



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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13th March 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 March 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.

To include a presentation from Joy Fraser and Ian Souter on progress for works undertaken by St John's Church regarding the Youth Hub and Youth Work within the village.

C321 – 19/03/2019	Apologies for Absence	2 min
To receive and approve, if necessary, any apologies for absence. To include an update on councillor absenteeism.		7.12pm

C322 – 19/03/2019	Declarations of Interest To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer. 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.	1 min 7.13pm
C323 – 19/03/2019	Minutes To consider and approve the minutes of the Full Council meeting held on 19 th February 2019.	2 min 7.15pm
C324 – 19/03/2019	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
C325 – 19/03/2019	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
C326 – 19/03/2019	Council Committee Updates To receive updates from the following Committees which have met since the last Full Council meeting: i. Executive Committee (to consider recommendations from the Advisory Panel meeting held on 12 th March 2019). ii. Finance & Amenities Committee (meeting held on 5 th March 2019). iii. Personnel Sub-Committee (meeting held on 19 th March 2019).	6 min 7.27pm
C327 – 19/03/2019	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.	10 min 7.37pm
C328 – 19/03/2019	Personnel Related Policies To receive update from the Personnel Committee regarding the review of the Protocol on Councillor and Officer Relations document in readiness for adoption of the revised document at the Annual Council meeting in May.	4 min 7.41pm
C329 – 19/03/2019	Support for HR Related Matters To consider quotations for the provision of independent support for human resource related matters.	5 min 7.46pm
C330 – 19/03/2019	Anti-Fraud, Corruption and Theft Policy To ratify the recommendations from the Finance & Amenities Committee to adopt the new Anti-Fraud, Corruption and Theft Policy.	2 min 7.48pm
C331 – 19/03/2019	Outside Bodies i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting. Including signing of the Parish Charter. 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 Thursday 11 th April 2019 from 10am to 11am at the Circle Hospital Café.	3 min 7.51pm
C332 – 19/03/2019	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 7.53pm
C333 – 19/03/2019	Chair's Report To receive a verbal report from the Chair.	2 min 7.55pm
C334 – 19/03/2019	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 7.57pm

<p>C335 – 19/03/2019 Financial Matters</p> <p>i. To review and approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31st March 2019.</p> <p>ii. To receive a report on General and Ear Marked Reserves and Committed Expenditure and make any associated decisions (including transfer of funds between banks and accounts).</p> <p>iii. To receive update on moving to monthly payroll and to make any associated decisions.</p> <p>iv. To review amendments to the Financial Regulations and to consider approval of the changes, including update to bank mandate.</p> <p>v. To consider subscription payments for various professional supporting bodies.</p>	<p>10 min 8.07pm</p>
<p>C336 – 19/03/2019 Ride on Mower</p> <p>To consider the options for the replacement of the ride-on-mower and to review the quotations for leasing a new machine.</p>	<p>5 min 8.13pm</p>
<p>C337 – 19/03/2019 Tree Surveys</p> <p>To receive update on the recent tree surveys undertaken on all the areas of Parish Council maintained areas of open space and to consider the findings/recommendations on the reports.</p>	<p>5 min 8.18pm</p>
<p>C338 – 19/03/2019 School Crossing Patrol Service</p> <p>To receive an update on the School Crossing Patrol service in the village.</p>	<p>2 min 8.20pm</p>
<p>C339 – 19/03/2019 Community Grants</p> <p>To receive update on feedback from the 2018/19 Community Grants and to consider request for sponsorship for Party in the Park 2019.</p>	<p>3 min 8.23pm</p>
<p>C340 – 19/03/2019 Persimmon Land Transfer Advisory Panel</p> <p>To receive update regarding Persimmon land transfer to the Parish Council and make any associated decisions, including on professional fees and appointment of a solicitor.</p>	<p>10 min 8.33pm</p>
<p>The meeting will be adjourned for a 10-minute comfort break.</p>	
<p>C341 – 19/03/2019 Planning Related Matters</p> <p>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).</p> <p>i. Ref. 19/00593/FUL - 30 Braysdown Lane, Peasedown St. John, Bath, BA2 8HN - Dig out 6 existing kerbs and remove approx. 13.5 sq.m. of the existing tarmac footpath to a depth of approx. 60mm. Install 5 dropped kerbs and 1 right hand splay kerb. Resurface existing footpath with 6mm AC tar - Mrs Heather Solly. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/00593/FUL%27&history=0f92cc10ab184ff6af91eb3b28ddda86&SearchLayer=DCApplications</p> <p>ii. Ref. 19/00913/FUL - Laurel Farm 17 Carlingcott, Peasedown St John, Bath, BA2 8AN - Erection of single storey workshop with rooflights. Conversion of existing workshop into home office & installation of rooflight – Mrs E. Jolliffe. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/00913/FUL%27&history=69389fb021d045638d0f9cc34704b150&SearchLayer=DCApplications</p> <p>B. To receive a report on the following:</p> <p>i. Planning decisions issued by B&NES Council.</p> <p>ii. Planning enforcement matters – estate agent boards; front garden conversions to parking areas; temporary buildings; non-adherence to planning permissions.</p> <p>iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes.</p> <p>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.</p>	<p>15 min 8.58pm</p>

C342 – 19/03/2019	Consultation on Draft Joint Local Transport Plan 4	5 min
To review the new draft Joint Local Transport Plan (JLTP4) prepared by the West of England Combined Authority and to determine whether to submit an official response from the Parish Council.		9.03pm
C343 – 19/03/2019	Local Council Elections	2 min
To receive an update on the dates and process for the Local Council elections to be held on 2 nd May 2019.		9.05pm
C344 – 19/03/2019	Youth Hub & Youth Work Provision	5 min
To review information received regarding the work undertaken by St John's Church regarding the Youth Hub and to provide youth work provision in the village. Also, to receive update from the Operational Manager of the Youth Hub for figures generated from the last quarter.		9.10pm
C345 – 19/03/2019	Campaign to Become Plastic Free	5 min
To receive an update on the campaign from B&NES Council to urge people across B&NES to help the district become plastic free. To consider suggestions what the Parish Council can do to reduce single use plastics and help promote this cause and to determine whether the Parish Council should sign up to this campaign.		9.15pm
C346 – 19/03/2019	Play Equipment Upgrade	2 min
To receive update regarding the upgrade of play equipment on the Recreation Ground and the MUGA on Beacon Field.		9.17pm
C347 – 19/03/2019	Street Lighting Upgrade	2 min
To receive update regarding the upgrading of Parish Council street lighting to LED (including possible part payment of the invoice for these works).		9.19pm
C348 – 19/03/2019	Football Facilities on the Recreation Ground	2 min
To receive update on the planning permission for a new Club House and Scout Storage.		9.21pm
C349 – 19/03/2019	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.		9.22pm
C350 – 19/03/2019	Annual Village Meeting	1 min
To receive update on preparations for the Annual Village Meeting and to make any associated decisions, including a possible presentation from the village school.		9.23pm
C351 – 19/03/2019	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.		9.24pm
C352 – 19/03/2019	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.		9.25pm
C353 – 19/03/2019	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.		9.26pm
C354 – 19/03/2019	Review of New Actions	1 min
To review that actions generated from the meeting have been correctly captured on the Actions Register.		9.27pm
C355 – 19/03/2019	Date and Time of Next Meeting	1 min
The next Full Council meeting is scheduled to be held on Tuesday 16 th April 2019 at 7pm at the Beacon Hall.		9.28pm