



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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7th August 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 13th August 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).

C042 – 13/08/2024	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
C043 – 13/08/2024	Attendance and Apologies for Absence	2 min
To note the update on councillor meeting attendance throughout the 2023-24 Council year.		7.13pm

To receive and note any apologies for absence for this meeting.	
C044 – 13/08/2024 Minutes i. To resolve to approve the minutes of the Full Council meeting held on 21 st May 2024. ii. To resolve to approve the minutes of the Full Council meeting held on 25 th June 2024. iii. To sign the above listed minutes.	2 min 7.15pm
C045 – 13/08/2024 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
C046 – 13/08/2024 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 23 rd July 2024. ➤ To receive an update regarding tree surveys, activities and works undertaken since the last meeting at the various amenity sites. ➤ To consider recommendation to approve funding up to £2,500+VAT, to be deducted from the cemetery operational budget and contracted amenities works, to cut back all the hedges and trees around the perimeter of the cemetery. The works to include the cutting back of foliage upwards, in line with the boundary wall edge, especially along the back of properties 21 to 29 Under Knoll and along the eastern boundary wall adjacent the road with Under Knoll. ➤ To consider recommendation to approve funding up to a total value of £7,500+VAT to be deducted from the Persimmon land transfer money, to carry out essential maintenance work, post transfer on the various pockets of land being transferred [list of works and sites provided]. Finance & Governance Committee – Meeting held on 8 th August 2024. ➤ To receive an update regarding the Community Grant scheme awards and second phase. ➤ To receive an update and ratify decisions made on the revised Financial Regulations. ➤ To consider recommendation regarding the caretaker salaries and the contracted amenities works budgets. Planning Committee – Meetings held on Tuesday 2 nd July 2024 and Tuesday 6 th August 2024. ➤ To receive an update regarding planning decisions, highways related matters and electric vehicle charging points. ➤ To receive updates on B&NES Council consultations. ➤ To receive update on surveys of potential development sites relating to the Local Plan. Staffing Committee – Advisory Panel Meeting held on Tuesday 9 th July 2024. ➤ To consider recommendation regarding adopting the changes to the Staff Appraisal Policy & Document. ➤ To receive an update regarding staff retention and recruitment. To note the forthcoming Standing Committee meetings: ➤ Amenities & Facilities Committee – Meeting scheduled to be held on 17 th September 2024. ➤ Finance & Governance Committee – Meeting scheduled to be held on 15 th October 2024. ➤ Planning Committee – Meeting scheduled to be held on 10 th September 2024. ➤ Staffing Committee – Meeting scheduled to be held on 3 rd September 2024.	15 min 7.32pm
C047 – 13/08/2024 Financial Matters & Schedule of Payments In accordance with the Financial Regulations:	4 min 7.36pm

<ul style="list-style-type: none"> 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 2025. ii. To receive an update on the income and expenditure against the budget for the first quarter of the 2024/25 financial year, in accordance with Standing Order 17c. iii. To review the report on General and Ear Marked Reserves and Committed Expenditure as part of the Order of Known Business for the 2024-25 council year. iv. To receive an update on the External Audit and submission of the AGAR for 2023-24. 	
<p>C048 – 13/08/2024 Insurance Policy and Schedule</p> <p>To receive an update and consider any recommendations from the Finance & Governance Committee on the insurance policy and schedule for Peasedown St John Parish Council & Peasedown St John Recreation & Childrens Playground Charities, to include review of pre-renewal questionnaire for the 2024-25 term.</p>	<p>4 min 7.40pm</p>
<p>C049 – 13/08/2024 Calendar of Meetings for the 2024-25 Council Year</p> <p>To pass a resolution that in accordance with Standing Order 10a.xv, Standing Order 7a and 7b (six-month rule) is temporarily suspended, to allow the following items to be discussed:</p> <p>To undertake a discussion on some of the scheduled dates for regular Seasonal Events and Climate & Environment Advisory Panel meetings.</p> <p>To pass a resolution to reinstate Standing Order 7a and 7b (six-month rule).</p>	<p>5 min 7.45pm</p>
<p>The meeting will be adjourned for a 10-minute comfort break.</p>	
<p>C050 – 13/08/2024 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 – to receive update on the quotations received and reviewed following advertising the project on Contracts Finder and subsequent discussions at the Amenities & Facilities Committee meeting. To consider and vote on the following motion: <i>To resolve to award the contract of the creation of a Wildlife Pond at Ecewiche Green, in accordance with the specification tender document, to The Habitat Restoration Company with the additional option of wildflower turf and a butyl liner, but retaining the timber fence at a total cost of £17,396.15+VAT.</i> <i>To resolve to allocate an additional sum of up to £5,000+VAT to this project to cover the cost of bench seats, solar lighting, any costs associated with filling the pond with water, any other permissions and sundries required.</i> <i>Proposed by: Cllr Howard Hartley</i> <i>Seconded by: Cllr Kathy Thomas</i> ➤ Mature Trees on Beacon Field – Update on possible phasing of the project, reports and input from Avon Wildlife Trust and Trees for Climate are being obtained. ➤ Solar Panels and Insulation at Beacon Hall – update and any associated decisions on responses and requirements from B&NES Council, permitted development authorization, and proposals and requirements, including a deposit payment, from the contractors. ➤ New War Memorial to be located at the Recreation Ground – update on suggested proposals for a new war memorial for the village and how this project may be taken forward. ➤ Strategic Plan – to consider the proposals and make any associated decisions for moving forward with a strategic plan for the Parish Council. <p>To review the list of other potential projects councillors previously indicated their support for and to receive any associated updates.</p>	<p>20 min 8.15pm</p>

<p>C051 – 13/08/2024 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> <p>i. Climate & Environment Advisory Panel – Meeting held on Tuesday 2nd July 2024 at 7.00pm. To receive update on the Trees on Beacon Field project (see agenda item C050 – 13/08/2024).</p> <p>ii. Football Club Liaison Advisory Panel – No meeting held but to receive an update and make associated decisions regarding the spectator stand roof and signage including planning permission for advertisement consent. To also receive the feedback from the football clubs regarding the content and signing of the User Agreements.</p> <p>iii. 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 associated works (see agenda item C046 – 13/08/2024).</p> <p>D. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <p>i. Parish Map and Signage Advisory Panel – Thursday 22nd August 2024 at 7.00pm.</p> <p>ii. Seasonal Events Advisory Panel – Tuesday 10th September 2024 at 8.00pm.</p> <p>iii. Climate & Environment Advisory Panel – Tuesday 1st October 2024 at 8.00pm.</p>	<p>20 min 8.40pm</p>
<p>C052 – 13/08/2024 Bleed Kit Scheme for the Parish</p> <p>To receive an update on the national Bleed Kit Scheme and to consider request from the local PCSOs to purchase one or two bleed kits for the parish.</p>	<p>10 min 8.50pm</p>
<p>C053 – 13/08/2024 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 the items raised at the last meeting. ➤ Update on lack of streetlighting on Orchard Way. ➤ Update on Remembrance decorations in the village. ➤ Update on overgrown trees in the Orchard Way estate. ➤ Request for warning signage on Orchard Way regarding hedgehog crossings. ➤ Update on overgrown public rights of way. ➤ Update on emergency planning and community resilience day – 6th September 2024. 	<p>10 min 9.00pm</p>
<p>C054 – 13/08/2024 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 9.02pm</p>
<p>C055 – 13/08/2024 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 24th September 2024 at 7pm at the Beacon Hall.</p>	<p>1 min 9.03pm</p>