



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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10th April 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 16th April 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.

A representative from Peasedown Youth Partnership will be in attendance to answer questions that have been previously submitted regarding their proposals for youth work provision in the village and their formal application to the Parish Council for funding.

C356 – 16/04/2019

Apologies for Absence

To receive and approve, if necessary, any apologies for absence. To include an update on councillor absenteeism.

2 min
7.12pm

<p>C357 – 16/04/2019 Declarations of Interest</p> <p>To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.</p> <p>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.</p>	<p>1 min 7.13pm</p>
<p>C358 – 16/04/2019 Minutes</p> <p>i. To consider and approve the minutes of the Full Council meeting held on 19th March 2019.</p> <p>ii. To consider and approve the minutes of the Personnel Committee meeting held on 26th March 2019.</p> <p>iii. To consider and approve the minutes of the Annual Village meeting held on 2nd April 2019.</p>	<p>4 min 7.17pm</p>
<p>C359 – 16/04/2019 SharePoint and Actions Register</p> <p>i. To receive update on SharePoint and consider any suggestions for improvements.</p> <p>ii. To review list of actions for those items not expected to meet their target completion date.</p> <p>iii. To report on outstanding Committee-related actions that are not expected to meet their target completion dates and consider amending them if applicable.</p>	<p>5 min 7.22pm</p>
<p>C360 – 16/04/2019 Items for Urgent Report</p> <p>Items which, in the opinion of the Chair, should be reported on as a matter of urgency.</p>	<p>2 min 7.24m</p>
<p>C361 – 16/04/2019 Council Committee Updates</p> <p>To receive updates from the following Committees which have met since the last Full Council meeting:</p> <p>i. Executive Committee (to consider recommendations from the Advisory Panel meeting held on 9th April 2019).</p>	<p>2 min 7.26pm</p>
<p>C362 – 16/04/2019 Standing Committees and Delegations</p> <p>To receive the final a draft of the amended Council Committee Structure and Terms of Reference and Delegations in readiness for adoption at the Annual Meeting of the Full Council in May 2019.</p>	<p>5 min 7.31pm</p>
<p>C363 – 16/04/2019 Calendar of Meetings for the 2019-20 Council Year</p> <p>To review the proposed calendar of council meetings in preparation for adoption at the Annual Meeting of the Full Council in May 2019.</p>	<p>3 min 7.34pm</p>
<p>C364 – 16/04/2019 Outside Bodies</p> <p>i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting. To include consideration of the official signing of the Parish Charter.</p> <p>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 Friday 10th May 2019 from 10am to 11am at the Circle Hospital Café.</p>	<p>2 min 7.36pm</p>
<p>C365 – 16/04/2019 Invitations and Representations</p> <p>i. To review any invitations requesting representation from the Parish Council and determine attendance.</p> <p>ii. To receive a verbal report on any events attended since the last meeting.</p>	<p>2 min 7.38pm</p>
<p>C366 – 16/04/2019 Chair's Report</p> <p>To receive a verbal report from the Chair.</p>	<p>2 min 7.40pm</p>
<p>C367 – 16/04/2019 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 review and approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31st March 2020.</p> <p>iii. To receive a report on General and Ear Marked Reserves and Committed Expenditure and make any associated decisions.</p> <p>iv. To consider the carrying forward/allocation of budgets from the 2018/19 to the 2019/20 financial year for specific activities.</p>	<p>12 min 7.52pm</p>

v. To receive update on moving to monthly payroll and to make any associated decisions regarding the agreement document and set-up costs.	
vi. To consider subscription payments for various professional supporting bodies.	
C368 – 16/04/2019 Financial Regulations To receive the final draft of the amended Financial Regulations in readiness for adoption at the Annual Meeting of the Full Council in May 2019.	2 min 7.54pm
C369 – 16/04/2019 Youth Hub & Youth Work Provision 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 consider the formal application for funding from Peasedown Youth Partnership.	10 min 8.04pm
C370 – 16/04/2019 Ashgrove Cemetery i. To consider any requests for new memorials at Ashgrove Cemetery. ii. To consider installation of new tap at the Cemetery to improve watering/irrigation.	5 min 8.09pm
C371 – 16/04/2019 Street Lighting Upgrade To receive update regarding the upgrading of Parish Council street lighting to LED and to make any associated decisions including possible part payment of the invoice for these works and consideration of upgrading those lights not included on the original list.	6 min 8.15pm
C372 – 16/04/2019 Ride on Mower To consider the options for the replacement of the ride-on-mower and to review the quotations for leasing a new machine and to make a decision on how to proceed.	10 min 8.25pm
C373 – 16/04/2019 Tree Surveys 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.	5 min 8.30pm
C374 – 16/04/2019 Support for HR Related Matters To consider quotations for the provision of independent support for human resource related matters and make associated decisions.	5 min 8.35pm
C375 – 16/04/2019 Persimmon Land Transfer Advisory Panel 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.	10 min 8.45pm
The meeting will be adjourned for a 10-minute comfort break.	
C376 – 16/04/2019 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. 19/01020/FUL - 3 Pippin Close, Peasedown St. John, Bath, BA2 8SP - Moving side garden fence to enclose an additional strip of land that is not within residential curtilage – Mr Lee Graveson. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/01020/FUL%27&history=2304f515a4bf4f928ddd0faa164ad25a&SearchLayer=DCApplications ii. Ref. 19/01137/FUL - 5 Wellow Mead, Peasedown St. John, Bath, BA2 8SA - Erection of first floor extension directly over an existing ground floor extension – Mr Chris Allard. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/01137/FUL%27&history=4d4b3fd1486e48db9046e929264da838&SearchLayer=DCApplications iii. Ref. 19/01338/FUL - Sunnyside, Oxney Place, Peasedown St. John, Bath, BA2 8HH - Erection of a garage and carport – Mr Steve Strickland. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/01338/FUL%27&history=2304f515a4bf4f928ddd0faa164ad25a&SearchLayer=DCApplications iv. Ref. 19/01339/FUL - 6 Eckweek Lane, Peasedown St. John, Bath, BA2 8PH - Erection of two storey rear extension following demolition of existing conservatory and out	15 min 9.10pm

