



PEASEDOWN ST JOHN PARISH COUNCIL

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

**Minutes of the Full Council Meeting held on Tuesday 23rd January 2018 at 7.00pm
 at Beacon Hall, French Close, Peasedown St John**

Present:

Councillors: Richard Clarke; Tom Clifford; Jo Davis; Audrey Gillard-Sprake; Stephen Goodwin; Nathan Hartley; Edward Jones; Simon Kidd; Andrew Larcombe; Ray Love; Claire Parfitt; Jonathan Rich (Vice-Chair); Kathy Thomas (Chair); David Walker; Karen Walker.

In attendance:

Tanya West – Parish Clerk
 Debbie Parish – Administration Officer

Public Session

There were no members of the public present.

Minute Ref.	Agenda Item	Action
C194 – 23/01/2018	Apologies for Absence Apologies for absence had been received from Cllr Rod Bridges due to illness and Cllr Mandy Clarke due to a previous engagement. These apologies were duly noted.	
C195 – 23/01/2018	Declarations of Interest No further interests, to those already disclosed to the Monitoring Officer, were declared.	
C196 – 23/01/2018	Minutes i. Councillors considered the minutes of the Full Council meeting held on 12 th December 2017. It was resolved that they should be approved as a true and correct record of that meeting. Proposed by: Cllr Jonathan Rich Seconded by: Cllr Simon Kidd Agreed by the majority of those present. ii. Councillors reviewed the updated list of actions from the last meeting.	
C197 – 23/01/2018	Implementation of SharePoint Cllr Kidd reported that he and the Clerk had been working on moving the Asset Register to SharePoint and hoped that this process would be completed by the February Full Council meeting. Cllr David Walker asked if it would be possible to have an area on SharePoint for correspondence received by the Parish Office. Cllr Kidd advised that this should be possible, but any correspondence would have to be anonymised before being viewed by councillors, for data protection reasons. Cllr Kidd to investigate options.	SK & Clerk SK
C198 – 23/01/2018	Items for Urgent Report There were no items for urgent report.	
C199 – 23/01/2018	Council Committee Updates Updates were received from the following Committees: i. Burial Sub-Committee (no meeting since the last Full Council). ii. Finance & Amenities (meeting held on 9 th January 2018 – Minutes will be circulated shortly). iii. Personnel Committee (no meeting since the last Full Council). iv. Planning & Environment (no meeting since the last Full Council). v. Policy & Governance (no meeting since the last Full Council).	

<p>C200 – 23/01/2018</p>	<p>Outside Bodies</p> <p>i. Councillors received an update on any forthcoming meetings and feedback from meetings attended since the last Full Council meeting, as follows:</p> <p>a) Parishes Liaison Group – Representatives: Chair and Clerk Last meeting – Not met since last Full Council meeting. Next meeting – Wednesday 28th February 2018.</p> <p>b) Avon Local Councils Association (B&NES ALCA Area Group and County Meetings) - Representatives: Chair and Clerk Last meeting (B&NES Area Group) – Not met since last Full Council meeting. Next meeting (B&NES Area Group) – Wednesday 24th January 2018. Cllr Stephen Goodwin advised that he was available to attend and councillors confirmed that they were happy for him to represent them at this meeting.</p> <p>c) Somer Valley Forum – Representatives: Cllrs Jonathan Rich and David Walker (any other councillor as reserve) Last meeting – Not met since last Full Council meeting. Next meeting – Wednesday 21st February 2018 at the Centurion Hotel at 6pm. This meeting is the AGM and there will be further updates on Tourism and Broadband.</p> <p>d) Local Flood Representative – Representatives: Cllr. Jonathan Rich Last meeting – Not met since last Full Council meeting. Next meeting – To be confirmed. The Flood Warden Newsletter Winter 2017/18 had been circulated as pre-reading. It was noted that Cllr Rich will now need to register as a Flood Warden (details were provided in the newsletter).</p> <p>e) Community Centre Network – Representatives: Cllr. Richard Clarke Last meeting – Not met since last Full Council meeting. Next meeting – Thursday 25th January 2018 at 12pm - 2pm at Compton Dando Hall. Cllr Richard Clarke said that he would be unable to attend the meeting on 25th January 2018. However, the Chair advised that she would be happy to attend in his place, and Cllr Audrey Gillard-Sprake said that she would be willing to attend future meetings but was not available on this occasion.</p> <p>ii. Councillors received, for information, a list of Police updates and recent incidents reported in the area since the last meeting. It was noted that the next Beat Surgery would be at Circle Hospital, on Tuesday 6th February 2018, 10:30 - 11:30.</p>	<p>KT & Clerk</p> <p>KT & SG</p> <p>JR & DW</p> <p>JR</p> <p>KT</p>
<p>C201 – 23/01/2018</p>	<p>Invitations and Representations</p> <p>An email had been received from ALCA requesting a nomination for a draw for representatives to attend the Royal Garden Party on 5th June 2018. Nominations should be in recognition of past service as Chair and should be made before the deadline of 31st January 2018.</p> <p>It was resolved that the Chair's name should be put forward for the ALCA draw for selection to represent the Parish Council at the Royal Garden Party on 5th June 2018.</p> <p>Proposed by: Cllr Jonathan Rich Seconded by: Cllr Andrew Larcombe Agreed by the majority of those present.</p>	<p>Clerk & KT</p>
<p>C202 – 23/01/2018</p>	<p>Report from the Chair</p> <p>The Chair invited Cllr Tom Clifford, as Chair of the Personnel Committee, to give a brief up-date. Cllr Clifford advised that the Clerk is currently working reduced hours and that some tasks had therefore been allocated to other staff for the time being, with the Clerk being copied in to all correspondence.</p>	

