



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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19th June 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 25th June 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).

C025 – 25/06/2024	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
C026 – 25/06/2024	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
C027 – 25/06/2024	Minutes	2 min
i. To resolve to approve the minutes of the Full Council meeting held on 21 st May 2024.		7.15pm

ii. To sign the above listed minutes.	
C028 – 25/06/2024 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 – 25/06/2024 Local Authority Agency Agreements To receive an update regarding the agency agreement with B&NES Council for the sponsorship of the School Crossing Patrol.	5 min 7.22pm
C030 – 25/06/2024 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: Amenities & Facilities Committee – Meeting held on 11 th June 2024. ➤ To receive an update regarding assets and tree surveys. ➤ To consider recommendation to approve up to £3,000 to be deducted from the Infrequent Operational Expenditure budget to cover the tree survey works due to be undertaken in 2024. ➤ To consider recommendation that the metal miner figure, along with the plaque and QR code sign, as funded by the Somerset Miners Welfare Trust, is installed to the left-hand side of the miner cart at the Bath Road and Church Road junction entrance of the Recreation Ground. ➤ To receive an update on the snagging of the new pathway at the Garden of Remembrance, Ashgrove Cemetery. Finance & Governance Committee – Meeting held on 18 th June 2024. ➤ To receive an update regarding the decisions on the Community Grant scheme. ➤ To consider recommendation regarding the caretaker salaries and the contracted amenities works budgets. ➤ To receive an update on the banking arrangements and insurance. Planning Committee – Meeting held on Tuesday 7 th May 2024. ➤ To receive an update regarding planning decisions, highways related matters and electric vehicle charging points. Staffing Committee – Meeting held on Tuesday 4 th June 2024 & Thursday 10 th June 2024. ➤ To receive an update regarding staff retention and recruitment. Also, of appraisals and training. To note the forthcoming Standing Committee meetings: ➤ Amenities & Facilities Committee – Meeting scheduled to be held on 23 rd July 2024. ➤ Finance & Governance Committee – Meeting scheduled to be held on 6 th August 2024. ➤ Planning Committee – Meeting scheduled to be held on 2 nd July 2024. ➤ Staffing Committee – Meeting scheduled to be held on 3 rd September 2024.	15 min 7.37pm
C031 – 25/06/2024 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 2025. ii. To review the report on General and Ear Marked Reserves and Committed Expenditure.	3 min 7.40pm
C032 – 25/06/2024 Internal Audit To receive update on the Internal Audit for the financial year ending 31 st March 2024.	5 min 7.45pm
C033 – 25/06/2024 Annual Governance Statement for 2023-24 To consider and approve the Annual Governance Statement in relation to the Annual Governance and Accountability Return for the financial year ending 31 st March 2024.	10 min 7.55pm

<p>C034 – 25/06/2024 Accounting Statements End of Year Accounts for 2023-24</p> <p>To consider and approve the Accounting Statements in relation to the Annual Governance and Accountability Return for the financial year ending 31st March 2024. To include:</p> <ul style="list-style-type: none"> ➤ Review of financial spend against budget for the fourth quarter of the 2023/24 financial year, in accordance with Standing Order 17c. ➤ Summary of General and Ear Marked Reserves and Committed Expenditure. ➤ Bank reconciliation. 	<p>10 min 8.05pm</p>
<p>The meeting will be adjourned for a 10-minute comfort break.</p>	
<p>C035 – 25/06/2024 Project Proposals</p> <p>To receive a progress update on the projects (potential and agreed). To include:</p> <ul style="list-style-type: none"> ➤ Wildlife Pond at Ecewiche Green – update on advertising the project on Contracts Finder. ➤ Mature Trees on Beacon Field ➤ Solar Panels and Insulation at Beacon Hall – update on responses from B&NES Council and meeting with the contractors. <p>To review the list of other potential projects councillors previously indicated their support for and to receive any associated updates.</p>	<p>10 min 8.25pm</p>
<p>C036 – 25/06/2024 Order of Known Business</p> <p>To note the report on progress and the expenditure in relation to the Order of Known Business for the 2023-24 council year and acknowledge what has been carried forward to the 2024-25 council year. To review the reserves, particularly the funds generated from the precept (£55,000) and to consider the provision of allocation of funds to projects, including the building up of ear marked reserves for things like tree surveys.</p>	<p>10 min 8.35pm</p>
<p>C037 – 25/06/2024 Advisory Panel Updates</p> <p>A. To receive the schedule of appointed Advisory Panels and to resolve to disband or reaffirm any appointed by Full Council or previous Standing Committees. To include consideration of any new members to be appointed to the Advisory Panels.</p> <p>B. To note the summary report of Advisory Panel meetings held in the last Council year along with attendance numbers.</p> <p>C. 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"> i. Civic Events Advisory Panel – No meeting held but to receive an update on the Beacon lighting event held on Thursday 6th June 2024. ii. Climate & Environment Advisory Panel – No meeting held but to receive an update on the Council's involvement in Avon Wildlife Trust Festival of Nature 2024 Community Day on 9th June 2024. iii. Football Club Liaison Advisory Panel – No meeting held but to receive an update and make associated decisions regarding the spectator stand roof and works at the football pitch. iv. Parish Map and Signage Advisory Panel – No meeting held but to receive an update on progress of the project and associated planning application. v. Persimmon Land Transfer Advisory Panel – No meeting held but to receive an update on progress and make any associated decisions on the land transfer and works which are due to take place at the end of June. To also consider the renaming of this Advisory Panel to the Land Transfer Advisory Panel and for the same group to work on transferring of land from other parties once the Persimmon transfer is complete. <p>D. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <ul style="list-style-type: none"> i. Climate & Environment Advisory Panel – Tuesday 2nd July 2024 at 7.00pm. 	<p>15 min 8.50pm</p>
<p>C038 – 25/06/2024 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>	<p>10 min 9.00pm</p>

<ul style="list-style-type: none"> ➤ Update on the items raised at the last meeting. ➤ Update on complaints received regarding mowing, particularly at Ashgrove Cemetery. ➤ To receive an update on open access youth sessions from the Peasedown youth worker based at The Hive. ➤ Update on the crack in the pathway surface at the Jubilee Garden. ➤ Update on various traffic and highway related queries. ➤ Update on various complaints regarding overgrown vegetation. ➤ Update on planting on verges at the Dunkerton and Radstock entrances to the village. ➤ Update on request for yarn bombing at the Jubilee Garden. 	
<p>C039 – 25/06/2024 Parking Issues at the Primary School</p> <p>To receive an update on the parking issues at the Primary School during school drop off/pick up times. To incorporate input from the Headteacher, the local PCSOs, and the B&NES Ward Councillors.</p>	<p>5 min 9.05pm</p>
<p>C040 – 25/06/2024 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 9.07pm</p>
<p>C041 – 25/06/2024 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 13th August 2024 at 7pm at the Beacon Hall.</p>	<p>1 min 9.08pm</p>