



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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15th April 2020

To Councillors:

Barbara Bailey; John Bailey; Mandy Clarke; Richard Clarke; Jo Davis; Audrey Gillard-Sprake; Gavin Heathcote; Samantha Heathcote; Simon Kidd; Andrew Larcombe; Ray Love; Conor Ogilvie-Davidson; Claire Parfitt; Jonathan Rich (Vice-Chair); Les Sprake; Kathy Thomas (Chair).

You are hereby summoned to attend the remote Full Council meeting of Peasedown St John Parish Council via MS Teams on **Tuesday 21st April 2020 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West
Parish Clerk

AGENDA

Meeting of the Full Council

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).

For members of the public wishing to observe the meeting or to raise a question/speak during the public session, you may join the meeting online by clicking [here](#). Please note, you will be prompted to download the MS Teams application.

****PLEASE ENSURE THAT YOU MUTE YOUR MICROPHONE WHEN NOT SPEAKING****

Please be aware that this Parish Council meeting will be recorded, in accordance with the Openness of Local Government Bodies Regulations 2014.

C323 – 21/04/2020	Attendance Roll Call and Declarations of Interest	5 min
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		7.15pm

council and how these interests impact on their involvement with discussions and voting.	
C324 – 21/04/2020 Apologies for Absence To receive an update on councillor absenteeism, to receive and note any apologies for absence for this meeting.	2 min 7.17pm
C325 – 21/04/2020 Protocol for Remote Parish Council Meetings Incorporating amendments following feedback from all councillors, to consider and vote on the following motion from the Clerk Liaison Panel: <i>To resolve to adopt the Protocol for Remote Parish Council Meetings.</i> Proposed by: Cllr Conor Ogilvie-Davidson Seconded by: Cllr Kathy Thomas Please note, this item will also include an update/decision on any implications and associated amendments, or suspensions required to the current Standing Orders.	10 min 7.27pm
C326 – 21/04/2020 Minutes i. To consider and approve the minutes of the Full Council meeting held on 17 th March 2020 [click here to view a copy of the minutes] These minutes will be accepted as read, in accordance with Standing Order 12a. ii. To sign the minutes of the Full Council meeting held on 17 th March 2020.	5 min 7.32pm
C327 – 21/04/2020 Items for Urgent Report Items which, in the opinion of the Chair, should be reported on as a matter of urgency.	2 min 7.34pm
C328 – 21/04/2020 Annual Meeting of the Full Council To consider and determine the cancellation of the Annual Meeting of the Full Council in May in accordance with recommendations from NALC.	10 min 7.44pm
C329 – 21/04/2020 Advisory Panel Updates A. To receive updates and consider recommendations from the following Advisory Panels which have met since the last Full Council meeting: i. Council Structure Review Advisory Panel – To determine that a final review of the Standing Orders and Terms of Reference and Delegations documents be undertaken following the period of Coronavirus lockdown in order to capture additional changes that may be required, such as remote meetings. ii. Clerk Liaison Panel – To receive the notes from the meeting held on 2 nd April 2020 at 4.30pm (these will be taken as read). iii. Digital Transformation Strategy Advisory Panel – To receive a report on progress since the last meeting regarding Digital Transformation and remote meetings. iv. Executive Committee Advisory Panel – To receive the notes from the meeting held on 7 th April 2020 at 7.30pm (these will be taken as read). v. Football Club Liaison Advisory Panel – To receive the notes from the meeting held on 24 th March 2020 at 7.00pm (these will be taken as read). vi. Streetlighting Maintenance Advisory Panel – See action register for update. vii. VE-Day 75th Year Anniversary Event Advisory Panel – To receive a report on progress since the last meeting regarding the VE/VJ-Day 75 th Year Anniversary Event and to ratify the date of the event to be Saturday 15 th August 2020. B. To acknowledge the forthcoming meetings for the following Advisory Panels: i. Clerk Liaison Panel – Meeting scheduled for Thursday 7 th May 2020. ii. Executive Committee Advisory Panel – Meeting scheduled for Tuesday 5 th May 2020 at 7.00pm. iii. Streetlighting Maintenance Advisory Panel – Date to be determined.	20 min 8.04pm
C330 – 21/04/2020 Coronavirus Update To receive update on the Public Health and NALC guidelines regarding Coronavirus and to receive a report on the actions/decisions undertaken since the last meeting. To consider recommendations from the Clerk Liaison Panel regarding Parish Council maintained open spaces, floral displays and delegated responsibilities.	20 min 8.24pm

<p>C331 – 21/04/2020 Financial Matters</p> <p>i. To review and approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31st March 2020.</p> <p>ii. To review and approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31st March 2021.</p> <p>iii. To consider subscription payments for various professional supporting bodies.</p> <p>If any councillor has questions on the above listed documents, they should raise them to the Clerk prior to the meeting.</p>	<p>6 min 8.30pm</p>
<p>C332 – 21/04/2020 Planning Related Matters</p> <p>A. To decide on the Parish Council's official response regarding the following planning applications (to include consideration of any feedback on the applications from members):</p> <p>i. Ref. <u>20/01045/FUL</u> - 24 Old England Way, Peasedown St. John, Bath, BA2 8TL - Erection of bedroom extension above existing garage - Mr Alex Hussey.</p> <p>ii. Ref. <u>20/01092/FUL</u> - 60 Eckweek Road, Peasedown St. John, Bath, BA2 8EJ - Erection of garage and conservatory (Resubmission) - Mr And Mrs Peter Leray</p> <p>iii. Ref. <u>20/01195/FUL</u> - 17 Heritage Close, Peasedown St. John, Bath, BA2 8TJ - Erection of timber fence to match existing at rear boundary of site - Mrs M Boren.</p> <p>B. To note that B&NES Council are consulting on updates to their planning policies; including a Local Plan Partial Update and a Draft Statement of Community Involvement. Further details can be found by clicking here. Any councillors interested in reviewing these documents on behalf of the Parish Council to advise the Clerk so that an Advisory Panel can be established at the May Full Council meeting. B&NES Council will also be undertaking a 'Call for Sites' that can be registered online by clicking here. This will probably result in the Parish Council being consulted again at a later date.</p> <p>C. To receive a report on the following:</p> <p>i. Planning decisions issued by B&NES Council.</p> <p>ii. Planning enforcement matters.</p> <p>iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes.</p> <p>iv. Progress on the Greenlands Road development of 89 dwellings.</p>	<p>30 min 9.00pm</p>
<p>C333 – 21/04/2020 Correspondence, Complaints & Issues</p> <p>To review, on Planner, 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.</p>	<p>5 min 9.05pm</p>
<p>C334 – 21/04/2020 Outside Bodies</p> <p>i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting.</p> <p>ii. To receive Police updates. Police Beat Surgeries have been temporarily suspended.</p>	<p>5 min 9.10pm</p>
<p>C335 – 21/04/2020 Calendar of Meetings for the 2020-21 Council Year</p> <p>To review the proposed calendar of council meetings in preparation for adoption at the next meeting.</p>	<p>5 min 9.15pm</p>
<p>C336 – 21/04/2020 Update on Planner</p> <p>To receive update and review the Actions Register saved on Microsoft Planner.</p>	<p>10 min 9.25pm</p>
<p>C337 – 21/04/2020 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 9.27pm</p>
<p>C338 – 21/04/2020 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 12th May 2020 at 7pm.</p>	<p>1 min 9.28pm</p>