<p>C203 – 23/01/2018</p>	<p>Memorials & Interments at Ashgrove Cemetery There were no applications for memorials to consider.</p>	
<p>C204 – 23/01/2018</p>	<p>Financial Matters</p> <p>i. Councillors reviewed the schedule of payments raised since the last Full Council meeting on 12th December 2017 (appendix C204i refers). It was resolved that all the payments on this schedule be ratified. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Jonathan Rich Agreed by the majority of those present.</p> <p>ii. Councillors received an update on financial spend against budget for the third quarter of the 2017/18 financial year, in accordance with Standing Order 17c (appendix C204ii refers). It was resolved that it should be accepted as a true reflection of the Parish Council's finances. Proposed by: Cllr Andrew Larcombe Seconded by: Cllr Jonathan Rich Agreed by the majority of those present.</p> <p>iii. Councillors received an update on the B&NES Council Community Empowerment Fund. It was noted that the Parish Council had been awarded a grant of £3,230 which would be transferred to the Parish Council bank account shortly. It had previously been agreed to allocate an additional £3,627.23 of CIL money to this project (minute C136–17/10/2017 refers). The Caretaker and Administration Officer would obtain full details of gate designs and prices with suggested locations for the budget available, all of which will be included on the February Full Council agenda for discussion.</p> <p>iv. Councillors reviewed the Ear Marked Reserves (EMR) and formally resolved the use of Reserves for Staff Salaries due to being billed for more than 12 months in the same financial year. It was resolved to release up to £25,000 from EMR (nominal code 3102) for staff salaries, as and when invoices are received. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Jonathan Rich Agreed by the majority of those present.</p>	<p>JM & DP & Clerk</p> <p>Clerk</p>
<p>C205 – 23/01/2018</p>	<p>Possible Transfer of Persimmon Land Councillors received a report from the Advisory Panel tasked with furthering investigations into any possible land transfer from Persimmon, following their meeting on 16th January. The following recommendations were proposed for consideration by Full Council:</p> <p>i. That the Council agrees to continue with negotiations with Persimmon. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Simon Kidd Agreed by the majority of those present.</p> <p>ii. Releasing of up to £500 from EMR (nominal code 3106) to fund additional tree surveys for the remaining pockets of Persimmon land. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Andrew Larcombe Agreed by the majority of those present</p> <p>iii. That Cllr Simon Kidd continues to liaise with Persimmon, sending them copies of both surveys. Also, that he arranges a meeting with Persimmon and those members of the Advisory Panel who are available, all in conjunction with the Clerk, and reports back to the February Full Council meeting. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Jonathan Rich Agreed by the majority of those present.</p>	<p>Clerk</p> <p>Clerk & SK</p>

C206 –
23/01/2018

Street Lighting Upgrade

- i. Councillors received an update, and reviewed a quotation for the programme of works to upgrade the parish council street lights to LEDs.

It was noted that the quotation was higher than originally anticipated, due to mains wiring works which would need to be carried out by Western Power Distribution and which were an essential part of the up-grade process for some of the lights.

In the subsequent discussion, there was broad support for the principle of upgrading the lights to LED, but some councillors were concerned that the formal tendering process, outlined in the Parish Council's Standing Orders for contracts with an estimated value in excess of £50,000, had not been followed.

The Clerk informed councillors that she had taken advice from the Internal Auditor on this matter, who had stated that providing the parish council believe they have endeavoured to get the best value quotation for these works, they are permitted to proceed so long as the decision is minuted appropriately. On this occasion, the parish council would benefit from the bulk-purchase rates B&NES Council had received from the supplier for the lanterns, as part of their county-wide upgrade project. In addition, the Senior Street Lighting Engineer for B&NES Highways confirmed that they had gone out to tender to obtain the rate they achieved with the supplier, which would be the same rate honoured to the Parish Council.

It was further noted there are very few suppliers who are able to take on this work, and the supplier selected (by B&NES Council) is the only company situated in the immediate area. Although other companies were available in the wider area (the nearest being in Newport, South Wales), advice received from the Senior Street Lighting Engineer was that it could prove difficult to resolve any issues immediately following such an installation, because the engineers were less willing to attend if they were not locally-based.

It was commented that in this particular case, following standing orders would not provide value for money. In addition to the cost of surveying the lights (£620.34) which had already been spent, there would be a cost associated with putting the contract out to tender. The Parish Council's duty is to establish value for money and if they feel that they have already done that, there is nothing wrong with taking that option.

Another councillor commented that they had initially raised concerns that the formal tendering process had not been followed, but were now satisfied that B&NES Council would have gone for the best option, and the parish council had the opportunity to benefit from that. They were also aware that it would be difficult to get other firms to undertake a formal survey of the kind that has already been carried out, particularly as there are no other firms in the immediate area who could carry out this work.

Following the above discussion, it was resolved to affirm that the Council continues to support upgrading all our street lights to LEDs. Also, that following advice from the Internal Auditor the Parish Council does not consider it prudent to send this upgrade work out to tender, due to being able to benefit from the bulk-purchase rates B&NES Council received from the supplier for the lanterns as part of their county-wide upgrade project. This means it is unlikely any other supplier would be able to match or better the price, especially taking into consideration the staff resource involved with the tendering process.

