



## 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

8<sup>th</sup> December 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 14<sup>th</sup> December 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 may be recorded, in accordance with 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 [particularly in order to satisfy the protection of children, the vulnerable and other members of the public who actively object to being filmed].

<b>C159 – 14/12/2021</b>	<b>Attendance Roll Call and Declarations of Interest</b>	<b>3 min</b>
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. <b>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.</b>		7.13pm
<b>C160 – 14/12/2021</b>	<b>Attendance and Apologies for Absence</b>	<b>2 min</b>
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

<p><b>C161 – 14/12/2021 Minutes</b></p> <p>i. To <b>resolve</b> to approve the minutes of the <b>Full Council</b> meeting held on 19<sup>th</sup> October 2021.</p> <p>ii. To <b>resolve</b> to approve the minutes of the <b>Full Council</b> meeting held on 9<sup>th</sup> November 2021.</p> <p>iii. To sign the above listed minutes.</p>	<p><b>4 min</b> 7.19pm</p>
<p><b>C162 – 14/12/2021 Clerk’s Report</b></p> <p>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><b>4 min</b> 7.23pm</p>
<p><b>C163 – 14/12/2021 Items for Urgent Report</b></p> <p>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><b>2 min</b> 7.25pm</p>
<p><b>C164 – 14/12/2021 Planning Related Matters</b></p> <p>A. To <b>resolve</b> to determine the Parish Council’s official response regarding the following planning applications:</p> <p>i. Reference: <b><u>21/04876/FUL</u></b> Address: <b>Braysdown Lodge</b>, Woodborough Hill, Peasedown St. John, Bath, BA2 8LN Proposal: Erection of 2no. new storage garages for roofing materials and trucks Applicant: Youngs Roofing Ltd.</p> <p>ii. Reference: <b><u>21/05039/FUL</u></b> Address: <b>Sakura, Eckweek Lane</b>, Peasedown St. John, Bath, BA2 8PH Proposal: Erection of 4 bedroom detached dwelling and garage. Applicant: Mr and Mrs Andrew Sales</p> <p>iii. Reference: <b><u>21/05390/FUL</u></b> Address: <b>20 Bath Road</b>, Peasedown St. John, Bath, BA2 8DH Proposal: Erection of single storey rear extension and replacement side porch extension. Applicant: Mr Paul James</p> <p>B. To ratify the formal response submitted for the following planning application determined under the urgent planning application process:</p> <p>i. Reference: <b><u>21/04944/FUL</u></b> Address: <b>36 Naishes Avenue</b>, Peasedown St. John, Bath, BA2 8TW Proposal: Erection of a two storey side extension and single storey rear extension. Applicant: Daniel and Elizabeth Hillier</p> <p>C. To receive a report on the following:</p> <p>i. Planning decisions issued by B&amp;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>iv. Progress on the Greenlands Road development of 89 dwellings.</p>	<p><b>20 min</b> 7.45pm</p>
<p><b>C165 – 14/12/2021 A37 &amp; A367 Corridor Survey</b></p> <p>To review the proposals and works being undertaken by the West of England Combined Authority and Bath and North East Somerset Council to improve travel between Midsomer Norton, Radstock, Westfield and Bath/Bristol through better bus services and enabling more walking and cycling along the A37 and A367.</p> <p>To determine whether the Parish Council should submit a formal response to the survey being run on this matter to provide a basis for lowering congestion and carbon emissions.</p>	<p><b>10 min</b> 7.55pm</p>
<p><b>C166 – 14/12/2021 Financial Matters &amp; Schedule of Payments</b></p> <p>In accordance with the Financial Regulations and Standing Orders:</p> <p>i. To review and <b>resolve</b> to approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31<sup>st</sup> March 2022.</p> <p>ii. To review the summary of General and Ear Marked Reserves and Committed Expenditure.</p>	<p><b>5 min</b> 8.00pm</p>

