



PEASEDOWN ST JOHN PARISH COUNCIL

Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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17th September 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.

You are hereby summoned to attend the **Full Council** meeting of Peasedown St John Parish Council at **Beacon Hall** on **Tuesday 30th September 2025 at 6.30pm** for the purpose of transacting the business detailed below.

Sam Nash
Parish Clerk

AGENDA

Meeting of the Full Council

6.30pm

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).

C055 – 30/09/2025	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.	1 min 6.31pm
C056 – 30/09/2025	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 for absence for this meeting.	2 min 6.33pm
C057 – 30/09/2025	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 6.35pm
C058 – 30/09/2025	Resolution Relating to Confidential Nature To pass a resolution that in accordance with Standing Order 3c in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.	2 min 6.37pm

C059 – 30/09/2025 Casual Vacancy To receive an update on the current casual vacancies and to make any associated decisions regarding candidate interviews and the process for co-option.	4 min 6.41pm
C060 – 30/09/2025 Parish Councillor Vacancies To undertake individual dialogue sessions with those candidates available to attend. Copies of candidates' personal profiles already circulated to Councillors.	10 min 6.51pm
C061 – 30/09/2025 Resolution to Revert to Public Session To pass a resolution that the meeting is put back into public session.	2 min 6.53pm
C062 – 30/09/2025 Parish Councillor Vacancies i. To receive update and clarification from clerk regarding process for co-option. ii. To undertake co-option voting for the current casual vacancies.	10 min 7.03pm
C063 – 30/09/2025 Minutes i. To resolve to approve the minutes of the Full Council meeting held on 26 th June 2025. ii. To sign the above listed minutes.	4 min 7.07pm
C064 – 30/09/2025 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 opportunities for councillors to raise questions and comments to the chairs of the standing committees: Amenities & Facilities Committee – Meeting held on 16 th September 2025. Planning Committee – Meeting held on Tuesday 9 th September 2025. Staffing Committee – Meeting held on Tuesday 2 nd September 2025. To note the forthcoming Standing Committee meetings: ➤ Amenities & Facilities Committee – Meeting scheduled to be held on Tuesday 18 th November 2025. ➤ Finance & Governance Committee – Meeting scheduled to be held on Tuesday 21 st October 2025. ➤ Planning Committee – Meetings scheduled to be held on Tuesday 14 th October and the 11 th of November 2025. ➤ Staffing Committee – Meeting scheduled to be held on 2 nd December 2025.	15 min 7.22pm
C065 – 30/09/2025 Financial Matters & Schedule of Payments In accordance with the Financial Regulations: i. To agree updated Financial Regulations ii. To consider moving from Sage to Xero as financial software and make any associated decisions. iii. To review and resolve to approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31 st March 2026. iv. To review the report on General and Ear Marked Reserves and Committed Expenditure as part of the Order of Known Business for the 2025-26 council year. v. To receive update on utility rates and services. vi. To receive an update on the External Audit and submission of the AGAR for 2024-25.	10 min 7.32pm
C066 – 30/09/2025 Insurance Policy and Schedule To review and approve the insurance policy and schedule for Peasedown St John Parish Council & Peasedown St John Recreation & Childrens Playground Charities for 2025-26. To pass a resolution to pay the associated invoice.	6 min 7.40pm
C067 – 30/09/2025 Project Proposals To receive a progress update on the projects (potential and agreed) and make any associated decisions. To include: ➤ Wildlife Pond at Ecewiche Green – Update on planning application and potential of project going forward. ➤ Beacon Park Footpaths - update on number of tenders submitted for consideration, potential cost	20 min 8.00pm

<p>➤ New War Memorial to be located at the Recreation Ground – update on plans going forward to construction</p> <p>To review the list of other potential projects councillors previously indicated their support for and to receive any associated updates.</p>	
<p>C068 – 30/09/2025 Advisory Panel Updates</p> <p>A. To consider any new members to be appointed to the existing 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> <ol style="list-style-type: none"> i. Football Club Liaison Advisory Panel – No meeting held. ii. Parish Map & Signage Advisory Panel – Meeting held on 21st August 2025. To receive a progress update on this project and make any associated decisions. iii. 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. <p>D. To note the scheduled forthcoming meetings for the following Advisory Panels:</p> <ol style="list-style-type: none"> i. Parish Map and Signage Advisory Panel – Thursday 26th September 2024 at 7.00pm. ii. Advisory Panel for hire agreement Beacon Field / outside space – Date to be confirmed 	<p>15 min 8.15pm</p>
<p>C069 – 30/09/2025 Christmas Tea Party for Senior Residents</p> <p>To agree any arrangements for the Christmas Tea Party for Senior Residents including production of a calendar, preparations for the tea party and advertising for the event.</p>	<p>5 min 8.20pm</p>
<p>C070 – 30/09/2025 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> <ol style="list-style-type: none"> 1. Questions raised by residents about small group of trees behind 36 Morgans Way – belonged to Beazer homes but does not appear to have been part of land transferred by Persimmon Homes. Several homes have complained about the size of these trees. 2. Would councillors consider the application from a dog training group to hold regular sessions at Beacon Hall – should there be availability. 	<p>5 min 8.25pm</p>
<p>C071 – 30/09/2025 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 8.27pm</p>
<p>C072 – 30/09/2025 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 25th November 2025 at 7pm at the Beacon Hall.</p>	<p>1 min 8.29pm</p>