Proposed by: Cllr Kathy Thomas
Seconded by: Cllr Jonathan Rich

Agreed by the majority of those present.

Following the vote, Councillors Richard Clarke, Nathan Hartley and David Walker walked out of the meeting. The vote was recorded (apart from Cllrs Clarke, Hartley and Walker, who had already left), as follows:

	For	Against	Abstain
Clarke, Richard			
Clifford, Tom	✓		
Davis, Jo	✓		
Gillard-Sprake, Audrey			✓
Goodwin, Stephen	✓		
Hartley, Nathan			
Jones, Edward	✓		
Kidd, Simon	✓		
Larcombe, Andrew	✓		
Love, Ray	✓		
Parfitt, Claire	✓		
Rich, Jonathan	✓		
Thomas, Kathy	✓		
Walker, David			
Walker, Karen		✓	

- ii. To consider proceeding with the quotation from SSE to upgrade the Parish Council street lights to LEDs and to allocate appropriate funding from EMR and from remaining Operational Budget.

It was resolved to defer the decision on this item until after the budget presentation (items C208 – C210).

Proposed by: Cllr Kathy Thomas

Seconded by: Cllr Stephen Goodwin

Agreed by the majority of those present.

**C207 –
23/01/2018**

Planning Related Matters

- A. Councillors reviewed the plans, alongside feedback provided by the Planning & Environment Advisory Panel and decided on the Parish Council's official response regarding the following planning applications as detailed below.

- i. Ref. **17/06257/FUL** – 38 Ashgrove, Peasedown St. John, Bath, BA2 8EE - Erection of front porch – Mr Andrew Harris.

Weblink to planning documents:

<http://www.bathnes.gov.uk/planningdocuments=17/06257/FUL>

It was noted that although the design of the proposed development is not the same as the porch of the adjoining property it does fit the same footprint and requirements; it was therefore resolved the application should be supported.

Proposed by: Cllr Tom Clifford

Seconded by: Cllr Karen Walker

Agreed unanimously.

- B. Councillors received, for information, a report on the following (appendix C207i refers):

- 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.

Cllr Tom Clifford reported that he had recently attended a meeting in connection with application 17/05022/FUL for the erection of a side extension at 10 Woodborough Hill Cottages. This would be followed by a site meeting in

Clerk

TC &
Clerk

	<p>February before going back to the Development Control Committee on 14th March 2018.</p> <p>It was noted that application 17/05316/FUL for a two-storey extension at 3, Braysdown Lane (previously supported by the Parish Council) would be considered by the Development Control Committee on 14th February. It was resolved that Cllr Clifford should speak in support of the application on behalf of the Parish Council, if required. Proposed by: Cllr Jonathan Rich Seconded by: Cllr Ray Love Agreed unanimously.</p> <p>Revised plans and information for application 16/03829/RES for the erection of 89 dwellings off Greenlands Road is also likely to be considered at the meeting on 14th March 2018. Cllr Tom Clifford was unable to speak in relation to this application due to a conflict of interests, so it was suggested that Cllr Claire Parfitt would speak on behalf of the Parish Council, if required. The Clerk to include the matter for consideration at the February Full Council meeting.</p> <p>Cllr Ray Love reported that the Methodist Church had acquired the shop on Bath Road, previously occupied by B J Millard Butchers. Plans were in progress to convert the building to a coffee shop, but were dependant on being granted the necessary "change of use" by B&NES Planning Department.</p> <p>Councillors reviewed, for information, a copy of the letter sent by Cllr Tom Clifford on behalf of the Parish Council (following discussions at the October 2017 Full Council meeting) to the Group Manager at B&NES Council Development Management Department, together with the response received.</p>	<p>TC & Clerk</p> <p>Clerk</p>
<p>The meeting was adjourned for a 10-minute comfort break. Break start time: 7.59pm Break end time: 8.09pm</p>		
<p>C208 – 23/01/2018</p>	<p>Operational Budget for 2018/19 Councillors received a presentation by Cllr. Andrew Larcombe on works undertaken by the Finance & Amenities Committee regarding the operational budget for the forthcoming financial year. Following discussion of these recommendations, it was resolved to set the Operational Budget for the 2018/19 financial year, at £192,802.00 Proposed by: Cllr Andrew Larcombe Seconded by: Cllr Ray Love Agreed unanimously.</p>	<p>Clerk</p>
<p>C209 – 23/01/2018</p>	<p>Project Budget Setting and Ear Marked Reserves Councillors reviewed the expenditure of the projects budgets undertaken during the financial year 2017-18. Also, considered the likelihood of rolling forward any of these earmarked budgets to the new financial year.</p> <p>Councillors also reviewed the potential projects list for the 2018/19 financial year budget and beyond and considered recommendations for these projects and associated EMR. It was noted there is likely to be more project expenditure required than available Reserves. Full Council will consider all projects and the release of EMR as and when required.</p>	
<p>C210 – 23/01/2018</p>	<p>Precept for 2018/19 Councillors received an update regarding considerations for setting the precept, including the final payment under the Local Council Tax Support Scheme and associated B&NES Council Grant (presented by Cllr Andrew Larcombe).</p> <p>Following discussion, it was resolved to ratify the motion recommended by the Finance & Amenities Committee, that the annual Parish Council precept requirement for the 2018/19 financial year is £174,845.00. This would represent no</p>	<p>Clerk</p>

