



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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24th January 2024

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 30th January 2024 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).

C086 – 30/01/2024	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. 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.		7.11pm
C087 – 30/01/2024	Attendance and Apologies for Absence	2 min
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.		7.13pm

<p>C088 – 30/01/2024 Minutes</p> <p>i. To resolve to approve the minutes of the Full Council meeting held on 21st November 2023.</p> <p>ii. To resolve to approve the minutes of the Full Council meeting held on 19th December 2023.</p> <p>iii. To sign the above listed minutes.</p>	<p>2 min 7.15pm</p>
<p>C089 – 30/01/2024 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 7.17pm</p>
<p>C090 – 30/01/2024 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>Finance & Amenities Committee Advisory Panel – Meeting held on Tuesday 10th October 2023 at 7.00pm.</p> <p>Finance & Amenities Committee – Meeting held on Tuesday 23rd January 2024 at 7.00pm.</p> <ul style="list-style-type: none"> ➤ To receive an update on items arising from the Annual Independent Play Inspections and equipment for the Outside Services staff. ➤ To receive an update from the Football Club Liaison Advisory Panel on the football facilities including issues raised about parking at the Recreation Ground. ➤ To receive an update on the Internal Audit interim visit report. ➤ To ratify the changes to the Financial Regulations in accordance with recommendations from the Internal Auditor. <p>Planning Committee – Meeting held on Tuesday 9th January 2024 at 8.00pm.</p> <ul style="list-style-type: none"> ➤ To receive an update regarding planning applications and forthcoming consultation on the new Local Plan which includes proposed development and employment opportunities within the parish. <p>Personnel Sub-Committee – Meeting held on Tuesday 2nd January 2024 at 7.00pm.</p> <ul style="list-style-type: none"> ➤ To receive an update regarding proposed changes to staffing roles and temporary additional hours to progress long-standing works. <p>To note the forthcoming Standing Committee meetings:</p> <ul style="list-style-type: none"> ➤ Cemetery Committee – Meeting scheduled to be held on 13th February 2024. ➤ Finance & Amenities Committee – Meeting scheduled to be held on 30th April 2024. ➤ Finance & Amenities Committee Advisory Panel – Meeting scheduled to be held on 12th March 2024. ➤ Personnel Committee – Meeting scheduled to be held on 20th February 2024. ➤ Planning Committee – Meeting scheduled to be held on 6th February 2024. 	<p>10 min 7.27pm</p>
<p>C091 – 30/01/2024 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 the year ending 31st March 2024.</p> <p>ii. To receive an update on the income and expenditure against the budget for the third quarter of the 2023/24 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 2023-24 council year. To consider the recommendation from the Finance & Amenities Committee to move remaining funds from the Recreation Ground project back to General Reserve.</p>	<p>5 min 7.32pm</p>