<p>building. Part rebuilding of existing side extension incorporating a new raised pitched roof – Mr Knight. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/01339/FUL%27&history=2304f515a4bf4f928ddd0faa164ad25a&SearchLayer=DCApplications</p> <p>v. Ref. 19/01203/FUL - 14 Tying Road, Peasedown St. John, Bath, BA2 8HU - Erection of conservatory and wet-room to side elevation – Ms Anna Mountford. https://isharemaps.bathnes.gov.uk/data.aspx?requesttype=parsetemplate&template=DevelopmentControlApplication.templt&basepage=data.aspx&Filter=^refval^=%2719/01203/FUL%27&history=2304f515a4bf4f928ddd0faa164ad25a&SearchLayer=DCApplications</p> <p>B. To receive a report on the following:</p> <ol style="list-style-type: none"> 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. <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>C377 – 16/04/2019 Local Council Elections</p> <p>To receive an update on the dates and process for the Local Council elections to be held on 2nd May 2019.</p>	<p>1 min 9.11pm</p>
<p>C378 – 16/04/2019 Standing Orders</p> <p>To receive the final draft of the amended Standing Orders in readiness for adoption at the Annual Meeting of the Full Council in May 2019.</p>	<p>2 min 9.13pm</p>
<p>C379 – 16/04/2019 Order of Known Business Document</p> <p>To review progress on the Order of Known Business document for the 2018-19 council year and to consider the proposed Order of Known Business document for the 2019-20 council year and suggest any amendments in readiness for adoption at the Annual Meeting of the Full Council in May 2019.</p>	<p>2 min 9.15pm</p>
<p>C380 – 16/04/2019 Play Equipment Upgrade</p> <p>To receive update regarding the upgrade of play equipment on the Recreation Ground and the MUGA on Beacon Field and make any associated decisions.</p>	<p>3 min 9.18pm</p>
<p>C381 – 16/04/2019 Football Facilities on the Recreation Ground</p> <p>To receive update on the planning permission for a new Club House and Scout Storage and make any associated decisions.</p>	<p>2 min 9.20pm</p>
<p>C382 – 16/04/2019 Community Asset Transfer – Greenlands Road Car Park</p> <p>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.</p>	<p>2 min 9.22pm</p>
<p>C383 – 16/04/2019 Annual Village Meeting</p> <p>To review feedback from attendees of the Annual Village Meeting 2019, to help determine the event for future years.</p>	<p>2 min 9.24pm</p>
<p>C384 – 16/04/2019 General Data Protection Regulation</p> <p>To receive update on the implementation of GDPR and to review any relevant policies for adoption and make any associated decisions.</p>	<p>1 min 9.25pm</p>
<p>C385 – 16/04/2019 Correspondence, Complaints & Issues</p> <p>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 and possible future action. To include a request for an additional dog waste bin on Braysdown Lane.</p>	<p>2 min 9.27pm</p>
<p>C386 – 16/04/2019 Future Agenda Items & Cllr Questions</p> <p>Opportunity to provide the Clerk with requests for possible future agenda items and to raise questions on items not otherwise covered on the agenda.</p>	<p>1 min 9.28pm</p>

C387 – 16/04/2019	Review of New Actions	1 min
To review that actions generated from the meeting have been correctly captured on the Actions Register.		9.29pm
C388 – 16/04/2019	Date and Time of Next Meeting	1 min
The next Full Council meeting will be the Annual Meeting of Council and is scheduled to be held on Tuesday 14 th May 2019 at 7pm at the Beacon Hall.		9.30pm