	<p>increase in the amount payable by local residents from the preceding year.</p> <p>Proposed by: Cllr. Andrew Larcombe Seconded by: Cllr Kathy Thomas Agreed unanimously.</p>	
C206 – 23/01/2018	<p>Street Lighting Upgrade – continued.</p> <p>ii. Councillors considered proceeding with the quotation from SSE to upgrade the Parish Council street lights to LEDs and the allocation of appropriate funding from EMR and from remaining Operational Budget.</p> <p>Following a full survey of the streetlights, an accurate quotation for the upgrade works had been received. The works had been costed in two elements; those that only required work by SSE (£55,750.95) and those that required mains wiring works due to be undertaken by Western Power Distribution (£31,981.47). It was noted that one cannot be done without the other.</p> <p>At present, there is £65,000 allocated within EMR for this project, and councillors considered how the shortfall could be made up from a combination of estimated unspent operational budget at the end of the 2017/18 financial year and other EMR.</p> <p>In discussion, councillors considered the possibility of reducing the cost of the project by up-grading lights in some areas but not others. However, it was thought that all residents should have the benefit of the up-grade, rather than having to select some areas to be omitted.</p> <p>It was therefore resolved to proceed with the quotation from SSE to upgrade the Parish Council street lights to LEDs and to allocate appropriate funding from EMR and from remaining Operational Budget, to a total of £87,732.42+VAT. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Andrew Larcombe Agreed by the majority of those present.</p>	Clerk
C211 – 23/01/2018	<p>Precept Demand Leaflet</p> <p>Councillors reviewed the draft leaflet, prepared in anticipation of the precept demand, for eventual distribution by B&NES Council and in the Parish Council newsletter.</p> <p>Two minor amendments were suggested at the meeting, and Councillors were requested to send any further comments by Friday 2nd February 2018.</p>	Clerk
C212 – 23/01/2018	<p>Christmas Lights Display 2018</p> <p>Councillors considered the recommendation from the Christmas Lights Advisory Panel to renew the Christmas lights for 2018 with the same format as 2017. It was resolved to re-hire the 14-existing festive light motifs from Blachere at a cost of £2,788.25+VAT, and for the Advisory Panel to meet in June/July 2018, to discuss a new display for 2019.</p> <p>Proposed by: Cllr Kathy Thomas Seconded by: Cllr Tom Clifford Agreed unanimously.</p>	Clerk
C213 – 23/01/2018	<p>B&NES Council Stamp Around Project</p> <p>Councillors considered a request from B&NES Council's Active Lifestyles Team to install a punch stamp at the Recreation Ground and Beacon Field for people to stamp an attendance card to help encourage families to make good use of parks and to be out and active.</p> <p>It was resolved to permit B&NES Council to supply two stamps to be installed by (or in consultation with) the Parish Caretaker in an appropriate location at Beacon Field and the Recreation Ground, thus allowing both locations to be included in B&NES Council's Stamp Around Project.</p>	Clerk & JM

	<p>Proposed by: Cllr Kathy Thomas Seconded by: Cllr Jonathan Rich Agreed by the majority of those present.</p>	
<p>C214 – 23/01/2018</p>	<p>Contracts for Supported Bus Services Councillors received an update from B&NES Council regarding the supported bus services under contracts that are due to end during 2018 and considered whether to submit any official comment from the Parish Council. Full details of the services under threat were detailed in the pre-reading consultation document which included the 172 service between Bath and Paulton via Peasedown St John.</p> <p>It was resolved to submit an official comment, as follows, prior to the consultation response deadline on 31st January 2018: <i>The Parish Council recognises the funding constraints but as a rural community our residents, in particular the young and those without means of transport, rely upon public transport to enable them to utilise the facilities in the city and surrounding area and this Parish Council cannot support any cuts in services to Peasedown St John.</i></p> <p>Proposed by: Cllr Kathy Thomas Seconded by: Cllr Andy Larcombe Agreed unanimously.</p>	<p>Clerk</p>
<p>C215 – 23/01/2018</p>	<p>Future of Peasedown St John Youth Hub Councillors received an update regarding the current consultation run by B&NES Council's Youth Connect Team regarding the future of the Youth Hub, also of the meeting held between the interested organisations within the village. It was noted that meetings on the future of the Youth Hub are taking place on a monthly basis and currently the local churches are putting together a business plan to include asset transfer and running a service. As recommended by the Advisory Panel of Chairs, it was thought that the Parish Council should continue to monitor the progress of the transfer of assets relating to the Youth Hub, but should reiterate that the Parish Council is not in a position to provide any youth services.</p>	
<p>C216 – 23/01/2018</p>	<p>Recreation Ground Play Equipment Advisory Panel Councillors considered including the upgrade of the MUGA on Beacon Field as a task for the previously appointed Recreation Ground Play Equipment Advisory Panel and to change the name to Play Equipment Upgrade Advisory Panel.</p> <p>It was agreed to ratify the proposal to change the Recreation Ground Advisory Panel to the Play Equipment Upgrade Advisory Panel which would look at work on all play equipment on both the Recreation Ground and Beacon Field. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Karen Walker Agreed unanimously.</p> <p>Members of the Advisory Panel would be as previously agreed: Cllrs Mandy Clarke, Richard Clarke, Jo Davis, Nathan Hartley, Andy Larcombe (Chair), Jonathan Rich, Karen Walker.</p>	<p>Clerk</p>
<p>C217 – 23/01/2018</p>	<p>Football Club Liaison Advisory Panel Councillors received an update from the Advisory Panel meeting held on 10th January, where the report from the PREAPP for the proposed football club house building and Scout storage on the Recreation Ground was reviewed. Following discussion, the following proposals were made:</p> <p>i. The Parish Council resolves, in principle, to continue to support the development of a football club house, a car park area and a storage facility (garage) for the Scouts. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Simon Kidd Agreed by the majority of those present.</p>	