<p>C092 – 30/01/2024 Operational Budget for 2024/25</p> <p>To receive presentation by Cllr. Andrew Larcombe on the operational budget for the forthcoming financial year.</p> <p>To agree the operational budget as reviewed and discussed at the Finance & Amenities Advisory Panel meeting on 12th December 2023 and the Finance & Amenities Committee meeting on 23rd January 2024.</p> <p>The following motion was raised at the Finance & Amenities Committee for consideration and vote:</p> <p><i>To resolve to accept the operational budget for the financial year 2024/25 based on a projected operational income of £279,693 and a projected operational expenditure of £311,236.</i></p> <p><i>Proposed by: Cllr Kathy Thomas</i></p> <p><i>Seconded by: Cllr Simon Kidd</i></p>	<p>5 min 7.37pm</p>
<p>C093 – 30/01/2024 Projects for 2024/25 Financial Year and Beyond</p> <p>To receive an update on the project proposals as submitted by councillors to be undertaken during the 2024/25 financial year and beyond. To receive any updates on initial presentations that have been prepared to assist with budget setting, to include the wildlife pond at Ecewiche Green and mature trees as an alternative to sail shades.</p> <p>Cllr. Andrew Larcombe to present the recommendations from the Finance & Amenities Committee to create a project/infrastructure investment fund to be used for projects that will be determined at a future date (including the allocation of funds towards larger projects spanning across several years) and moving towards project proposals being reviewed as a rolling process.</p>	<p>30 min 8.07pm</p>
<p>C094 – 30/01/2024 Precept for 2024/25</p> <p>After discussions under the previous agenda items on budget and finance related items to decide on the annual Parish Council precept requirement for the 2024/25 financial year.</p>	<p>5 min 8.12pm</p>
<p>C095 – 30/01/2024 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 8.17pm</p>
<p>C096 – 30/01/2024 Advisory Panel Updates</p> <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. Climate & Environment Advisory Panel – Meeting held on Monday 4th December 2023 and Monday 15th January 2024 at 6.00pm. To receive update and to approve the completed grant submission form, following the decision at the November meeting to apply for the installation of solar panels, insulation, and remote heating controls at Beacon Hall as part of the UK Shared Prosperity Fund launched via West of England Mayoral Combined Authority. To receive an update on Trees for Climate hedgerow project at Ashgrove Cemetery. ii. Clerk Liaison Panel – Meetings held on Monday 11th December 2023 at 5.30pm, Thursday 4th January 2024 at 5.30pm and Monday 15th January 2024 at 5.30pm. To receive an update on Clerk’s workload and any associated issues. iii. Council Structure Review Advisory Panel – Meeting held on Monday 27th November 2023 at 8.00pm. To receive an update on continued planning for new committee structure and suggested process for raising projects. iv. Executive Advisory Panel – Meetings held on Tuesday 5th December 2023 and Tuesday 9th January 2024 at 7.00pm. To consider recommendations regarding project and workload priorities. v. Parish Map and Signage Advisory Panel – No meeting held but to receive update on progress of the project, associated planning application, also of the grant funding as part of the ‘Active Way’ programme. 	<p>20 min 8.37pm</p>

<p>vi. Persimmon Land Transfer Advisory Panel – No meeting held but to receive an update on the progress of the project and associated tree works (minute C082 – 19/12/2023 refers).</p> <p>C. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <p>i. Civic Events Advisory Panel – To be confirmed.</p> <p>ii. Clerk Liaison Panel – Monday 12th February 2024 at 5.30pm.</p> <p>iii. Climate & Environment Advisory Panel – To be confirmed.</p> <p>iv. Executive Advisory Panel – Tuesday 6th February 2024 at 7.00pm.</p> <p>v. Parish Map and Signage Advisory Panel – Tuesday 13th February 2024 at 7.00pm.</p>	
<p>C097 – 30/01/2024 Christmas Related Activities</p> <p>i. To review the feedback from the Senior Residents Christmas Tea Party for 2023 and make any associated decisions.</p> <p>ii. To review the Christmas lights and trees for 2023 and make any associated decisions.</p>	<p>5 min 8.42pm</p>
<p>C098 – 30/01/2024 Beacon Hall & Field</p> <p>To receive an update and make associated decisions on Beacon Hall bookings, requests from hirers and any works required.</p>	<p>5 min 8.47pm</p>
<p>C099 – 30/01/2024 Correspondence, Complaints & Issues</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"> ➤ Update on planning application 23/04380/FUL for proposed additional dwelling on land at 1 Bath Road, Peasedown St John, and to consider comments raised by local residents regarding the public path and amenity land at the corner of Huddox Hill and Bath Road. ➤ Update and make any associated decisions regarding the installation of a metal miner figure within the village as funded by the Somerset Miners Welfare Trust. 	<p>10 min 8.57pm</p>
<p>C100 – 30/01/2024 Future Agenda Items & Cllr Questions</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>2 min 8.59pm</p>
<p>C101 – 30/01/2024 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 27th February 2024 at 7pm at Beacon Hall.</p>	<p>1 min 9.00pm</p>