



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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11th January 2023

To Councillors:

Gill Auld; Barbara Bailey; John Bailey; Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; Gavin 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 17th January 2023 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

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].

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).

C121 – 17/01/2023	Attendance Roll Call and Declarations of Interest	2 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.		7.12pm
C122 – 17/01/2023	Attendance and Apologies for Absence	2 min
To note the update on councillor meeting attendance throughout the 2022-23 Council year. To receive and note any apologies for absence for this meeting.		7.14pm

<p>C123 – 17/01/2023 Minutes</p> <p>i. To resolve to approve the minutes of the Full Council meeting held on 22nd November 2022.</p> <p>ii. To resolve to approve the minutes of the Extraordinary Meeting of the Full Council held on 20th December 2022.</p> <p>iii. To sign the above listed minutes.</p>	<p>2 min 7.16pm</p>
<p>C124 – 17/01/2023 Items for Urgent Report</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>2 min 7.18pm</p>
<p>C125 – 17/01/2023 Council Committee Updates</p> <p>To receive updates and make associated decisions on any recommendations raised at the following meetings, which have met since the last Full Council meeting. To also provide opportunity for councillors to raise questions and comments to the Chairs of the Standing Committees:</p> <p>Cemetery Committee – Meeting held on 18th October 2022.</p> <p>➤ To ratify the updates to the Interment and Memorial Policy.</p> <p>Finance & Amenities Committee Advisory Panel – Meeting held on 13th December 2022.</p> <p>Finance & Amenities Committee – Meeting held on 10th January 2023.</p> <p>➤ The main discussions at these meetings will be reported under agenda items C126 to C131 inclusive.</p> <p>Planning Committee – Meeting held on Tuesday 6th December 2022 at 8.00pm and Tuesday 3rd January 2023 at 8.00pm.</p> <p>➤ To review the presentation received at the meeting from Dr. Alex Rowbotham (the Electric Vehicle Infrastructure Lead at B&NES Council) regarding the potential to install public electric vehicle charging points within Peasedown St. John as part of a West of England Combined Authority funded project as part of a larger plan to develop community charging hubs across the region. To ratify the comments and suggestions made by the Committee with regards to this project.</p> <p>➤ To consider recommendation for electric vehicle charging to be included in the Terms of Reference and Delegations of the Planning Committee.</p> <p>Personnel Committee Advisory Panel – Meeting held on Tuesday 29th November 2022 at 7.00pm.</p> <p>➤ To review and feedback on proposed advert and job description etc. for the employment of another Caretaker.</p> <p>To note the forthcoming Standing Committee meetings:</p> <p>➤ Cemetery Committee – Meeting scheduled to be held on 24th January 2023.</p> <p>➤ Planning Committee – Meeting scheduled to be held on 7th February 2023.</p> <p>➤ Personnel Committee – Meeting scheduled to be held on 21st February 2023.</p>	<p>20 min 7.38pm</p>
<p>C126 – 17/01/2023 Financial Matters & Schedule of Payments</p> <p>In accordance with the Financial Regulations:</p> <p>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 2023.</p> <p>ii. To receive update on the income and expenditure against the budget for the third quarter of the 2022/23 financial year, in accordance with Standing Order 17c.</p> <p>iii. To review the report on General and Ear Marked Reserves and Committed Expenditure as part of the Order of Known Business for the 2022-23 council year document.</p>	<p>10 min 7.48pm</p>
<p>C127 – 17/01/2023 Operational Budget for 2023/24</p> <p>To receive presentation by Cllr. Andrew Larcombe on the operational budget for the forthcoming financial year. To include an update on the lease and associated costs involved with the Isuzu D-Max vehicle for undertaking Caretaking duties (minute C109 – 20/12/2022 and minute F&A071 – 10/01/2023 refer).</p>	<p>15 min 8.03pm</p>