	<p>ii. That for planning application purposes Cllr Larcombe be the point of contact for the Parish Council for both B&NES and the Football Club, to create a single point of contact, ensuring continuity and reducing workload on the office with all correspondence and communications to be copied/discussed with the Clerk. Proposed by: Cllr Kathy Thomas Seconded by: Cllr Jonathan Rich Agreed unanimously.</p> <p>iii. To review at the earliest opportunity at a Full Council meeting the new plans to be drawn up by the Football Club's architect, showing the new position of the car park, entrance, fence and hedges (the latter to compensate for those areas where hedges are being removed). Proposed by: Cllr Kathy Thomas Seconded by: Cllr Andrew Larcombe Agreed unanimously.</p> <p>It was suggested the following recommendations are considered at the February Full Council meeting:</p> <p>i. Joint funding with the Football Club to engage B&NES Council's Planning Performance Agreement Service Level 2, at an estimated cost to the Parish Council of £750 (half the total cost).</p> <p>ii. Joint funding with the Football Club to engage Stark Ecology for an Ecological Survey of the site at an estimated cost to the Parish Council of £150 (half the total cost).</p> <p>Cllr Karen Walker advised that the planning fees are likely to increase in the new financial year.</p>	<p>AL & Clerk</p> <p>AL & Clerk</p> <p>Clerk</p>
C218 – 23/01/2018	<p>Clerk Updates and Priorities The Clerk confirmed that she would circulate an e-mail update regarding actions since the last meeting and items to be focused on over the next few weeks.</p>	Clerk
C219 – 23/01/2018	<p>Advisory Panel of Chairs & Order Known Business Councillors received a report from the Advisory Panel of Chairs following their meeting on 16th January which included a review of progress on the Order of Known Business document (the Clerk to circulate this document to all councillors as it had not been included in the pre-reading). The following recommendations were considered and accepted:</p> <p>i. That the Policy and Governance Advisory Panel considers the future of the committee structures including the establishment of an Executive Committee (Cllr Simon Kidd agreed to write a short paper on this issue, before the next meeting).</p> <p>ii. That the Parish Council should continue to monitor the progress of the transfer of assets relating to the Youth Hub and to reiterate that the Council is not minded to provide youth services.</p> <p>Proposed by: Cllr Jonathan Rich Seconded by: Cllr Simon Kidd Agreed unanimously.</p>	<p>Clerk & SK</p> <p>Clerk</p>
C220 – 23/01/2018	<p>Future Agenda Items & Cllr Questions The following was raised as a future agenda item:</p> <ul style="list-style-type: none"> ➤ Request from Party in the Park to use Beacon Hall free of charge for an evening event from 8pm to 11.30pm, with proceeds to charity, and an invitation for Councillors to join in with lighting the Beacon. <p>Two queries were raised:</p> <ul style="list-style-type: none"> ➤ Cllr Karen Walker asked when the re-location of the war memorial might be included on the agenda. The Clerk advised that she had contacted Revd. Matthew Street about this issue, but had not yet received a response and so she would follow-up accordingly. ➤ Cllr Walker also asked when the lights on Braysdown Lane would be repaired and the Clerk agreed to follow this up with the contractor. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

C221 – 23/01/2018	Review of New Actions It was noted that all actions generated from the meeting were correctly captured on the Actions Register.	
C222 – 23/01/2018	Date and Time of Next Meeting The next meeting of the Full Council of the Parish Council is scheduled to be held on Tuesday 20 th February 2018 at 7pm at the Beacon Hall.	

The meeting closed at 9.14pm

Signed..... Date.....

Appendix C204i - Schedule of payments raised since the last Full Council meeting on 12th December 2017

