



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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5th May 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 12th May 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 and you will be temporarily held in a virtual 'lobby' before accessing the meeting.

****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.

C339 – 12/05/2020	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.		7.15pm

<p>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.</p>	
<p>C340 – 12/05/2020 Apologies for Absence To receive an update on councillor absenteeism, to receive and note any apologies for absence for this meeting.</p>	<p>2 min 7.17pm</p>
<p>C341 – 12/05/2020 Minutes i. To consider and approve the minutes of the Full Council meeting held on 21st April 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 21st April 2020.</p>	<p>2 min 7.19pm</p>
<p>C342 – 12/05/2020 Items for Urgent Report Items which, in the opinion of the Chair, should be reported on as a matter of urgency.</p>	<p>2 min 7.21pm</p>
<p>C343 – 12/05/2020 Council Committee Updates To receive updates from the following Committees which have met since the last Full Council meeting: i. Finance & Amenities – Meeting held on 30th April 2020. To include consideration of the recommendation for changes to irregular operational expenditure budget items to be incorporated for the 2021/22 financial year.</p>	<p>5 min 7.26pm</p>
<p>C344 – 12/05/2020 Community Grants & Village Events To receive update regarding the Parish Council Community Grant Scheme and to consider the recommendations from the Finance & Amenities Committee regarding the grant awards totalling £2,500 (including £1,000 for Village Events). To consider whether to grant the Parish Council's goal posts to the Peasedown St John Recreation and Children's Playground Charities (Charity Registration No. 304505).</p>	<p>10 min 7.36pm</p>
<p>C345 – 12/05/2020 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. Clerk Liaison Panel – To receive the notes from the meeting held on 7th May 2020 at 4.00pm (these will be taken as read). ii. Executive Committee Advisory Panel – To receive the notes from the meeting held on 5th May 2020 at 7.30pm (these will be taken as read). iii. Streetlighting Maintenance Advisory Panel – To receive the notes from the meeting held on Wednesday 6th May 2020 at 6.30pm (these will be taken as read). iv. VE-Day 75th Year Anniversary Event Advisory Panel – To note the updated advice from the Government in relation to holding events. B. To acknowledge the forthcoming meetings for the following Advisory Panels: i. Clerk Liaison Panel – Meeting scheduled for Thursday 4th June 2020. ii. Digital Transformation Strategy Advisory Panel – Date to be determined.</p>	<p>5 min 7.41pm</p>
<p>C346 – 12/05/2020 Resolution Relating to Six Month Rule To pass a resolution that in accordance with Standing Order 10a.xv, Standing Order 7a and 7b (six-month rule) is temporarily suspended, to allow the following items to be discussed:</p>	<p>1 min 7.42pm</p>
<p>C347 – 12/05/2020 Coronavirus Update To receive update and make associated decisions following advice from the Government, Public Health and NALC guidelines regarding Coronavirus and to receive a report and review the actions/decisions taken at the last meeting and suggested working practices. To include a review of the access to the following areas of public open space: i. Beacon Field and the Recreation Ground; ii. Ashgrove Cemetery; iii. Ecewiche Green.</p>	<p>15 min 7.57pm</p>

