



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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4th August 2021

To Councillors:

Barbara Bailey; John Bailey; Mandy Clarke; Richard Clarke; Adi Davis; Jo Davis; Andrew Fraser; Audrey Gillard-Sprake; Gavin Heathcote; Samantha Heathcote; Simon Kidd; Andrew Larcombe; Ray Love; Conor Ogilvie-Davidson; Jonathan Rich (Chair); Les Sprake; Kathy Thomas (Vice-Chair).

You are hereby summoned to attend the Full Council meeting of Peasedown St John Parish Council at **Beacon Hall on Tuesday 10th August 2021 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk & RFO

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).

Please be aware that this Parish Council meeting will be recorded, in accordance with the Openness of Local Government Bodies Regulations 2014.

C074 – 10/08/2021	Attendance Roll Call and Declarations of Interest	3 min
To action the attendance register and 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.		7.13pm
C075 – 10/08/2021	Attendance and Apologies for Absence	2 min
To note the update on councillor meeting attendance throughout the 2021-22 Council year. To receive and note any apologies for absence for this meeting.		7.15pm
C076 – 10/08/2021	Minutes	4 min
i. To resolve to approve the minutes of the Full Council meeting held on 20 th July 2021. ii. To sign the above listed minutes.		7.19pm

<p>C077 – 10/08/2021 Clerk’s Report To receive, for information, a report from the Clerk on any outstanding actions from the last meeting, or items of particular note or feedback requested via Planner.</p>	<p>4 min 7.23pm</p>
<p>C078 – 10/08/2021 Items for Urgent Report Items which have been brought to the attention of the Chair, prior to the meeting, and that, in their opinion, should be reported on as a matter of urgency.</p>	<p>2 min 7.25pm</p>
<p>C079 – 10/08/2021 Planning Related Matters A. To resolve to determine the Parish Council’s official response regarding the following planning applications: i. Reference: <u>21/03642/OUT</u> Address: 33 Carlingcott Lane, Carlingcott, Bath, BA2 8AW Proposal: Erection of 2 no. detached dwellings and garages. Applicant: N. Ford and N. Willcox. B. To receive a report on the following: 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. iv. Progress on the Greenlands Road development of 89 dwellings.</p>	<p>10 min 7.35pm</p>
<p>C080 – 10/08/2021 Financial Matters & Schedule of Payments In accordance with the Financial Regulations and Standing Orders: i. To review and resolve to approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31st March 2022. ii. To review the summary of General and Ear Marked Reserves and Committed Expenditure.</p>	<p>5 min 7.40pm</p>
<p>C081 – 10/08/2021 Insurance Policy and Schedule To receive, for information, update on the insurance policy and schedule for Peasedown St John Parish Council & Peasedown St John Recreation & Childrens Playground Charities. Also, to resolve to accept and make any associated decisions regarding the renewal for 2021-22 as which is the third year of the 3-year contract.</p>	<p>5 min 7.45pm</p>
<p>C082 – 10/08/2021 Order of Known Business To note the report on progress and the expenditure in relation to the Order of Known Business for the 2020-21 council year and the 2021-22 council year. Also, of the previously agreed larger operational projects.</p>	<p>5 min 7.50pm</p>
<p>C083 – 10/08/2021 Advisory Panel Updates A. To note the summary report of Advisory Panel meetings held in the current Council year along with attendance numbers. B. To note the reports from the following Advisory Panels - any recommendations or motions raised requiring resolution are specified below: i. Beacon Hall Coronavirus Secure Advisory Panel – Meeting held on Monday 2nd August 2021 at 7.30pm. No recommendations report only. ii. Clerk Liaison Panel – Meeting held on Wednesday 4th August 2021 at 5.00pm. Meeting held after agenda issued so any recommendations will be in the pre-reading or presented at the meeting. iii. Executive Committee Advisory Panel – Meeting held on Tuesday 3rd August 2021 at 7.30pm. Recommendations included in the pre-reading in relation to project priorities on the Order of Known Business and the moving of funds between committed expenditure, ear marked reserves and general reserves. iv. Football Club Liaison Advisory Panel – Meeting held on Monday 26th July 2021 which will be reported to Finance & Amenities Committee. However, permission is requested to be granted for some councillors to be able to liaise directly with the football teams.</p>	<p>60 min 8.50pm</p>

- v. **Persimmon Land Transfer Advisory Panel** – Tuesday 3rd August 2021 at 7.00pm.
To review and make associated decisions regarding some additional pockets of land to be transferred with those sites already determined – details included in the pre-reading. Also, to vote on the following **motion**:

To resolve that in order not to delay the transfer of the Persimmon Land to the Parish Council the following should be undertaken for any pockets of land under query:

- *A 'marker' on the land is put down by way of writing a letter stating that the land is being transferred and that the Parish Council acknowledges the situation and details what has been done (e.g., made raised beds, extended their fence etc.) and that the Parish Council grants permission for this.*
- *The letter to state that the residents are responsible for the maintenance of the piece of land (under query), and they are also responsible for any injury loss or damage, and they should make arrangements for their own insurance cover if required.*

Proposed by: Cllr Andy Larcombe

Seconded by: Cllr Kathy Thomas

- vii. **Recreation Ground Improvements Advisory Panel** – Meeting held on Thursday 29th July 2021 at 7pm and a site meeting was held on Monday 2nd August 2021 at 1.30pm. To review proposals and pricing and to consider **recommendations** regarding additional works to be included within this project – details included in the pre-reading. Also, to vote on the following **motion**:

To resolve that the contract for the laying of footpaths and associated work at the Miners' Welfare Recreation Ground, Peasedown St John, as detailed in the tender document, with the following clarifications, is awarded to Northavon Group Ltd. All up to a total value of no more than £65,000 net.

- *To use "Ultifastpath" tarmac pathways.*
- *To build steps, not a ramp, at the new pedestrian entrance from Bath Road.*
- *To utilise the waste soil to form a bund approximately 1 metre high, along the northern edge of the Recreation Ground, to be shaped and seeded by the contractor.*
- *To improve and widen the path from the equality gate at Whitebrook Lane to meet the new path.*
- *To improve the area around the youth shelter.*
- *To replace the planned 2 paths at the far end of the football pitch with one path to run diagonally from the corner of the pitch to the point where the 2nd path would have joined the main path.*
- *To include the work on dropped kerbs and the installation of an equality gate at the junction of Bath Road and Church Road (meeting the standards set by B&NES Unitary Authority), as part of the project. This entrance to connect to the other new paths.*
- *To lay heavy-duty grass matting on the existing grassed surface to form a parking area, ending it at a point where the grassed surface meets the main entrance.*
- *To include timber edging to the paths.*

Proposed by: Cllr Kathy Thomas

Seconded by: Cllr Conor Ogilvie-Davidson

- vi. **Streetlighting Advisory Panel** – Meeting held on Tuesday 3rd August 2021 at 6.30pm. **Recommendations** included in the pre-reading in relation to a revised Terms of Reference for this Advisory Panel and to provide 'Editor' rights to enable updates on the Parish Council Facebook page in relation to streetlighting issues.

C. To note the scheduled forthcoming meetings for the following Advisory Panels:

- i. **Beacon Hall Coronavirus Secure Advisory Panel** – Monday 6th September 2021 at 7.30pm
- ii. **Clerk Liaison Panel** – Wednesday 8th September 2021 at a time tbc.
- iii. **Climate and Environment Advisory Panel** – Thursday 12th August 2021 at 7pm.

<p>iv. Executive Committee Advisory Panel – Tuesday 7th September 2021 at 7.00pm. v. Parish Map & Signage Advisory Panel – Thursday 12th August 2021 at 7.30pm. vi. Persimmon Land Transfer Advisory Panel – September – Date and Time TBC. vii. Streetlighting Advisory Panel – Tuesday 7th September 2021 at 6.30pm.</p>	
<p>C084 – 10/08/2021 Correspondence, Complaints & Issues To review 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: ➤ Consideration of information provided by Peasedown Environment Group for signage to make walkways for both pedestrians and cyclists.</p>	<p>10 min 9.00pm</p>
<p>C085 – 10/08/2021 Outside Bodies To note the report on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting.</p>	<p>5 min 9.05pm</p>
<p>C086 – 10/08/2021 Ashgrove Cemetery To receive a report on interment and memorial applications received since the last Full Council meeting.</p>	<p>2 min 9.07pm</p>
<p>C087 – 10/08/2021 Remembrance Event 2021 To determine whether to proceed and establish some details for the scheduled Remembrance Event to be held on Sunday 14th November 2021.</p>	<p>5 min 9.12pm</p>
<p>C088 – 10/08/2021 Coronavirus Update To receive update and make associated decisions following advice from the Government, Public Health and NALC guidelines regarding Coronavirus in relation to Parish Council facilities and services.</p>	<p>3 min 9.15pm</p>
<p>C089 – 10/08/2021 Resolution Relating to Confidential Nature To pass a resolution that in accordance with Standing Order 3c in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw. Please note that members of the public will be asked to leave the meeting at this point.</p>	<p>1 min 9.16pm</p>
<p>C090 – 10/08/2021 Update - Staffing Matters Opportunity to privately discuss staffing matters, if required.</p>	<p>10 min 9.26pm</p>
<p>C091 – 10/08/2021 Resolution to Revert to Public Session To pass a resolution that the meeting is put back into public session.</p>	<p>1 min 9.27pm</p>
<p>C092 – 10/08/2021 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>2 min 9.29pm</p>
<p>C093 – 10/08/2021 Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 14th September 2021 at 7pm at the Beacon Hall.</p>	<p>1 min 9.30pm</p>