Supplier Name	Date of Invoice	Cheque Number	Details	Net	VAT	Associated Min./Reg.
E-Buyer	20/12/2017	301173	Drum and toner for printer	£ 149.83	£ 29.98	C018 - 16/05/2017
E-Buyer	04/01/2018	301173	MS Office 365 Licences annual subscription x 23	£ 3,707.83	£ 741.57	PC040 - 21/11/2017
SSE Contracting Ltd.	27/12/2017	301174	Street lighting maintenance contract	£ 672.73	£ 134.55	C018 - 16/05/2017
Bristol City Council	19/12/2017	301175	Winter bedding plants	£ 601.97	£ 120.39	F&A015 - 11/07/2017
Unique Signs Ltd.	04/12/2017	301176	Open space signage and grit bin signage	£ 355.00	£ 71.00	P&E013 - 13/12/2016
Fosseway Press Radstock Ltd.	18/12/2017	301177	Printing of papers for December Full Council	£ 142.50	£ -	Fin. Regs. 4.1
Bath Community Transport Ltd.	02/01/2018	301178	Transport for Christmas Party	£ 28.50	£ -	F&A030 - 26/09/2017
L. Tatar	07/01/2018	301179	Casual Labour - Assisting Caretakers during November & December 2017	£ 390.00	£ -	PC048 - 21/11/2017
A. Davis	15/01/2018	301180	Casual Labour - Assisting with tree works on Ecewiche Green	£ 135.00	£ -	Fin. Regs. 4.1
The Journal	04/01/2018	301181	Beacon Hall Lineage Adverts - January 2018	£ 16.56	£ 3.31	C018 - 16/05/2017
Norton Garden Machinery	11/12/2017	301182	Strimmer Wire 2kg	£ 33.33	£ 6.67	Fin. Regs. 4.1
Pictorial Meadows	11/01/2018	301183	Wildflower seed for cemetery	£ 163.34	£ 32.66	Fin. Regs. 4.1
Screwfix	11/12/2017	301184	Riveter, rivets and drill bits (to attach signs)	£ 46.31	£ 9.26	P&E013 - 13/12/2016
Water2Business	19/12/2017	301185	Water services, Recreation Ground Changing Rooms	£ 68.37	£ 13.68	C018 - 16/05/2017
Employment Law Advisory Services Ltd.	22/09/2017	301186	H&S Advice & Employersafe Health & Safety for 12 mnths from 22/9/2017	£ 200.00	£ 40.00	C090 - 15/08/2017
Future Security Systems Ltd.	03/01/2018	301187	Replacement Emergency Lights, Beacon Hall	£ 225.00	£ 45.00	Fin. Regs. 4.1
Age UK, Bath & N E Somerset	04/01/2018	301188	Transport for Christmas Party	£ 47.21	£ -	F&A030 - 26/09/2017
Highwood	10/01/2018	301189	Kubota mower annual service	£ 245.31	£ 49.06	Fin. Regs. 4.1
Blachere Illumination UK Ltd.	09/01/2018	301190	Hire of Christmas light motifs for 2017 - removal & switch on	£ 1,052.00	£ 210.40	C243 - 21/02/2017
JEM Heating Services Ltd.	17/01/2018	301191	Boiler fault - engineer to attend site and fix - Beacon Hall	£ 60.00	£ 12.00	Fin. Regs. 4.1
SSE/Swalec	03/01/2018	301192	Electricity - Street Lighting	£ 524.46	£ 104.89	C018 - 16/05/2017
SSE/Swalec	14/12/2017	301193	Gas - Beacon Hall	£ 220.12	£ 11.00	C018 - 16/05/2017
SSE/Swalec	14/12/2017	301194	Electricity - Beacon Hall	£ 393.92	£ 19.69	C018 - 16/05/2017
SSE/Swalec	04/01/2018	301195	Electricity - Ashgrove Cemetery	£ 51.62	£ 2.58	C018 - 16/05/2017
Fireshield	12/01/2018	301196	Fire Extinguishers - Annual Service	£ 97.55	£ 19.51	Fin. Regs. 4.1
E-On	08/01/2018	301197	Electricity - Rec Ground Changing Rooms	£ 75.62	£ 3.80	C018 - 16/05/2017
B&NES Council	02/01/2018	Direct Debit	Business Rates - Beacon Hall - January 2018	£ 282.00	£ -	C018 - 16/05/2017
B&NES Council	02/01/2018	Direct Debit	Business Rates - Ashgrove Cemetery - January 2018	£ 137.00	£ -	C018 - 16/05/2017
Sage UK	16/01/2018	Direct Debit	Monthly subscription to Sage 50 Accounts software	£ 41.00	£ 8.20	C240 - 21/02/2017

Supplier Name	Date of Invoice	Cheque Number	Details	Net	VAT	Associated Min./Reg.
Lloyds Bank Plc	16/01/2018	Direct Debit	Credit Card - December 2017 - Statement Reconciled as per Fin. Regs. 5.5	£ 3.00	£ -	Fin. Regs. 6.20
				£ 10,167.08	£ 1,689.20	

Appendix C204ii - Financial spend against budget for the third quarter of the 2017/18 financial year

Date: 19/01/2018
Time: 14:09:19

Peasedown St John Parish Council
Balance Sheet

Page: 1

From: Month 7, October 2017
To: Month 9, December 2017

Chart of Accounts:

PSJ Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Current Assets			
Trade Debtors	632.50	3,348.75	
Unity Trust Current Account	64,308.31	161,284.86	
Unity Trust Deposit Account	24.97	67,775.45	
Nat West Current Account	(699.15)	79,456.60	
Unity Trust Wellow Lane S106 Account	(7,233.23)	0.00	
Petty Cash	14.78	250.00	
Refundable Allotment Key Deposits	0.00	235.00	
Credit Card (Debtors)	1,185.66	3.00	
VAT Liability	3,354.10	7,818.38	
		61,587.94	320,172.04
Current Liabilities			
Trade Creditors	5,901.86	7,001.14	
Other Creditors	0.00	5,243.23	
		5,901.86	12,244.37
Current Assets less Current Liabilities:		55,686.08	307,927.67
Total Assets less Current Liabilities:		55,686.08	307,927.67
Long Term Liabilities			
		0.00	0.00
Total Assets less Total Liabilities:		55,686.08	307,927.67
Capital & Reserves			
Reserves	(9,475.00)	207,707.48	
P & L Account	65,161.08	100,220.19	
		55,686.08	307,927.67

Appendix C207i – Planning Related Matters

Purpose

To receive a report and make any associated decisions on the following planning related matters:

Planning Decisions Issued by B&NES Council (for information only)

Since the last Full Council meeting on 12th December 2017, decisions have been received from B&NES Council on the following applications:

- i. **17/05328/FUL** - Meadowland, Eckweek Lane, Peasedown St. John, Bath, BA2 8PW - Construction of a hip to gable extension, side extension with integral garage, a rear gable extension and two rear dormer windows along with a dormer window on the side of the newly created rear extension - Mr Matt Horler. **Permit** subject to the standard conditions and that the proposed window in the side elevation facing Lynwell shall be obscurely glazed and non-opening unless the parts of the window which can be opened are more than 1.7m above the floor of the room in which the window is installed. Thereafter the window shall be permanently retained as such.
- ii. **17/05403/FUL** – 19 Laxton Way, Peasedown St John, Bath, BA2 8TA – Erection of two-storey side extension – Mr L. Biro. **Application withdrawn.**
- iii. **17/05465/FUL** – 1 Wellow Lane, Peasedown St. John, Bath, BA2 8JQ – Erection of single storey side extension and widen existing driveway access – Mr P. Keating. **Permit** subject to the standard conditions.
- iv. **17/05564/FUL** – 14 Gordon Road, Peasedown St. John, Bath, BA2 8EH - Erection of a first-floor side extension – Mr Graham Johnstone. **Permit** subject to the standard conditions.

Planning Enforcement

Since the last Full Council meeting on 12th December 2017, the following enforcement matters are still in progress:

- i. The Coffee Hut on Bath Road – Possible breach of planning conditions reported due to non-commercial use.

Planning Applications Not Invited to Comment (for information only)

Since the last Full Council meeting on 12th December 2017, applications validated by B&NES Council upon which the Parish Council is not invited to comment are as follows:

- i. None.

Since the last Full Council meeting on 12th December 2017, applications determined by B&NES Council upon which the Parish Council is not invited to comment are as follows:

- i. **17/05310/COND** – Discharge of condition 3 (approval of arboricultural method statement) attached to application 16/00157/FUL (Erection of single storey extension) – Mr A. Jones. **Condition discharged.**

Since the last Full Council meeting on 12th December 2017, applications pending determination by B&NES Council upon which the Parish Council was not invited to comment are as follows:

- i. None.

Planning Appeals (for information only)

Since the last Full Council meeting on 12th December 2017, the following appeals were logged/determined:

- i. None.

Since the last Full Council meeting on 12th December 2017, the following appeals are in progress:

i. None.

Planning Applications Pending Decision (for information only)

The following applications are still awaiting a decision by B&NES Council:

- i. **16/03829/RES (revised plans/information)** - Land Between Hillside View And Bath Road Greenlands Road Peasedown St. John Bath - Approval of reserved matters with regard to outline application 12/05477/OUT allowed on appeal 3rd June 2014 for the erection of 89 dwellings (72 houses, 17 flats); provision of public open space and landscaping; 1 vehicular access from Greenlands Road; undergrounding of overhead lines - Curo Enterprise Ltd.
- ii. **17/03470/FUL** – 15 Greenlands Road, Peasedown St. John, Bath, BA2 8EZ – Demolition of existing dwelling and erection of 10 dwellings with associated landscaping (resubmission) – Mr Ash Ghali.
- iii. **17/03660/FUL** – White Wicket Farm, Gassons, Peasedown St. John, Bath, BA2 8LL - Erection of horsewalker and amendments to parking layout – Mr & Mrs Alan Weeks.
- iv. **17/03661/FUL** – White Wicket Farm, Gassons, Peasedown St. John, Bath, BA2 8LL - Erection of 6 furling (1200m) all weather gallop to be used in conjunction with a permitted equestrian establishment – Mr & Mrs Alan Weeks.
- v. **17/03662/FUL** – White Wicket Farm, Gassons, Peasedown St. John, Bath, BA2 8LL – Siting of mobile home for a temporary period of three years to support equestrian business – Mr & Mrs Alan Weeks.
- vi. **17/05022/FUL** - 10 Woodborough Hill Cottages, Woodborough Hill, Peasedown St. John, Bath, BA2 8LN - Erection of a two-storey side extension – Mr & Mrs Camm.
- vii. **17/05316/FUL** - Bloomfield House, 3 Braysdown Lane, Peasedown St. John, Bath, BA2 8HQ - Demolition of existing rear single storey extension and replacing with new two storey rear extension - Mr James Tadman.

Planning Applications for Neighbouring Parishes

Since the last Full Council meeting on 12th December 2017 the following application from a neighbouring parish has been identified as potentially having an impact on Peasedown St John:

➤ None yet specified.

Following discussions as the October Full Council meeting the following letter was sent to the Group Manager at B&NES Council Development Management Department from Cllr. Clifford on behalf of the Parish Council.

Dear Mr Reynolds,

I write as Chair of the Planning & Environment Committee of Peasedown St John Parish Council. In this capacity I report to Full Council decisions made by Bath & North East Somerset Council on planning applications arising within the parish. Two recent decisions regarding proposed residential development within Peasedown St John have raised concern: firstly, the decisions made are contrary to the opinion expressed by the Parish Council as regards support for the applications; and secondly, but more importantly there would appear to be inconsistency in how decisions/recommendations are made, based on the reasons given for permission/refusal. I understand other parish councils also have concerns about the consistency of planning decisions made by Bath & North East Somerset Council so a copy of this letter is being sent to Rosemary Naish in her capacity as Chair of the Avon Local Councils Association.

