



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

21st June 2023

To Councillors:

Gill Auld; Fiona Carr; Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; Howard Hartley; Gavin Heathcote; Simon Kidd; Andrew Larcombe; Ray Love; Conor Ogilvie-Davidson (Vice-Chair); John Ogilvie-Davidson; Jonathan Rich (Chair); Les Sprake; Kathy Thomas; Daniel Walker.

You are hereby summoned to attend the **Full Council** meeting of Peasedown St John Parish Council at **Beacon Hall** on **Tuesday 27th June 2023 at 6.30pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk & RFO

AGENDA

Meeting of the Full Council

6.30pm

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).

To include a 30-minute session on:

Presentation from Vistry Group PLC regarding their proposals for land south-west of Peasedown St John as part of the B&NES Council Call for Sites under the new Local Plan. Followed with a question-and-answer session.

C025 – 27/06/2023	Attendance Roll Call and Declarations of Interest	1 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.		7.11pm

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.	
C026 – 27/06/2023 Attendance and Apologies for Absence To note the update on councillor meeting attendance throughout the 2023-24 Council year. To receive and note any apologies for absence for this meeting.	2 min 7.13pm
C027 – 27/06/2023 Minutes i. To resolve to approve the minutes of the Full Council meeting held on 23 rd May 2023. ii. To sign the above listed minutes.	2 min 7.15pm
C028 – 27/06/2023 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.	2 min 7.17pm
C029 – 27/06/2023 Council Committee Updates 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: Finance & Amenities Committee Advisory Panel – Meeting held on Tuesday 13 th June 2023 at 7.00pm. ➤ Recommendation under minute F&A006 – 13/06/2023 Community Grants to be considered under item C015 – 27/06/2023. Planning Committee – Meeting held on Tuesday 6 th June 2023 at 8.00pm. ➤ To consider recommendation that the Parish Council responds to the B&NES Council consultation on Local Green Spaces to request they rectify the allocation they previously applied to the Old Quarry Site under the last review. Personnel Committee – Meeting held on Tuesday 20 th June 2023 at 7.00pm. ➤ No recommendations update only. To note the forthcoming Standing Committee meetings: ➤ Cemetery Committee – Meeting scheduled to be held on 18 th July 2023. ➤ Finance & Amenities Committee – Meeting scheduled to be held on 25 th July 2023. ➤ Personnel Committee – Meeting scheduled to be held on 13 th July 2023. ➤ Planning Committee – Meeting scheduled to be held on 4 th July 2023. ➤ Planning Committee – Meeting scheduled to be held on 1 st August 2023.	5 min 7.22pm
C030 – 27/06/2023 Community Grants To receive an update regarding the Parish Council Community Grant Scheme and after review to consider the recommendations raised at the Finance & Amenities Committee, to award £3,350 in Community Grants.	10 min 7.32pm
C031 – 27/06/2023 Civility & Respect Pledge Councillors to be reminded what the Council has agreed under the Civility and Respect Pledge and to raise attention to the impact of these behaviours not being followed.	10 min 7.42pm
C032 – 27/06/2023 Financial Matters & Schedule of Payments In accordance with the Financial Regulations: i. To review and resolve to approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31 st March 2024. ii. To review the report on General and Ear Marked Reserves and Committed Expenditure as part of the Order of Known Business for the 2023-24 council year.	2 min 7.44pm
C033 – 27/06/2023 Assets To resolve to review and adopt the inventory of land and assets including buildings and office equipment. To also receive an update on the annual asset verification exercise.	5 min 7.49pm

C034 – 27/06/2023 Internal Audit To receive update on the Internal Audit for the financial year ending 31st March 2023.	5 min 7.54pm
C035 – 27/06/2023 Annual Governance Statement for 2022-23 To consider and approve the Annual Governance Statement in relation to the Annual Governance and Accountability Return for the financial year ending 31st March 2023.	10 min 8.04pm
C036 – 27/06/2023 End of Year Accounts for 2022-23 To consider and approve the accounts for the year ending 31st March 2023. To include: <ul style="list-style-type: none"> ➤ Review of financial spend against budget for the fourth quarter of the 2022/23 financial year, in accordance with Standing Order 17c. ➤ Summary of General and Ear Marked Reserves and Committed Expenditure. 	10 min 8.14pm
The meeting will be adjourned for a 10-minute comfort break.	
C037 – 27/06/2023 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: <ul style="list-style-type: none"> ➤ Update on the B&NES Council Pollinator Project held at Orchard Way on 18th June 2023. ➤ Trees on Recreation Ground. 	5 min 8.29pm
C038 – 27/06/2023 Advisory Panel Updates <p>A. To note the summary report of known 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. Beacon Field Play Area Resurfacing Advisory Panel – Meeting held on Thursday 22nd June 2023 at 7.00pm. To consider recommendations regarding quotations to undertake works to replace the carpeted play surfaces on Beacon Field. ii. Civic Events Advisory Panel – Meeting held on Monday 26th June 2023 at 8.00pm. To consider recommendations regarding D-Day Commemoration event in 2024 and the draft revised Terms of Reference to incorporate those from the Operation London Bridge Advisory Panel. iii. Executive Committee Advisory Panel – No meeting held due to councillor availability, however an update on the project and workload priorities to be provided. iv. Parish Map and Signage Advisory Panel – Meeting held on Tuesday 1st June 2023 at 7.00pm. To receive an update on the progress of this project. v. Persimmon Land Transfer Advisory Panel – Meetings held on Thursday 25th May 2023 at 3.30pm and Monday 12th June 2023 at 4.00pm. To receive an update on the progress of this project and to consider recommendations regarding the commuted sum and distribution of letters to advise residents about the land transfer, also of tree surveys. <p>C. To consider the draft revised Terms of Reference the following Advisory Panel a:</p> <ol style="list-style-type: none"> i. Council Structure Review Advisory Panel – To consider the creation of a new Advisory Panel and associated draft Terms of Reference and membership. ii. Climate & Environment Advisory Panel – To approve the draft amended Terms of Reference for this Advisory Panel now incorporating items from the recently disbanded Tree Planting and Natural Environment Advisory Panel. To approve the proposed change to the Chair of this Advisory Panel to Cllr Gill Auld. <p>D. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <ol style="list-style-type: none"> i. Climate & Environment Advisory Panel – Monday 3rd July 2023 at 8.00pm. ii. Executive Committee Advisory Panel – Tuesday 4th July 2023 at 7.00pm. iii. Executive Committee Advisory Panel – Tuesday 1st August 2023 at 7.00pm. iv. Persimmon Land Transfer Advisory Panel – Monday 3rd July 2023 at 4.00pm. 	20 min 8.49pm

C039 – 27/06/2023	Future Agenda Items & Cllr Questions	2 min 8.51pm
Opportunity to provide the Clerk with requests for possible future agenda items and to raise questions on items not otherwise covered on the agenda.		
C040 – 27/06/2023	Review of New Actions	1 min 8.52pm
To review that any actions generated from the meeting have been correctly captured on the Actions Register.		
C041 – 27/06/2023	Date and Time of Next Meeting	1 min 8.53pm
The next meeting of the Full Council is scheduled to be held on Tuesday 8 th August 2023 at 7pm at Beacon Hall.		