To agree the operational budget as reviewed and discussed at the Finance & Amenities Advisory Panel meeting on 13 th December 2022 and the Finance & Amenities Committee meeting on 10 th January 2023.	
<p>C128 – 17/01/2023 Order of Known Business, Project Budgets and EMR</p> <p>To note the report on progress and the expenditure in relation to the Order of Known Business for the 2022-23 council year.</p> <p>Cllr. Andrew Larcombe to present the proposals from the Finance & Amenities Committee for current projects and the Order of Known Business for the 2023/24 financial year budget and beyond.</p>	<p>10 min 8.13pm</p>
<p>C129 – 17/01/2023 Precept for 2023/24</p> <p>After discussions under the previous agenda items on budget and finance related items, the following recommendation was raised at the Finance & Amenities Committee for consideration (noting that updated figures for the new vehicle were still to be obtained): To recommend setting the Precept at £270,452 for the 2023/24 financial year, in order for the Parish Council to continue making improvements to the village facilities and services.</p>	<p>10 min 8.23pm</p>
<p>C130 – 17/01/2023 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.</p>	<p>5 min 8.28pm</p>
<p>C131 – 17/01/2023 Press Release</p> <p>To approve a press release to be written by Cllr Andy Larcombe, in conjunction with the Clerk, to explain the rationale of the budget setting programme and resultant precept decision, alongside highlighting some activities and projects undertaken by the parish Council throughout the last year.</p>	<p>2 min 8.30pm</p>
The meeting will be adjourned for a 10-minute comfort break.	
<p>C132 – 17/01/2023 Recreation Ground and Charity Trust</p> <p>To review the draft Terms and Conditions of Hire for the Canteen and Accessible Toilet and to make associated decisions regarding their adoption.</p> <p>To receive update on the trees at the Recreation Ground.</p>	<p>10 min 8.50pm</p>
<p>C133 – 17/01/2023 Advisory Panel Updates</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> <ol style="list-style-type: none"> i. Civic Events Advisory Panel – No meeting held but update on the current status to be provided. Also, to appoint a new Chair following the resignation of Cllr Kathy Thomas from this position. ii. Christmas Lights Advisory Panel – No meeting held, but a review of the 2022 decorations and suggestions and options for 2023 were discussed in writing via Teams. To consider recommendations and make associated decisions on Christmas lights for 2023. iii. Executive Committee Advisory Panel – Meetings held on Tuesday 6th December 2022 at 7.00pm and Tuesday 3rd January 2023 at 7.00pm. To consider recommendations regarding project and workload priorities. iv. Operation London Bridge Advisory Panel – Monday 21st November 2022 at 7.00pm. To consider the following recommendations: a) To resolve to adopt the proposed changes to the Protocol on the Death of a Senior National or Local Figure; b) To resolve to adopt the proposed changes to the Terms of Reference of the Operation London Bridge Advisory Panel; c) To consider suggestions for any lasting tribute for the Queen. v. Persimmon Land Transfer Advisory Panel – No meeting held but update on the current status to be provided. vi. Recreation Ground Improvements Advisory Panel – No meeting held but an update on the snagging list to be provided. 	<p>20 min 9.10pm</p>

<p>vii. Streetlighting Advisory Panel – No meeting held but update on the current status to be provided.</p> <p>C. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <p>i. Executive Committee Advisory Panel – Tuesday 7th February 2023 at 7.00pm.</p>	
<p>C134 – 17/01/2023 Parish Council Calendar and Christmas 2023 Related Matters To review Christmas 2022 related activities, to receive an update on proposals for 2023 to include determination of whether the Parish Council will create a calendar for 2024.</p>	<p>5 min 9.15pm</p>
<p>C135 – 17/01/2023 Floral Displays To receive an update regarding the floral displays for 2022 and to consider recommendations and make associated decisions for the summer 2023 display.</p>	<p>3 min 9.18pm</p>
<p>C136 – 17/01/2023 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:</p> <ul style="list-style-type: none"> ➤ Any updates/reports from B&NES Council Highway Department. ➤ To consider the proposed agreement from Truespeed Communications Ltd. to access telecoms chamber located at Ecewiche Green for a 25-year period. ➤ Any B&NES Council consultations: <ul style="list-style-type: none"> a. <u>Local Council Tax Support Scheme Consultation.</u> b. <u>Draft Joint Community Safety Plan for 2022 to 2025.</u> 	<p>5 min 9.23pm</p>
<p>C137 – 17/01/2023 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 9.25pm</p>
<p>C138 – 17/01/2023 Review of New Actions To review that any actions generated from the meeting have been correctly captured on the Actions Register.</p>	<p>1 min 9.26pm</p>
<p>C139 – 17/01/2023 Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 28th February 2023 at 7pm at Beacon Hall.</p>	<p>1 min 9.27pm</p>