To also include an update on various groups/organisations within the village and how they are helping to service the community/how Coronavirus is impacting on them.	
C348 – 12/05/2020 Resolution to Reinstate Six Month Rule To pass a resolution to reinstate Standing Order 7a and 7b.	1 min 7.58pm
C349 – 12/05/2020 Local Authority Agency Agreements Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities. To include: i. Agency agreement with B&NES Council for the Public Rights of Way Vegetation Clearance. ii. Agency agreement with B&NES Council for the sponsorship of the School Crossing Patrol.	2 min 8.00pm
C350 – 12/05/2020 Parish Snow Wardens To review arrangements and support of the local Snow Wardens scheme.	2 min 8.02pm
C351 – 12/05/2020 Risk Register To receive the updated Risk Register; to review the revised document and adopt accordingly.	4 min 8.06pm
C352 – 12/05/2020 Financial Matters i. To review and approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31 st March 2021. ii. To review and approve those operational related payments which arise on a regular basis throughout the year. iii. To review and ratify regular payments set up as direct debits or as a standing order and to consider proposals for any additional ones. If any councillor has questions on the above listed documents, they should raise them to the Clerk prior to the meeting.	6 min 8.12pm
C353 – 12/05/2020 Annual Governance Statement for 2019-20 To consider and approve the Annual Governance Statement in relation to the Annual Governance and Accountability Return for the financial year ending 31 st March 2020.	10 min 8.22pm
C354 – 12/05/2020 End of Year Accounts for 2019-20 To consider and approve the accounts for year ending 31 st March 2020. To include review of the Council's expenditure incurred under s.137 of the Local Government Act 1972, Reserves and the carrying forward of some remaining budgets to 2019-20.	10 min 8.32pm
C355 – 12/05/2020 Order of Known Business Document To review progress on the Order of Known Business document for the 2019-20 council year and to consider the adoption of the proposed Order of Known Business document for the 2020-21 council year.	5 min 8.37pm
C356 – 12/05/2020 Calendar of Meetings for the 2020-21 Council Year To adopt the proposed calendar of meetings for the forthcoming council year.	2 min 8.39pm
C357 – 12/05/2020 Ashgrove Cemetery To consider requests for new/amended memorials at Ashgrove Cemetery.	2 min 8.41pm
C358 – 12/05/2020 Planning Related Matters 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): i. Ref. 20/01446/FUL - 18 Old Forge Way, Peasedown St. John, Bath, BA2 8TS - Erection of two storey side extension to form larger kitchen and utility room on ground floor and bedroom and bathroom on first floor - Sarah Winter. B. To receive update from the Planning Policy Advisory Panel regarding B&NES Council's consultation on updates to their planning policies; Local Plan Partial Update and a Draft Statement of Community Involvement. To consider their recommendations for any official comments from the Parish Council to be submitted for this consultation. To receive update on the B&NES Council 'Call for Sites' that can be registered online until 15 th June 2020 by clicking here .	15 min 8.56pm

<p>C. To receive a report on the following:</p> <ul style="list-style-type: none"> i. Planning decisions issued by B&NES Council. ii. Planning enforcement matters. iii. Planning applications not invited to comment / appeals / pending applications / applications from neighbouring parishes. iv. Progress on the Greenlands Road development of 89 dwellings. 	
<p>C359 – 12/05/2020 Bollards on Pathway to Eckweek Gardens & Beacon Hall To receive update and consider request to move some of the bollards on the pathway between Eckweek Gardens and Beacon Hall to accommodate accessibility for mobility scooters and wheelchairs etc.</p>	<p>10 min 9.06pm</p>
<p>C360 – 12/05/2020 Prince of Wales Village Green To receive update on Prince of Wales Village Green to include the installation of bollards along the track-side to prevent the site being damaged by vehicles and to consider a request from Wales & West Utilities to temporarily erect a portaloo and cabin on the Green, whilst they carry out works on Dunkerton Hill.</p>	<p>10 min 9.16pm</p>
<p>C361 – 12/05/2020 Bench Seat and Planter To receive update on the replacement bench seat at Wellow Lane/Mercedes Roundabout and to make associated decisions on street furniture to be installed, funding and location (if details are available).</p>	<p>5 min 9.21pm</p>
<p>C362 – 12/05/2020 Correspondence, Complaints & Issues 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>4 min 9.25pm</p>
<p>C363 – 12/05/2020 Outside Bodies i. To receive an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting. ii. To receive Police updates. Police Beat Surgeries have been temporarily suspended.</p>	<p>1 min 9.26pm</p>
<p>C364 – 12/05/2020 Update on Planner To receive update and review the Actions Register saved on Microsoft Planner.</p>	<p>2 min 9.28pm</p>
<p>C365 – 12/05/2020 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. i. Tree Charter and tree surveys.</p>	<p>1 min 9.29pm</p>
<p>C366 – 12/05/2020 Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 16th June 2020 at 7pm (subject to the calendar of meetings being approved under agenda item C356-12/05/2020).</p>	<p>1 min 9.30pm</p>