<p><b>C167 – 14/12/2021                      Order of Known Business</b></p> <p>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><b>5 min</b> 8.05pm</p>
<p><b>C168 – 14/12/2021                      Advisory Panel Updates</b></p> <p>A. To note the summary report of Advisory Panel meetings held in the current Council year along with attendance numbers.</p> <p>B. To note the reports from the following Advisory Panels - any recommendations or motions raised requiring resolution are specified below:</p> <ul style="list-style-type: none"> <li>i. <b>Beacon Hall Coronavirus Secure Advisory Panel</b> – Meeting held on Monday 6<sup>th</sup> December 2021 at 7.00pm. To consider recommendations regarding continuing monitoring of Beacon Hall under Covid regulations.</li> <li>ii. <b>Beacon Philosophers Area Advisory Panel</b> – No meeting held but an update on the progress of the project will be provided.</li> <li>iii. <b>Clerk Liaison Panel</b> – Meeting held on Wednesday 8<sup>th</sup> December 2021 at 5.30pm. Meeting held after agenda issued so any recommendations will be in the pre-reading or presented at the meeting.</li> <li>iv. <b>Climate &amp; Environment Advisory Panel</b> – Meeting held on Thursday 28<sup>th</sup> October 2021 at 8.00pm. To consider recommendations regarding B&amp;NES Council mowing of verges.</li> <li>v. <b>Digital Transformation Strategy Advisory Panel</b> – To receive a report on the meeting held with a potential supplier on Friday 26<sup>th</sup> November 2021 and to consider any recommendations raised.</li> <li>vi. <b>Persimmon Land Transfer Advisory Panel</b> – No meeting held but an update on the progress of the project will be provided. Also, to vote on the following <b>motion</b>: <i>To resolve that the Council authorises Cllrs Andy Larcombe and Kathy Thomas to work with representatives from Persimmon Homes and the Council's solicitor to progress the land transfer from Persimmon Homes to Peasedown St John Parish Council. Cllr Andy Larcombe to be the lead for work with the solicitor, Cllr Kathy Thomas as the lead contact with Persimmon. That the aforesaid councillors will report back to the Advisory Panel each month for reporting to Full Council.</i> <i>Proposed by: Cllr Kathy Thomas</i> <i>Seconded by: Cllr Andy Larcombe</i></li> <li>vii. <b>Recreation Ground Improvements Advisory Panel</b> – No meeting held but an update on the progress of the project will be provided.</li> <li>viii. <b>Remembrance Event Advisory Panel</b> – Monday 15<sup>th</sup> November 2021 at 7.00pm. To consider recommendation regarding formation of a Civic Events Advisory Panel (see below).</li> </ul> <p>C. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <ul style="list-style-type: none"> <li>i. <b>Beacon Hall Coronavirus Secure Advisory Panel</b> – Monday 10<sup>th</sup> January 2022 at 7.00pm.</li> <li>ii. <b>Clerk Liaison Panel</b> – Wednesday 5<sup>th</sup> January 2022 at 5.30pm.</li> <li>iii. <b>Executive Committee Advisory Panel</b> – Tuesday 11<sup>th</sup> January 2022 at 8.00pm.</li> <li>iv. <b>Persimmon Land Transfer Advisory Panel</b> – Tuesday 11<sup>th</sup> January 2022 at 7.00pm.</li> </ul> <p>D. To consider the creation of the following new Advisory Panels and associated draft Terms of Reference:</p> <ul style="list-style-type: none"> <li>i. <b>Civic Events Advisory Panel</b></li> <li>ii. <b>Council Structure Review Advisory Panel</b></li> </ul>	<p><b>30 min</b> 8.35pm</p>
<p><b>The meeting will be adjourned for a 10-minute comfort break.</b></p>	

<p><b>C169 – 14/12/2021</b>                      <b>Policies &amp; Strategic Documents</b></p> <p>To consider recommendations from the Finance &amp; Amenities Committee following the review of policies at their meetings and to determine the following new and amended policies for adoption or ratification: Tree and Hedge Management Policy.</p>	<p><b>5 min</b> 8.50pm</p>
<p><b>C170 – 14/12/2021</b>                      <b>Correspondence, Complaints &amp; Issues</b></p> <p>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:</p> <ul style="list-style-type: none"> <li>➤ Traffic Regulation Orders within the Parish received since the last meeting.</li> <li>➤ Requests for various tree works to trees located on Parish Council owned or managed land.</li> <li>➤ Request for a memorial tree/s to be located on the Recreation Ground.</li> <li>➤ Correspondence from Bath United Football Club and to vote on the following <b>motion</b>: <i>To resolve that Bath United FC should be advised that the Parish Council is unable to accommodate them playing during December 2021 and January 2022 due to ongoing works at the Recreation Ground. The situation to be reviewed once the project works are completed.</i> <i>Proposed by: Cllr Andy Larcombe</i> <i>Seconded by: Cllr Kathy Thomas</i></li> </ul>	<p><b>10 min</b> 9.00pm</p>
<p><b>C171 – 14/12/2021</b>                      <b>Outside Bodies</b></p> <p>To note the report on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting.</p>	<p><b>5 min</b> 9.05pm</p>
<p><b>C172 – 14/12/2021</b>                      <b>Ashgrove Cemetery</b></p> <p>To receive a report on interment and memorial applications received since the last Full Council meeting.</p>	<p><b>2 min</b> 9.07pm</p>
<p><b>C173 – 14/12/2021</b>                      <b>Coronavirus Update</b></p> <p>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><b>3 min</b> 9.10pm</p>
<p><b>C174 – 14/12/2021</b>                      <b>Resolution Relating to Confidential Nature</b></p> <p>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><b>1 min</b> 9.11pm</p>
<p><b>C175 – 14/12/2021</b>                      <b>Update - Staffing Matters</b></p> <p>Opportunity to privately discuss staffing matters, if required.</p>	<p><b>5 min</b> 9.16pm</p>
<p><b>C176 – 14/12/2021</b>                      <b>Resolution to Revert to Public Session</b></p> <p>To pass a resolution that the meeting is put back into public session.</p>	<p><b>1 min</b> 9.17pm</p>
<p><b>C177 – 14/12/2021</b>                      <b>Future Agenda Items &amp; Cllr Questions</b></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>	<p><b>2 min</b> 9.19pm</p>
<p><b>C178 – 14/12/2021</b>                      <b>Review of New Actions</b></p> <p>To review that any actions generated from the meeting have been correctly captured on the Actions Register.</p>	<p><b>2 min</b> 9.21pm</p>
<p><b>C179 – 14/12/2021</b>                      <b>Date and Time of Next Meeting</b></p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 18<sup>th</sup> January 2022 at 7pm at the Beacon Hall.</p>	<p><b>1 min</b> 9.22pm</p>