



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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12th June 2019

To Councillors:

Barbara Bailey; John Bailey; Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; Gemma Gotts; Gavin Heathcote; Samantha Heathcote; Simon Kidd; Andrew Larcombe; Ray Love; Conor Ogilvie-Davidson; Claire Parfitt; Jonathan Rich (Vice-Chair); Les Sprake; 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 18th June 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.

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| C036 – 18/06/2019 | Apologies for Absence | 2 min |
| To receive and approve, if necessary, any apologies for absence. To include an update on councillor absenteeism and clarify procedure for submitting apologies. | | 7.12pm |
| C037 – 18/06/2019 | Declarations of Interest | 4 min |
| To receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer. | | 7.16pm |

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| <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>To consider an application for dispensation from Cllr Claire Parfitt regarding Braysdown Allotments.</p> | |
| <p>C038 – 18/06/2019 Minutes</p> <p>i. To consider and approve the minutes of the Full Council meeting held on 14th May 2019.</p> <p>ii. To consider and approve the minutes of the Annual Village Meeting held on 2nd April 2019.</p> | <p>4 min 7.20pm</p> |
| <p>C039 – 18/06/2019 Update on Planner</p> <p>To receive update and review the Actions Register saved on Microsoft Planner. To be undertaken directly by councillors accessing online via electronic devices.</p> | <p>10 min 7.30pm</p> |
| <p>C040 – 18/06/2019 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 7.32pm</p> |
| <p>C041 – 18/06/2019 Councillor Training</p> <p>To receive feedback from ‘Being a Good Councillor’ training session held in May. To receive details on forthcoming training sessions on ‘Effective Chairing’ and ‘Planning in Plain English’.</p> | <p>2 min 7.34pm</p> |
| <p>C042 – 16/04/2019 Chair’s Report</p> <p>To receive a verbal report from the Chair.</p> | <p>2 min 7.36pm</p> |
| <p>C043 – 18/06/2019 Outside Bodies</p> <p>i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting.</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 Wednesday 26th June 2019 from 10.00am to 10.45am at the Circle Hospital Café, Foxcote Avenue, Peasedown St John.</p> | <p>4 min 7.40pm</p> |
| <p>C044 – 18/06/2019 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 7.42pm</p> |
| <p>C045 – 18/06/2019 School Crossing Patrol Service</p> <p>To receive an update on the School Crossing Patrol service and to consider whether to extend the temporary contract previously agreed under minute C302-19/02/2019. To also consider the appointment of an Advisory Panel to further investigate into the details and requirements of this role and to make recommendations to Full Council for decision at a future meeting.</p> | <p>6 min 7.48pm</p> |
| <p>C046 – 18/06/2019 Parish Snow Wardens</p> <p>To review arrangements and ratify support of the local Snow Wardens scheme.</p> | <p>1 min 7.49pm</p> |
| <p>C047 – 18/06/2019 Subscriptions and Memberships</p> <p>To review and approve the Council’s and/or employees’ memberships of other bodies.</p> | <p>1 min 7.50pm</p> |
| <p>C048 – 18/06/2019 Standing Orders</p> <p>To adopt the recently amended Standing Orders.</p> | <p>3 min 7.53pm</p> |
| <p>C049 – 18/06/2019 Community Grants & Village Events</p> <p>i. To receive update regarding the Parish Council’s Community Grant Scheme awards and to allocate councillors to each of the organisations in line with the terms and conditions.</p> <p>ii. To receive feedback on the Parish Council stand at Party in the Park.</p> | <p>6 min 7.59pm</p> |

