



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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18th June 2025

To Councillors:

Fiona Carr; Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; Gavin Heathcote; Simon Kidd; Andrew Larcombe; 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 24th June 2025 at 7.00pm** for the purpose of transacting the business detailed below.

Sam Nash
Parish Clerk

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).

C023 - 24/06/2025 Attendance Roll Call and Declarations of Interest 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 interest 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.	1 min 7.11pm
C024 - 24/06/2025 Attendance and Apologies for Absence To note the update on councillor meeting attendance throughout the 2025-26 Council year. To receive and note any apologies of absence for this meeting.	2 min 7.13pm
C025 – 24/06/2025 Minutes	2 min

<p>i. To resolve to approve the minutes of the Full Council meeting, held on 20th May 2024.</p> <p>ii. To sign the above listed minutes.</p>	7.15pm
<p>C026 - 24/06/2025 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 as a matter of urgency.</p>	<p>2 min</p> <p>7.27pm</p>
<p>C027 - 24/06/25 Ratification of new postholders – Proper Officer / Clerk to the Parish Council</p>	<p>2 min</p> <p>7.29pm</p>
<p>C028 - 24/06/2025 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 opportunities for councillors to raise questions and comments to the Chairs of the Standing Committees:</p> <p>Amenities & Facilities</p> <ul style="list-style-type: none"> ➤ Update on BANES bin emptying ➤ Roundabout at rec ➤ Play surface repair at Beacon Field ➤ Approve spend on list of tools submitted by SF ➤ Agreement to pay contractor to water plants whilst grounds staff are not at full complement ➤ Committee membership <p>Finance & Governance Committee – Meeting held on Tuesday 17th June 2025.</p> <ul style="list-style-type: none"> ➤ Community Grant. ➤ Bank Mandates Clerk. ➤ AGAR return status update. ➤ Agree Joy's RFO extra hours (up to 15 hours). ➤ Risk register update following installation of solar panels. <p>Planning Committee – Meeting held on Tuesday 10th June 2025.</p> <ul style="list-style-type: none"> ➤ To receive an update regarding planning decisions. <p>Staffing Committee – Meeting held on Tuesday 3rd June 2025.</p> <ul style="list-style-type: none"> ➤ To receive an update regarding staff retention and recruitment. Also, of appraisals and training. ➤ Review Spending line for advertising RFO post again Costs are: SLCC 286 plus VAT and NALC 100 plus VAT FaceBook Cost: TBC £4 per day, INDEED: TBC £11per day – Current Advertising budget. <p>To note the forthcoming Standing Committee meetings:</p> <ul style="list-style-type: none"> ➤ Amenities & Facilities Committee – Meeting scheduled to be held on 22nd July 2025. ➤ Finance & Governance Committee – Meeting scheduled to be held on 19th August 2025. ➤ Planning Committee – Meeting scheduled to be held on 8th July 2025. ➤ Staffing Committee – Meeting scheduled to be held on 2nd September 2025. 	<p>15 min</p> <p>7.44pm</p>
<p>C029 - 24/06/2025 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 year ending 31st March 2026.</p> <p>ii. To review the report on General and Ear Marked Reserves and Committed Expenditure.</p> <p>iii. Financial reports</p>	<p>3 min</p> <p>7.47pm</p>

C030 - 24/06/2025 Order of Known Business To note the report on progress and the expenditure in relation to the Order of Known Business for the 2025-26 council year and acknowledge what has been carried forward to the 2025-26 council year.	10 min 7.57pm
C031 - 24/06/2025 Projects To receive a progress update on the projects (potential and agreed). To include: <ul style="list-style-type: none"> ➤ Wildlife Pond at Ecewiche Green – update on contractor start date and planning progress. Leaflet drop volunteers. ➤ War Memorial – planning application progress ➤ Roundabout Signs 	10 min 8.07pm
C032 - 24/06/2025 Advisory Panel Updates 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. 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 - any recommendations or motions raised requiring resolution are specified below: <ul style="list-style-type: none"> i. Civic Events Advisory Panel – No meeting held but to receive an update on the Beacon lighting for VE day 80 event held on Thursday 8th May 2025. ii. Football Club Liaison Advisory Panel – Tuesday 10/06/2025 to receive an update and make associated decisions regarding works at the football pitch. iii. Parish Map and Signage Advisory Panel – No meeting held but to receive an update on progress of the project and associated planning application. Heritage Information Boards – submit planning application iv. Land Transfer Advisory Panel – No meeting held but to agree the name of the new advisory panel and receive an update on progress to work on transferring of land from Taylor Wimpey. 	15 min 8.22pm
C033 – 24/06/2025 Redesignation of Radstock Conservation Area inc. new character appraisal invitation to attend Teams meeting with Holly Rowland (BANES Conservation Officer) on the 25 th of June (time to be confirmed)	2 min 8:24pm
C034 – 24/06/2025 Discussion Hiring the Public Space Terms and Conditions	10min 8:34pm
C035 - 24/06/2025 Correspondence, Complaints & Issues To review items of significant correspondence, complaints and issues. <ul style="list-style-type: none"> ➤ Japanese knotweed encroaching on parish land ➤ Tree health and clearance of scrub behind 35-50 Underleaf Way – issue regarding land ownership and responsibility for maintenance ➤ Party in the Park – compulsory donations 	10 min 8:44pm
C036 - 24/06/2025 Future Agenda Items & Cllr Questions Opportunity to provide the Clerk with requests for possible future agenda items and to raise questions on items not otherwise covered on the agenda.	2 min 8:46pm
C037 - 24/06/2025 Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 13 th August 2024 at 7pm at the Beacon Hall.	1 min 8.47pm