



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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15th January 2020

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 21st January 2020 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.

C240 – 21/01/2020

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>C241 – 21/01/2020 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.</p>	<p>2 min 7.14pm</p>
<p>C242 – 21/01/2020 Minutes i. To consider and approve the minutes of the Extraordinary Full Council meeting held on 16th December 2019. ii. To consider and approve the minutes of the Full Council meeting held on 17th December 2019.</p>	<p>2 min 7.16pm</p>
<p>C243 – 21/01/2020 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.</p>	<p>2 min 7.18pm</p>
<p>C244 – 21/01/2020 Items for Urgent Report Items which, in the opinion of the Chair, should be reported on as a matter of urgency.</p>	<p>2 min 7.20pm</p>
<p>C245 – 21/01/2020 Chair's Report To receive a verbal report from the Chair.</p>	<p>2 min 7.22pm</p>
<p>C246 – 21/01/2020 Council Committee Updates To receive updates from the following Committees which have met since the last Full Council meeting: i. Finance & Amenities Committee (meeting held on 7th January 2020).</p>	<p>2 min 7.24pm</p>
<p>C247 – 21/01/2020 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. Clerk Liaison Panel – Meeting held on 9th January 2020. ii. Executive Committee Advisory Panel – Meeting held on 14th January 2020 at 7.30pm. iii. VE-Day 75th Year Anniversary Event Advisory Panel – Meeting held on 14th January 2020 at 6.30pm. iv. Personnel Committee Advisory Panel – Meeting held on 17th January 2020 at 6pm. B. To acknowledge the forthcoming meetings for the following Advisory Panels and to consider additional membership from those councillors not in attendance at the last Full Council meeting: i. Clerk Liaison Panel – Meeting scheduled for 6th February 2020. ii. Council Structure Review Advisory Panel – Meeting scheduled for Thursday 30th January 2020 at 6pm at Beacon Hall. iii. VE-Day 75th Year Anniversary Event Advisory Panel – Meeting scheduled for Tuesday 4th February 2020 at 6.30pm at Beacon Hall. iv. Digital Transformation Strategy Advisory Panel – Meeting date to be determined. v. Football Club Liaison Advisory Panel – Meeting date to be determined.</p>	<p>10 min 7.34pm</p>
<p>C248 – 21/01/2020 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 an update on the B&NES Ward Councillors' Empowerment Fund including response received regarding joint project funding. iii. To receive Police updates. The date of the next Police Beat Surgery is Saturday 25th January 2020 from 10:00am to 11:00am at the Meeting Place, Bath Road, Peasedown St John and Monday 10th February 2020 from 10:15am to 11:00am at The Circle Hospital Café, Foxcote Avenue, Peasedown St John.</p>	<p>6 min 7.40pm</p>

