



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
Tel: 01761 433686 E-mail: clerk@peasedownstjohnparishcouncil.gov.uk
www.peasedownstjohnparishcouncil.gov.uk

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 13th August 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.

C092 – 13/08/2019	Apologies for Absence	2 min
To receive and approve, if necessary, any apologies for absence. To include an update on councillor absenteeism.		7.12pm
C093 – 13/08/2019	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.	
C094 – 13/08/2019 GDPR Audit To receive an update from the Internal Auditor on the GDPR Audit undertaken earlier that day to include a councillor question and answer session linked to the GDPR Audit.	30 min 7.44pm
C095 – 13/08/2019 Minutes i. To consider and approve the minutes of the Full Council meeting held on 23 rd July 2019. ii. To consider and approve the minutes of the Annual Village Meeting held on 2 nd April 2019.	4 min 7.48pm
C096 – 13/08/2019 Update on Planner To receive update and review the Actions Register saved on Microsoft Planner. To be undertaken directly by councillors accessing online via electronic devices.	10 min 7.58pm
C097 – 13/08/2019 Items for Urgent Report Items which, in the opinion of the Chair, should be reported on as a matter of urgency.	2 min 8.00pm
C098 – 13/08/2019 Chair’s Report To receive a verbal report from the Chair.	2 min 8.02pm
C099 – 13/08/2019 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 Thursday 15 th August 2019 from 10.00am to 11.00am at the Circle Hospital Café, Foxcote Avenue, Peasedown St John.	4 min 8.06pm
C100 – 13/08/2019 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 8.08pm
C101 – 13/08/2019 Memorials at Ashgrove Cemetery To consider requests for new/amended memorials at Ashgrove Cemetery.	2 min 8.10pm
C102 – 13/08/2019 Advisory Panel Updates A. To receive updates and consider recommendations from the following Advisory Panels which have met since the last Full Council meeting: i. Burial Committee Advisory Panel – Meeting held on 30 th July 2019. ii. Clerk Liaison Panel – Meeting held on 1 st August 2019. iii. Executive Committee Advisory Panel – Meeting held on 6 th August 2019. B. To formally amend the Terms of Reference and membership of the Signage Advisory Panel.	6 min 8.16pm
C103 – 13/08/2019 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 2020. ii. To receive a report on General and Ear Marked Reserves and Committed Expenditure and make any associated decisions. iii. To consider, if necessary, the carrying forward/allocation of budgets from the 2018/19 to the 2019/20 financial year for specific activities.	4 min 8.20pm
C104 – 13/08/2019 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):	10 min 8.30pm

<p>i. Ref. 19/03190/FUL – Cleeves Cottage, Gassons, Peasedown St. John, Bath, BA2 8LW – Partial change of use from garage/workshop (B2) to residential (C3) – Mr J. Walter.</p> <p>ii. Ref. 19/03213/FUL – Rivendale, Carlingcott, Bath, BA2 8AP – Erection of single storey rear extension following removal of existing conservatory – Mr Jeremy Huckle.</p> <p>iii. Ref. 19/03423/FUL – 9 Bath Road, Peasedown St John, Bath, BA2 8DX – Erection of 1no. dwelling with associated works following demolition of existing vacant shop – The Mendip and Somerset Building Company.</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.</p> <p>iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes.</p> <p>C. To receive update on the Housing and Economic Land Availability Assessment (HELAA) for Peasedown St John following attendance at a recent meeting with B&NES Council regarding the Local Plan.</p> <p>D. To receive update regarding the designation of the Old Quarry site as LCR5 (Safeguarded existing sport and recreational facilities) in the adopted Placemaking Plan and to consider request from a local land owner for the Parish Council to support his request that this designation be removed as it is considered it was initially applied in error.</p>	
The meeting will be adjourned for a 10-minute comfort break.	
<p>C105 – 13/08/2019 Order of Known Business Document To review progress on the Order of Known Business for the 2019-20 council year.</p>	<p>2 min 8.42pm</p>
<p>C106 – 13/08/2019 Extension of Recreation Ground Pathway To receive a report on the extension of the Recreation Ground pathway to link up to the pedestrian entrance on Whitebrook Lane. To consider the quotations and make a decision on which contractor to award the project or otherwise.</p>	<p>10 min 8.52pm</p>
<p>C107 – 13/08/2019 Asset Register & Identification</p> <p>i. To receive the updated inventory of land and assets; to review the revised document and adopt accordingly.</p> <p>ii. To approve the disposal of any end of life assets, in accordance with Financial Regulations.</p> <p>iii. To consider proposals for identification signage for outside assets and to determine design and supplier.</p>	<p>10 min 9.02pm</p>
<p>C108 – 13/08/2019 Bench Seating and Dog Area on Beacon Field To receive a report on proposals to improve and increase seating on Beacon Field also to create a specific dog exercise area. To consider options and quotations and decide on how to proceed.</p>	<p>10 min 9.12pm</p>
<p>C109 – 13/08/2019 Future Project List To review the list of suggestions for future projects and to determine a prioritisation and process for obtaining the relevant information and budgets ready for consideration for budget and precept setting for the 2020/21 financial year and beyond. To include template for future project reporting.</p>	<p>10 min 9.22pm</p>
<p>C110 – 13/08/2019 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:</p> <p>➤ a letter from a resident requesting the cutting back of trees along the boundary with Beacon Hall and associated anti-social behaviour;</p>	<p>5 min 9.27pm</p>

<ul style="list-style-type: none"> ➤ Replacement bench seat at Wellow Lane/Mercedes roundabout; ➤ Request to take on responsibility of cutting some hedges on Bath Road; ➤ Consultation on B&NES Council's <i>Draft Statement of Licensing Policy</i> detailing how they intend to exercise their licensing function under the Licensing Act 2003. 	
<p>C111 – 13/08/2019 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> <ul style="list-style-type: none"> ➤ General Power of Competence; ➤ Parish Council involvement of the VE day 75-year anniversary on 8th May 2020. 	<p>1 min 9.28pm</p>
<p>C112 – 13/08/2019 Review of New Actions</p> <p>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>C113 – 13/08/2019 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 10th September 2019 at 7pm at the Beacon Hall.</p>	<p>1 min 9.30pm</p>