



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN Tel:

01761 433686 E-mail:

clerk@peasedownstjohnparishcouncil.gov.uk

www.peasedownstjohnparishcouncil.gov.uk

16TH July 2025

To Councillors:

Andy Larcombe; 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 22nd July 2025 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.

Staff: Simon Freear, GAMM; Debbie Parish, Administrator

Sam Nash
Clerk

AGENDA

Meeting of the Amenities & Facilities Sub-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).

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&F001 – 22/07/2025

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 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&F002 – 22/07/2025

Apologies for Absence

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

A&F003 – 22/07/2025

Minutes & Actions

To consider and approve the minutes of the Amenities & Facilities Committee meeting held on 27th May 2025.

A&F004 – 22/07/2025 Items for Urgent Report

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

A&F005 – 22/07/2025

Review of Budget

- i. To note Finances 2025/26 – A&F Committee
- ii. To agree budget for annual improvements to the changing room facilities based on recommendations from the Football Liaison Advisory Panel
- iii. To note the expenditure on the items for use by the caretaking team as identified by the GAMM (up to £6000) as approved at Full Council.
- iv. To agree funding plan for the tree survey work
- v. To agree funding plan for works at Westbury View Boundary
- vi. To agree funding to replace a dead tree in the cemetery
- vii. To agree funding to purchase or have Maintenance team build planters for scattering meadow
- viii. To agree funding the replacement of a dead plant in the Jubilee Garden
- ix. To agree funding the replacement of 16 box hedging plants that have succumbed to box blight with an alternative shrub at the cemetery
- x. To agree a funding line for future replacement of Box Hedging in the Cemetery that has begun to show box blight
- xi. To finalise the funding for the emergency ventilation for solar panel inverter and battery storage room
- xii. To finalise the cost to date tools and machinery for the work of the Maintenance team
- xiii. To note PPE purchase should be transferred to the Personnel budget
- xiv. To consider cost for play equipment costing from Dragon Play
- xv. Finalise shortfall from insurance claim for roundabout replacement at the recreation ground

A&F006-22/07/2025

Whole Estate Maintenance

- I. Plan for the Reduction in Hedge Height and expected completion
- II. Plan for Hedge maintenance going forward – costing contract or in house equipment
- III. Plan for winter Cut of Estate Hedging – costing for contractor or inhouse time and cost for equipment

A&F006 – 22/07/2025

Beacon Hall

- i. To finalise the installation of air-conditioning in the office. To agree a specification for window cleaning of Beacon Hall
- ii. To agree a specification for solar panel cleaning of Beacon Hall.
- iii. To note the installation of the fan to cool the room that houses the solar panel inverter and batteries to meet Fire Safety Regulations – completed under emergency spend by Clerk.

iv. To agree a specification for the cleaning contract of Beacon Hall

A&F007 – 22/07/2025

Beacon Field & Jubilee Garden

- i. To agree a specification for replacing a section of pathway on Beacon Field ready to go out to tender
- ii. To agree a specification to improve the entrance to the Dog Exercise Area.
- iii. To agree a specification to replace a dead tree in the Jubilee Garden.

A&F008 – 22/07/2025

Braysdown Allotments

- i. To note any updates following the allotment inspection held in June 2025.
- ii. To note the Annual Allotment Barbecue.
- iii. To agree specification for management of unused plots whilst they are vacant.
- iv. To agree specification to partition plot where temporary manure heap currently sits

A&F009 – 22/07/2025

Ecewiche Green

- i. To finalise the process of beginning construction of the wildlife pond and associated planting of trees on Beacon Field. To include
 - i) Time frame for handing out leaflets to surrounding residents
 - ii) Risk Assessments for third party users once site is released to the council / community
 - iii) H&S specifications to mitigate responsibility of council towards end users

A&F010 – 22/07/2025

Persimmon Land, Village Greens, PROW, Roundabouts

- i. To note progress on the sponsorship of the roundabouts.
- ii. To finalise Arborists to carry out remedial work based on the tree survey undertaken in March 2025 by Scott Watson of Wildwood based on received quotations
- iii. To note recommendations for work to be completed at the Bund and finalise Arborist to carry out additional work at the boundary between the bund and Westbury View based on received quotations.

A&F011 – 22/07/2025

Recreation Ground

- I. To finalise contractors for maintenance work at the sports changing room following review of facilities by Football Liaison committee and their recommendations of work.
- II. To finalise contractor to fit replacement extractor fan at the changing rooms to support with mould damage and ventilation of facility
- III. To agree a specification for the short-term cutting of the pitch and recreation ground following the collapse of the previous contractor's business – taking into account the recommendations of the GAMM
- IV. To agree a specification for the long-term cutting of the pitch and recreation ground taking into account the recommendations of the GAMM including the storage of any equipment at the site that the GAMM may require
- V. To note the agreement of planning permission for the war memorial sited on the Recreation Ground

A&F012 – 22/07/2025

Ashgrove Cemetery

- i. To finalise the A&F105 27/05/2025
- ii. To agree changes in signage to reflect above decision and specification of spending to facilitate that
- iii. To agree specification for area at the bottom of the cemetery – taking into account the

recommendations of the GAMM

- iv. To agree a specification for installing temporary planters to support the scattering meadow whilst works on weed control are implemented in order to maintain the welcoming and calming environment for the community
- v. To agree specification for replacement of Box Hedging around the cremation plots when Box Blight impacts the visual aspect
- vi. To identify the frequency of scattering in the scatter meadow and the process required

A&F013 – 22/07/2025

Date and Time of Next Meeting & Future Agenda Items

The next meeting of the Amenities & Facilities Committee: **Tuesday 22nd July 2025.**