<p>C249 – 21/01/2020 Invitations and Representations</p> <p>i. To review any invitations requesting representation from the Parish Council and determine attendance. To include consideration of submitting an application for a councillor to attend the Royal Garden Party.</p> <p>ii. To receive a verbal report on any events attended since the last meeting.</p>	<p>2 min 7.42pm</p>
<p>C250 – 21/01/2020 Memorials at Ashgrove Cemetery</p> <p>To consider requests for new/amended memorials at Ashgrove Cemetery.</p>	<p>3 min 7.45pm</p>
<p>C251 – 21/01/2020 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 receive update on financial spend against budget for the third quarter of the 2019/20 financial year, in accordance with Standing Order 17c.</p> <p>iv. To receive update on the report generated from the interim internal audit for the 2019/20 financial year.</p>	<p>8 min 7.53pm</p>
<p>C252 – 21/01/2020 Operational Budget for 2020/21</p> <p>To receive presentation by Cllr. Andrew Larcombe on the operational budget for the forthcoming financial year. To agree the operational budget as reviewed and discussed at the Finance & Amenities Advisory Panel meeting on 3rd December 2019 and the Finance & Amenities Committee meeting on 7th January 2020.</p>	<p>7 min 8.00pm</p>
<p>C253 – 21/01/2020 Precept for 2020/21</p> <p>After discussions under the previous agenda items on budget and finance related items, the recommendation from the Finance & Amenities Committee was to set the Precept at £251,452.</p> <p>The following motion has been received for consideration/vote: <i>To resolve that the Precept for 2020/21, is set at £251,452, an increase of 1.5% on the previous year, which is broadly in line with the national rate of inflation.</i> Proposed by: Cllr Andy Larcombe Seconded by: Cllr Simon Kidd</p>	<p>10 min 8.10pm</p>
<p>C254 – 21/01/2020 Order of Known Business, Project Budget Setting and Ear Marked Reserves</p> <p>To review progress and the expenditure in relation to the Order of Known Business for the 2019-20 council year.</p> <p>To review the potential projects list for the 2020/21 financial year budget and beyond. To consider recommendations for these projects and associated earmarked reserves. Cllr. Andrew Larcombe to lead discussion.</p>	<p>10 min 8.20pm</p>
<p>C255 – 21/01/2020 Precept Demand Leaflet</p> <p>To review and modify/accept draft leaflet prepared in anticipation of precept demand; for eventual distribution by B&NES Council and in the Parish Council newsletter. To also review drafted press release.</p>	<p>5 min 8.25pm</p>
<p>The meeting will be adjourned for a 10-minute comfort break.</p>	
<p>C256 – 21/01/2020 Youth Hub & Youth Work Provision</p> <p>To receive update regarding the request to the NALC solicitor regarding the Parish Council contributing towards youth work provision provided by the churches (subject to response being received). Also, to consider the earmarked donation of £5,000 for Peasedown Youth Partnership following the resolution at the Full Council meeting in April (minute C369 – 16/04/2019 refers).</p> <p>To also include consider request from Peasedown Youth Partnership regarding the distribution of their information/activities with the Parish Council newsletter.</p>	<p>10 min 8.45pm</p>
<p>C257 – 21/01/2020 Asset Identification</p> <p>To consider proposals for identification signage for outside assets and to determine design and supplier.</p>	<p>5 min 8.50pm</p>

<p>C258 – 21/01/2020 Street Lighting Upgrade</p> <p>i. To consider the quotations (received to date) for the upgrading of the remaining lights and to make a decision on whether to proceed with those.</p> <p>ii. To also receive update regarding maintenance contract and charges and make any associated decisions if necessary.</p>	<p>10 min 9.00pm</p>
<p>C259 – 21/01/2020 Persimmon Land Transfer</p> <p>To receive update (subject to response being received) regarding the Persimmon land transfer to the Parish Council and to make any associated decisions.</p>	<p>5 min 9.05pm</p>
<p>C260 – 21/01/2020 Commonwealth Flag Raising Day</p> <p>To consider suggestions for a Commonwealth Flag raising event to be held on Monday 9th March 2020 and make any associated decisions.</p>	<p>2 min 9.07pm</p>
<p>C261 – 21/01/2020 Annual Village Meeting</p> <p>Opportunity to raise suggestions for the format of the Annual Village Meeting and make any associated decisions.</p>	<p>2 min 9.09pm</p>
<p>C262 – 21/01/2020 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:</p> <ul style="list-style-type: none"> ➤ To receive update on the news of the removal of the mobile library within Peasedown St John and to determine whether any official response be sent to B&NES Council Library Service from the Parish Council. ➤ To consider request for tree planting from the Mini Police. 	<p>10 min 9.19pm</p>
<p>C263 – 21/01/2020 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. There are no planning applications for review or consideration.</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>1 min 9.20pm</p>
<p>C264 – 21/01/2020 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. The following items to be included:</p> <ul style="list-style-type: none"> ➤ Risk Register. ➤ CCTV at Beacon Hall. 	<p>1 min 9.21pm</p>
<p>C265 – 21/01/2020 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 9.22pm</p>
<p>C266 – 21/01/2020 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 18th February 2020 at 7pm at Beacon Hall.</p>	<p>1 min 9.23pm</p>