



## PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN  
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22nd January 2025

### To Councillors:

Gill Auld; Fiona Carr; Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; 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 28<sup>th</sup> January 2025 at 7.00pm** for the purpose of transacting the business detailed below.

Joy Luxford  
Responsible Finance Officer

## 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** - 30 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).

<b>C083 – 28/01/2025</b>	<b>Attendance Roll Call and Declarations of Interest</b>	<b>1 min</b>
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. <b>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.</b>		7.31pm
<b>C084 – 28/01/2025</b>	<b>Attendance and Apologies for Absence</b>	<b>2 min</b>
To note the update on councillor meeting attendance throughout the 2024-25 Council year. To receive and note any apologies for absence for this meeting.		7.33pm

<p><b>C085 – 28/01/2025 Minutes</b></p> <p>i. To <b>resolve</b> to approve minutes of the <b>Full Council</b> meeting held on 26<sup>th</sup> November 2024.</p> <p>ii. To sign the above listed minutes.</p>	<p><b>4 min</b> 7.37pm</p>
<p><b>C086 – 28/01/2025 Items for Urgent Report</b></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><b>2 min</b> 7.39pm</p>
<p><b>C087 – 28/01/2025 Casual Vacancy</b></p> <p>To receive an update on the two informal applications we have received for the current Casual Vacancy and to make any associated decisions regarding candidate interviews and the process for co-option.</p>	<p><b>4 min</b> 7.43pm</p>
<p><b>C088 – 28/01/2025 Council Committee Updates</b></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><b>Amenities &amp; Facilities Committee</b> – Meeting held on 7<sup>th</sup> January 2025.</p> <ul style="list-style-type: none"> <li>➤ To receive an <b>update and consider recommendations</b></li> <li>➤ <u>Beacon Hall – Lighting</u> – A resolution to request to take the funds of up to £3,500 plus VAT from the Operational Expenditure Budget to (1) accept the quotation C621386/4 from Dextra Lighting for 10 light units for £2379.20 plus VAT and to place an order with Dextra Lighting as soon as possible, (2) accept the estimate from B E Services Ltd for fitting the light units as supplied by Dextra Lighting for a cost of £981 plus VAT and to place an order with B E Services as soon as possible, (3) if necessary, bookings for Beacon Hall will be cancelled over three consecutive days to enable the lights to be fitted.</li> <li>➤ <u>Beacon Hall – Windows</u> – A resolution to accept the quotation to replace the broken panes of glass.</li> <li>➤ <u>Tree Surveys</u> – A resolution to accept the revised tree survey quotations and agree the additional funding needed.</li> </ul> <p><b>Planning Committee</b> – Advisory Panel Meetings held on 14<sup>th</sup> January 2025 and 10<sup>th</sup> December 2024.</p> <ul style="list-style-type: none"> <li>➤ To receive an <b>update and consider recommendations</b>.</li> </ul> <p><b>Staffing Committee</b> – Meeting held on 7<sup>th</sup> January 2025 and 3<sup>rd</sup> December 2024.</p> <ul style="list-style-type: none"> <li>➤ To receive an <b>update and consider recommendations</b> including the purchase of work equipment for the General and Maintenance Manager and the hiring of a locum Clerk for up to 30 hours per week for 6 months to cover sickness leave.</li> </ul> <p>To note the forthcoming Standing Committee meetings:</p> <ul style="list-style-type: none"> <li>➤ <b>Amenities &amp; Facilities Committee</b> – Meeting scheduled to be held on 4<sup>th</sup> March 2025.</li> <li>➤ <b>Finance &amp; Governance Committee</b> – Meeting scheduled to be held on 29<sup>th</sup> April 2025.</li> <li>➤ <b>Planning Committee</b> – Meeting scheduled to be held on 11<sup>th</sup> February 2025.</li> <li>➤ <b>Staffing Committee</b> – Meeting scheduled to be held on 4<sup>th</sup> February 2025.</li> </ul>	<p><b>17 min</b> 8.00pm</p>
<p><b>C089 – 28/01/2025 Financial Matters &amp; Schedule of Payments</b></p> <p>In accordance with the Financial Regulations:</p> <p>i. To review and <b>resolve</b> to approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31<sup>st</sup> March 2025.</p> <p>ii. 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.</p>	<p><b>6 min</b> 8.06pm</p>
<p><b>C090 – 28/01/2025 Budget FY25/26 &amp; Setting the Precept</b></p> <p>i. To receive a presentation from Cllr. Larcombe on the operational budget for the year ending 31<sup>st</sup> March 2026. To agree the operational budget as presented within the pre-read and previously discussed at the Finance &amp; Governance Advisory Committee meeting on 17<sup>th</sup> December 2024 and Finance &amp; Governance Committee meeting on 21<sup>st</sup> January 2025.</p>	<p><b>44 min</b> 8.50pm</p>

ii. To review and <b>resolve</b> to approve the budget for year ending 31 <sup>st</sup> March 2026. iii. To <b>resolve</b> to decide and agree the Precept figure for the year ending 31 <sup>st</sup> March 2026. iv. To <b>review and modify</b> the draft leaflet prepared in anticipation of the precept demand; for eventual distribution by B&NES Council and in the Parish Council Newsletter.	
<b>The meeting will be adjourned for a 10-minute comfort break.</b>	
<b>C091 – 28/01/2025            Solar Panels at Beacon Hall</b> Update on the solar panel works at Beacon Hall delivered w/c 13 <sup>th</sup> January 2025 and on the planned next steps to allow for export of energy to the grid to offset utility charges and potential to provide an income stream.	<b>5 min</b> 9.05pm
<b>C092 – 28/01/2025            Laptops and Ipads for Cllrs</b> To review progress on the laptop and ipad purchases for Cllrs.	<b>2 min</b> 9.07pm
<b>C093 – 28/01/2025            Project Proposals</b> To receive a progress update on the projects (potential and agreed) and make any associated decisions. To include: ➤ <b>Strategic Plan</b> – Update with particular reference to the informal strategic meeting on 15 <sup>th</sup> November 2024 and to consider any proposals and make any associated decisions for moving forward with a strategic plan for the Parish Council.  To review the list of other potential projects councillors previously indicated their support for and to receive any associated updates.	<b>3 min</b> 9.10pm
<b>C094 – 28/01/2025            Advisory Panel Updates</b> A. To consider any new members to be appointed to the existing Advisory Panels.  B. To note the summary report of Advisory Panel meetings held in the last Council year along with attendance numbers.  C. To note the reports from the following Advisory Panels: i. <b>Football Club Liaison Advisory Panel.</b> ii. <b>Parish Map &amp; Signage Advisory Panel.</b> iii. <b>Persimmon Land Transfer Advisory Panel.</b> iv. <b>Seasonal Events Advisory Panel.</b> D. To note any scheduled forthcoming meetings for the Advisory Panels.	<b>10 min</b> 9.15pm
<b>C095 – 28/01/2025 Correspondence, Complaints &amp; Issues</b> 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: ➤ Update on the items raised at the last meeting. ➤ Reports on overgrown hedges, vegetation and trees at various locations in the parish.	<b>10 min</b> 9.25pm
<b>C096 – 28/01/2025            Future Agenda Items &amp; Cllr Questions</b> Opportunity to provide the Clerk with requests for possible future agenda items and to raise questions on items not otherwise covered on the agenda.	<b>3 min</b> 9.28pm
<b>C097 – 28/01/2025            Date and Time of Next Meeting</b> The next meeting of the Full Council is scheduled to be held on 25 <sup>th</sup> February 2025 at 7pm at the Beacon Hall.	<b>2 min</b> 9.30pm