	4 min 7.26pm
C295 – 19/02/2019 Personnel Related Policies To consider the following recommendations from the Personnel Committee following the review of personnel related policies at their meetings: i. That the changes to these existing Policies be approved for adoption: a. Bereavement Policy; b. Local Government Pension Scheme Employers' Discretions Policy. ii. That the following new polices be approved for adoption: a. Travel Policy; b. Protocol on New Councillor Induction.	8 min 7.34pm
C296 – 19/02/2019 Outside Bodies i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting. ii. To receive Police updates and consider if any incidents require further discussion as a future agenda item. The date of the next Police Beat Surgery is to be determined.	2 min 7.36pm
C297 – 19/02/2019 Invitations and Representations i. To review any invitations requesting representation from the Parish Council and determine attendance. ii. To receive a verbal report on any events attended since the last meeting.	2 min 7.38pm
C298 – 19/02/2019 Chair's Report To receive a verbal report from the Chair.	2 min 7.40pm
C299 – 19/02/2019 Ashgrove Cemetery i. To consider any requests for new memorials at Ashgrove Cemetery. ii. To receive an update on recent activity at Ashgrove Cemetery.	2 min 7.42pm
C300 – 19/02/2019 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 2019 (incl. Beacon Hall lighting). ii. To receive a report on General and Ear Marked Reserves and Committed Expenditure and make any associated decisions (including part payment of street light invoice). iii. To review amendments to the Financial Regulations and to consider approval of the changes. iv. To receive update on moving to monthly payroll and to make any associated decisions.	10 min 7.52pm

v. Further to recommendations from the Internal Audit Report to review the draft new Anti-Fraud, Corruption and Theft Policy and make any suggestions for amendment prior to considering adoption.	
C301 – 19/02/2019 Ride on Mower To consider the options for the replacement of the ride-on-mower and to formally agree the change from owning a ride-on mower to leasing one.	8 min 8.00pm
C302 – 19/02/2019 School Crossing Patrol Service To receive an update on the School Crossing Patrol service and to consider whether to renew the Contract for Services agreement with B&NES Council, or to appoint an Advisory Panel to further investigate into the details and bring back to Full Council for a decision.	10 min 8.10pm
C303 – 19/02/2019 Persimmon Land Transfer Advisory Panel To receive update from the Persimmon Land Transfer Advisory Panel and to consider their recommendations regarding Persimmon’s proposals for the land transfer to the Parish Council and to make any associated decisions, including decisions around funding of any related professional fees and appointment of a solicitor.	15 min 8.25pm
The meeting will be adjourned for a 10-minute comfort break.	
C304 – 19/02/2019 Planning Related Matters A. To decide on the Parish Council’s official response regarding the following planning applications (to include consideration of any feedback on the applications from members). i. Ref. 19/00273/FUL - 59 Braysdown Lane, Peasedown St. John, Bath, BA2 8HS - Erection of two storey rear extension and rear conservatory - Mr Grant Burnell. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/00273/FUL%27&history=1f0af5d0866c45cebd3aa34b3f4948b0&SearchLayer=DCApplications ii. Ref. 19/00206/TPO - Bloomfield House, 3 Braysdown Lane, Peasedown St. John, Bath, BA2 8HQ - T1- Lime tree- Remove stem over highway and in neighbouring garden and crownlift to 15ft and crown thin by 10% deadwood - Mr James Tadman. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/00206/TPO%27&history=1f0af5d0866c45cebd3aa34b3f4948b0&SearchLayer=DCApplications iii. Ref. 19/00446/FUL - 51 - 53 New Buildings, Peasedown St. John, Bath, BA2 8LB - Construction of new single storey kitchen extension and alteration of existing disused garage to form new two storey extension - Mr & Mrs Clifford. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/00446/FUL%27&history=1f0af5d0866c45cebd3aa34b3f4948b0&SearchLayer=DCApplications B. To receive a report on the following: i. Planning decisions issued by B&NES Council. ii. Planning enforcement matters – estate agent boards; front garden conversions to parking areas; temporary buildings; non-adherence to planning permissions. iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes. C. To ratify the site reviews of the Housing and Economic Land Availability Assessment (HELAA) for Peasedown St John as the formal response to B&NES Council for inclusion as part of the Local Plan.	20 min 8.55pm
C305 – 19/02/2019 Local Council Elections To receive an update on the dates and process for the Local Council elections to be held on 2 nd May 2019.	5 min 9.00pm
C306 – 19/02/2019 Standing Committees and Delegations In preparation for adoption at the Annual Meeting of the Council in May, to review the Council Committee Structure and Terms of Reference and Delegations and make suggestions for any amendments (potential of appointing Advisory Panel to this task).	10 min 9.10pm

C307 – 19/02/2019	Community Grants	2 min
To consider any suggested changes to the Terms and Conditions for the 2019/20 Community Grants.		9.12pm
C308 – 19/02/2019	Play Equipment Upgrade	2 min
To receive update regarding the upgrade of play equipment on the Recreation Ground and MUGA on Beacon Field. To consider proposals for the disposal of the old play area tiles and the wooden play fort.		9.14pm
C309 – 19/02/2019	Street Lighting Upgrade	2 min
To receive update regarding the upgrading of Parish Council street lighting to LED.		9.16pm
C310 – 19/02/2019	Football Facilities on the Recreation Ground	6 min
i. To receive update regarding the football facilities on the Recreation Ground to include consideration of purchasing of a boot scraper. ii. To also consider a request from Bristol City Community Trust regarding the running of Wildcats girls football sessions at the Recreation Ground. iii. Finally, to discuss the planning permission for a new Club House and to consider the following proposals from the Charity Trustee: <i>It was unanimously resolved that the Trustees request the Parish Council undertakes investigation into the work required (including necessary requirements to meet the planning permission condition), any associated guarantees and details on funding of the project, and produces a report, within 90 days, to be presented back to the Trustees to enable them to make a decision.</i>		9.22pm
C311 – 19/02/2019	Community Asset Transfer – Greenlands Road Car Park	1 min
To receive update, and depending on whether information is available, to 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.		9.23pm
C312 – 19/02/2019	Annual Village Meeting	2 min
To receive update on preparations for the Annual Village Meeting and to make any associated decisions, including consideration of the calling of the meeting.		9.25pm
C313 – 19/02/2019	General Data Protection Regulation	1 min
To receive update on the implementation of GDPR and to review any relevant policies for adoption and make any associated decisions.		9.26pm
C314 – 19/02/2019	Correspondence, Complaints & Issues	1 min
To review, on Planner, items of significant correspondence, complaints and issues received since the last meeting that should be brought to the Council's attention for information. To include consideration of proposals to replace the bench seat near to the Mercedes roundabout.		9.27pm
C315 – 19/02/2019	Resolution Relating to Confidential Nature	1 min
To pass a resolution that in accordance with Standing Order 3d in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.		9.28pm
C316 – 19/02/2019	Personnel Related Matters	15 min
To receive a report from the Personnel Committee.		9.43pm
C317 – 19/02/2019	Resolution to Revert to Public Session	1 min
To pass a resolution that the meeting is put back into public session.		9.44pm
C318 – 19/02/2019	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.		9.45pm
C319 – 19/02/2019	Review of New Actions	1 min
To review that actions generated from the meeting have been correctly captured on the Actions Register.		9.46pm
C320 – 19/02/2019	Date and Time of Next Meeting	1 min
The next Full Council meeting is scheduled to be held on Tuesday 19 th March 2019 at 7pm at the Beacon Hall.		9.47pm