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| <p>C050 – 18/06/2019 Assets & Insurance</p> <p>i. To approve the disposal of any end of life assets, in accordance with Financial Regulations.</p> <p>ii. To receive the inventory of land and assets including buildings and office equipment.</p> <p>iii. To confirm arrangements for insurance cover in respect of all insured risks.</p> | <p>6 min 8.05pm</p> |
| <p>C051 – 18/06/2019 Annual Governance Statement for 2018-19</p> <p>To consider and approve the Annual Governance Statement in relation to the end of 2018-19 financial year accounts.</p> | <p>10 min 8.15pm</p> |
| <p>C052 – 18/06/2019 End of Year Accounts for 2018-19</p> <p>To consider and approve the accounts for year ending 31st March 2019. To include review of the Council's expenditure incurred under s.137 of the Local Government Act 1972, Reserves and the carrying forward of some remaining budgets to 2019-20.</p> | <p>10 min 8.25pm</p> |
| <p>C053 – 18/06/2019 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 2020.</p> <p>ii. To receive a report on General and Ear Marked Reserves and Committed Expenditure and make any associated decisions.</p> <p>iii. To consider, if necessary, the carrying forward/allocation of budgets from the 2018/19 to the 2019/20 financial year for specific activities.</p> | <p>5 min 8.30pm</p> |
| <p>C054 – 18/06/2019 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 adoption of the proposed Order of Known Business document for the 2019-20 council year.</p> <p>To include approval for the Parish Office to obtain the necessary quotations for:</p> <ul style="list-style-type: none"> ➤ Asset Signage and the extension of the Recreation Ground tarmac footpath for consideration at a future Full Council meeting. ➤ Beacon Hall improvements (lighting, CCTV, cameras) and additional seating for Beacon Field for consideration at a future Finance & Amenities Committee meeting. | <p>10 min 8.40pm</p> |
| <p>The meeting will be adjourned for a 10-minute comfort break.</p> | |
| <p>C055 – 18/06/2019 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> <ol style="list-style-type: none"> i. Ref. <u>19/02198/FUL</u> – 50 Faulkland View, Peasedown St. John, Bath, BA2 8TG - Erection of single storey extension to a private dwelling - Mr & Mrs Jonathan and Emma Baylis. ii. Ref. <u>19/02210/FUL</u> – Peasedown St. John Primary School, Peasedown St. John, Bath, BA2 8DH - Resiting of existing modular building to a new location on the school site – Mrs Chris Hobbs. iii. Ref. <u>19/02362/FUL</u> – 35 Old England Way, Peasedown St. John, Bath, BA2 8SW – Erection of single storey rear extension following demolition of existing rear conservatory – Ms Tricia Coulter. iv. Ref. <u>19/02363/FUL</u> – Ivy Glen, Springfield, Peasedown St. John, Bath, BA2 8HW – Alterations and extension to loft – Mr & Mrs Mapp. v. Ref. <u>19/02368/FUL</u> - Land Adjacent To Kingswell, Eckweek Lane, Peasedown St. John, Bath - Erection of 3 bed detached dwelling house and garage - Mr & Mrs Connor. vi. Ref. <u>19/02552/FUL</u> - 112 Wellow Lane, Peasedown St. John, Bath, BA2 8JS - Creation of loft conversion to include erection of dormer window to front elevation and insertion of window to gable end – Mr Mark Keen. | <p>20 min 9.10pm</p> |

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| <p>B. To receive a report on the following:</p> <ul style="list-style-type: none"> i. Planning decisions issued by B&NES Council. ii. Planning enforcement matters. iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes. <p>C. To receive update on the Housing and Economic Land Availability Assessment (HELAA) for Peasedown St John. To include ratification of the site reviews and to determine attendance at a meeting with B&NES Council in July regarding their consultation on the Local Plan in autumn 2018.</p> | |
| <p>C056 – 18/06/2019 Persimmon Land Transfer Advisory Panel To receive update regarding the Persimmon land transfer to the Parish Council and make any necessary associated decisions.</p> | <p>5 min 9.15pm</p> |
| <p>C057 – 18/06/2019 Recreation Ground Football Facilities & Scout Storage To receive update on the planning permission for a new Club House and Scout Storage and the separate planning application for the Scout Group garage storage building.</p> | <p>5 min 9.20pm</p> |
| <p>C058 – 18/06/2019 Policies & Strategic Documentation To affirm the Council's policies through receiving the Council's Policy and Strategic Document Register.</p> | <p>2 min 9.22pm</p> |
| <p>C059 – 18/06/2019 Risk Register To appoint an Advisory Panel to review the existing Risk Register and to bring back an updated version of the document for consideration/adoption at Full Council.</p> | <p>1 min 9.23pm</p> |
| <p>C060 – 18/06/2019 General Power of Competence To consider eligibility and working towards being able to exercise the General Power of Competence in the future.</p> | <p>1 min 9.24pm</p> |
| <p>C061 – 18/06/2019 Correspondence, Complaints & Issues 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 the writing of a letter to Hillcrest Surgery regarding the removal of diabetic eye-screening tests at the surgery.</p> | <p>3 min 9.27pm</p> |
| <p>C062 – 18/06/2019 Future Agenda Items & Cllr Questions 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> |
| <p>C063 – 18/06/2019 Review of New Actions To review that any actions generated from the meeting have been correctly captured on the Actions Register.</p> | <p>1 min 9.29pm</p> |
| <p>C064 – 18/06/2019 Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 23rd July 2019 at 7pm at the Beacon Hall.</p> | <p>1 min 9.30pm</p> |