



## PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN  
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13<sup>th</sup> November 2024

### To Councillors:

Fiona Carr (Vice-Chair); Audrey Gillard-Sprake; Gavin Heathcote; Les Sprake; Kathy Thomas (Chair).

You are hereby summoned to attend a meeting of the **Amenities & Facilities Committee** of Peasedown St John Parish Council to be held at Beacon Hall on **Tuesday 19<sup>th</sup> November 2024 at 7.00pm** for the purpose of transacting the business detailed below.

### CC Councillors:

Conor Ogilvie-Davidson; Jonathan Rich as ex-officio members of the Committee – Please advise, by return, if you will be attending this meeting.

Tanya West  
Parish Clerk

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## AGENDA

### Meeting of the Amenities & Facilities Committee

7.00pm

**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).

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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.

### **A&F047 – 19/11/2024**

### **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 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.**

### **A&F048 – 19/11/2024**

### **Apologies for Absence**

To receive and approve, if necessary, any apologies for absence.

**A&F049 – 19/11/2024**                      **Minutes & Actions**

- i. To consider and approve the minutes of the Amenities & Facilities Committee meeting held on 17<sup>th</sup> September 2024.
- ii. To review updated copy of the Actions Register on Planner.

**A&F050 – 19/11/2024**                      **Items for Urgent Report**

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

**A&F051 – 19/11/2024**                      **Amenities & Facilities Advisory Panel**

To receive the notes from the Amenities & Facilities Advisory Panel meeting held on Monday 21<sup>st</sup> October 2024 at 7.00pm at Beacon Hall.

**A&F052 – 19/11/2024**                      **Review of Finances 2024/25**

To consider income and expenditure reports for the 2024/25 financial year for those budgets specifically linked to the Amenities & Facilities Committee.

To include a discussion on budgets for contracted amenities works and caretaker salaries.

To review suggested budget requirements for the 2025/26 financial year for those items specifically linked to the Amenities & Facilities Committee and consider any further amendments.

**A&F053 – 19/11/2024**                      **Ashgrove Cemetery**

- i. To receive update on the works to the memorial garden and scattering area at the Garden of Remembrance.
- ii. To receive update on the clearing of the waste in the bottom car park.
- iii. To review Avon Wildlife Trust Ecology Management Plan and volunteering group plans and consider budget requirements for 2025/26 in order to implement these proposals.
- iv. To consider budget for gating of the lower car park and creation of compost bays.

**A&F054 – 19/11/2024**                      **Beacon Hall**

- i. To receive an update on regular hirers, those that have left and consider proposals for potential new regular hirers.
- ii. To review the proposed amendments to hire charges and make associated decisions.
- iii. To receive an update on the solar panels and insulation projects.
- iv. To receive an update on the proposed lighting for Beacon Hall and make any recommendations for this project to be taken forward.
- v. To receive an update on the additional microphones and changes to acoustics of the hall following insulation installation
- vi. To receive an update and make associated decisions regarding the replacement of the flooring in the foyer and office, also to the deep cleaning of the bar and kitchen floors.
- vii. To receive an update on repairs to the door and to consider quotations for replacement of the glazing of the door and windows and make association decisions.

**A&F055 – 19/11/2024**                      **Beacon Field & Jubilee Garden**

- i. To receive an update on repairs to play equipment and to the play surfaces and to consider quotation for additional replacement parts.
- ii. To receive a progress update on the proposed planting of mature trees on Beacon Field.
- iii. To receive an update on works to the oak plinth in the Jubilee Garden.
- iv. To receive an update on the pathways on Beacon Field, proposed works for siding out the edges and draft estimates for future replacement plans.

**A&F056 – 19/11/2024**                      **Braysdown Allotments**

- i. To review the proposed amendments to fees and to the allotment rules and make associated decisions.
- ii. To receive update on the improvement works to car park area and closing of the second gateway.
- iii. To consider suggestions for future projects at this site and any associated budget.

**A&F057 – 19/11/2024                      Ecewiche Green**

- i. To receive update on the clearing areas of the site, reinstatement of a fence and to hedge laying programme of works at Ecewiche Green.
- ii. To receive update on the wildlife pond project and make any recommendations to Full Council.
- iii. To review the proposed weekly checklist for this site and make any further suggestions for amendments to the document.

**A&F058 – 19/11/2024                      Persimmon Land, Village Greens, PROW, Roundabouts**

- i. To receive an update on the transfer of Persimmon land and plans for initial improvement works.
- ii. To receive and update on the mowing/maintenance of the village greens including autumn bulb planting by PEG.
- iii. Strimming and other reports for improvements to the public rights of way in the parish.
- iv. To receive an update on the sponsorship of the roundabouts.
- v. To receive an update on the tree surveys.

**A&F059 – 19/11/2024                      Recreation Ground**

- i. To receive an update on the planned works to the hedges.
- ii. To receive an update on the installation of the Metal Miner from Somerset District Miners Welfare Trust.
- iii. To receive an update on suggestions for a war memorial to be installed at the Recreation Ground.
- iv. To receive an update on works to the football facilities and other buildings/structures on site.
- v. To receive an update on the pathways on the Recreation Ground including proposed works for siding out the edges.

**A&F060 – 19/11/2024                      Christmas Lights**

To receive an update on progress for the installation of the Christmas light and trees displays.

**A&F061 – 19/11/2024                      Service Level Agreements & Checklists**

- i. To review the amended draft signage for the Services Level Agreements to be installed at areas of public open space detailing what service level agreements residents should expect from the Parish Council.
- ii. To review the proposed weekly checklists for the Parish Council sites/facilities and make any further suggestions for amendments to the document.

**A&F062 – 19/11/2024                      Asset Register**

To receive an update on the asset verification checks and the asset register.

To receive an update on the checking of the streetlights.

**F&A063 – 19/11/2024                      Date and Time of Next Meeting & Future Agenda Items**

The next meeting of the Amenities & Facilities Committee is scheduled to be held on Tuesday 7<sup>th</sup> January 2025 at 7pm at Beacon Hall.