The two decisions in question are:

- *Application No. 17/00147/FUL – Land adjacent to Kingswell, Eckweek Lane, Peasedown St. John, Bath; and*
- *Application No. 17/03773/FUL – Dakacha, Lower Church Road, Peasedown St. John, Bath.*

I am aware that the Application No. 17/00147/FUL was determined by the Development Management Committee (DMC) whilst Application No. 17/03773/FUL was delegated to officers and that a report was prepared by the relevant case officers in relation to each application - which I have read.

The reports indicate both application sites are outside the Housing Development Boundary (HDB). The report in relation to Application No. 17/03773/FUL indicates that development outside of the HDB is a 'showstopper'. It also

references a number of policies set out Core Strategy and Placemaking Plan indicating that these now carry significant weight. The report in relation to Application No. 17/00147/FUL, however, references an extant permission for a single bungalow (granted prior to the Core Strategy being in place) and uses this as sufficient grounds for permitting a three-property development outside the HDB. This is despite the report also referencing past planning decisions in relation to the site including a refusal on appeal for a two-property development. I note the report's comment that the principle of development was established by the extant permission but that permission was granted at a time when the Council could not demonstrate a five-year housing supply. As it can now do so there appears to be inconsistency in the application of the relevant Core Strategy and Placemaking Plan policies, especially given that Application No. 17/00147/FUL is for a completely different scheme to that for which extant permission exists. If an extant permission, relating to what is to all intents and purposes is a greenfield site, is sufficient to establish the principle of development (for a scheme that is completely different to that consented under the extant permission) surely existing development on the same site subject to a planning application (effectively a brownfield site) must also establish the principle of development?

The refusal decision in relation to Application No. 17/03773/FUL also cites that by reason of design, siting, scale, massing, layout and materials the proposal would result in a cramped form of development, detracting from the rural character of the surrounding area and not responding to local context. It is acknowledged that local context is a key factor but surely the planning history of the land adjacent to Kingswell and the fact that the extant permission is for a single property development establishes local context for the land in question i.e. it can accommodate one property. To non-professionals the scale and massing of a three-property development on land which has previously been determined to be unsuitable for a two-property development would appear to be grounds for refusal.

Finally, the means of access to the Lower Church Road site and parking arrangements are cited as being unacceptable and not maintaining highway safety standards. The report to DMC regarding Application No. 17/00147/FUL indicates that that site also had access issues and that these appear to have been overcome through a process of negotiation and design changes. The report relating to Application No. 17/03773/FUL indicates that this process may have started but may not have been completed at the time the refusal recommendation was made; possibly indicating another inconsistency in approach.

In writing to you (and in anticipation of a reply) my wish is to ensure that my Committee is able to make better informed decisions regarding supporting or not the applications that come before it. To do that we require consistency in the approach taken by Bath & North East Somerset Council to determining planning applications e.g. application of the HDB.

In considering your response to this letter can I suggest a 'compare and contrast' approach might be the best way of illustrating consistency of approach between the two referenced applications?

The following response has been received:

Dear Mr Clifford,

Thank you for your letter of the 20th October. As you are aware unfortunately your letter was not received until the 15th November in this office. I apologise for the delay in responding. I have reviewed the cases which you have drawn to my attention and can comment as follows;

17/00147/FUL - Eckweek Lane - the extant planning permission (13/01438/OUT) was a material consideration which needed to be taken into account. You are correct that the position in terms of housing land supply has changed subsequently and this is in part due to sites which came forward in the absence of a 5 year land supply forming part of the emerging housing land supply. The principle of residential development was established by the permission and to then seek to resist a further application in principle would not be a sustainable position in the event of an appeal.

The site itself is well located, when compared to some other sites outside of the HDB, being surrounded by further residential development. There is a requirement to make an efficient use of land and this particular site is a large site which in planning terms could accommodate an increase in development above that permitted in 2013. I understand your concern regarding the change in position between the 2012 refusal and the most recent permission. The 2013 permission did however alter the planning history of the site in view that the principle of further residential development had been accepted the level of development therefore needed to be considered further and in this case the proposal was considered to be acceptable. I would accept having

reviewed the case report that the reasoning behind the decision, having regard to the 2012 refusal could have been amplified.

17/03773/FUL - Dakacha - There was not an extant planning permission on this site and the application fell to be determined against the adopted Place Making Plan. This is an important difference between the two cases in terms of the policy context and planning history of the site. It would not have in this instance of been appropriate to support the principle of further residential development contrary to policy unlike the Eckweek Lane scheme where an extant permission was in place. I note your comment that this was also a piece of residential garden land but the same could be said for a number of sites outside of housing boundaries and to approve the principle on this basis could lead to a precedent being set. The Dakacha site was considered to be a 'greenfield' site rather than a 'brownfield' site.

In relation to the highways reason for refusal I note your concerns regarding consistency. Given the in principle objection to the Dakacha development there would not have been benefit in investigating further whether this reason for refusal could be overcome because the in principle objection would have remained. We have a duty to determine applications as expeditiously as possible and ultimately the end recommendation to refuse would not have altered, even if the highways objection could be overcome (which I make no comment on here). This notwithstanding if the applicant wishes to forward information post decision in order to seek to deal with some of the reasons for refusal we would be happy to look at this. There are sometimes instances where reasons for refusal can be overcome prior to/or at appeal by agreement, but again I am not commenting on whether that could be possible in this case.

I hope this helps in explaining the rationale underpinning both decisions and the differences between them. Thank you for taking the time to write such a considered letter outlining your concerns.