



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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9th September 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; 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 15th September 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 or via the telephone.

[Learn how to join a meeting via a computer or mobile device](#)

To join our meeting on your computer or mobile device the hyperlink and details can be found on the home page of the Parish Council website.

Or dial into our meeting using a telephone

- Phone: +44 20 3855 5887
- Meeting Conference ID: 941 964 012#

We kindly ask that you please join the meeting 10-15 minutes early so then we can resolve any access issues before the meeting starts [please telephone 07583 091284 if you have problems accessing the meeting].

Councillors are reminded that if they wish to speak this must be done through the Chair and by using the 'Raise your Hand' function.

****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.

C424 – 15/09/2020	Attendance Roll Call and Declarations of Interest	5 min
<p>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.</p>		7.15pm
C425 – 15/09/2020	Apologies for Absence	2 min
<p>To receive an update on councillor absenteeism, to receive and note any apologies for absence for this meeting.</p>		7.17pm
C426 – 15/09/2020	Casual Vacancies	5 min
<p>To receive an update on the current Casual Vacancies and to resolve to hold remote interviews on Monday 19th October 2020 at 6pm.</p>		7.22pm
C427 – 15/09/2020	Minutes	10 min
<p>i. To resolve to approve the minutes of the Full Council meeting held on 11th August 2020. ii. To sign the minutes of the Full Council meeting held on 11th August 2020. iii. To resolve to approve the minutes of the Executive Committee meeting held on 2nd June 2020. iv. To sign the minutes of the Executive Committee meeting held on 2nd June 2020. v. To resolve to approve the minutes of the Burial Committee meeting held on 23rd June 2020. vi. To sign the minutes of the Burial Committee meeting held on 23rd June 2020.</p>		7.32pm
C428 – 15/09/2020	Clerk's Report	5 min
<p>To receive, for information, a report from the Clerk on any outstanding actions from the last meeting, or items of particular note or feedback requested via Planner.</p>		7.37pm
C429 – 15/09/2020	Items for Urgent Report	2 min
<p>Items which have been brought to the attention of the Chair, prior to the meeting, and that, in her opinion, should be reported on as a matter of urgency.</p>		7.39pm
C430 – 15/09/2020	Planning Related Matters	15 min
<p>A. To resolve to determine the Parish Council's official response regarding the following planning applications (to include consideration of any feedback on the applications from members):</p> <ul style="list-style-type: none"> i. Ref. <u>20/02954/CLEU</u> - 10 Bath Road, Peasedown St. John, Bath, BA2 8DW - Subdivision of property to create seven separate residential units (Certificate of Lawfulness of Existing Use) - Mr Edwin Cox. ii. Ref. <u>20/02961/FUL</u> - Fairview, 19 Greenlands Road, Peasedown St. John, Bath, BA2 8EZ - Erection of detached garage - Mr & Mrs L Gould. iii. Ref. <u>20/03016/HPD</u> - 47 Braysdown Lane, Peasedown St. John, Bath, BA2 8HS - Prior approval request for single storey rear orangery style extension that would 1) extend beyond the rear wall of the original house by 5.30 metres 2) have a maximum height of 4.60 metres and 3) have eaves that are 3.00 metres high – Mr & Mrs Darrin King. <p>B. 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. 		7.54pm

<p>C. To note that the Ministry of Housing, Communities and Local Government are running consultations on reform of the planning system as follows (The National Association of Local Councils (NALC) is drafting a response to this based on feedback from Town and Parish Councils):</p> <ol style="list-style-type: none"> i. Changes to the current planning system (NALC deadline for responses 17 September); ii. Planning for the future - the planning white paper (NALC deadline for responses 15 October); iii. Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16 October). <p>The recommendation from the Executive Committee Advisory Panel is that the Parish Council should not submit a response to NALC regarding the consultation on the reform of the national planning system but that councillors should engage in their own research and submit their responses individually. This recommendation is to be determined or alternative options suggested.</p>	
<p>C431 – 15/09/2020 Ashgrove Cemetery</p> <ol style="list-style-type: none"> i. To resolve to approve recommendations from the Clerk regarding requests for new/amended memorials at Ashgrove Cemetery that are in line with Parish Council policy. ii. To consider requests for appeal on interment fees for Ashgrove Cemetery. 	<p>6 min 8.00pm</p>
<p>C432 – 15/09/2020 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.</p> <p>To include feedback from recent councillor surgery and request for support on wilding of grass verges.</p>	<p>10 min 8.10pm</p>
<p>C433 – 15/09/2020 Outside Bodies</p> <ol style="list-style-type: none"> i. To receive, for information, an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting. To determine attendance and voting rights for the ALCA AGM. ii. To receive, for information, Police updates. Police Beat Surgeries have been temporarily suspended. 	<p>5 min 8.15pm</p>
<p>C434 – 15/09/2020 Financial Matters</p> <ol style="list-style-type: none"> i. To review and resolve to approve the schedule of payments and ratify those already made in relation to the accounts for year ending 31st March 2021. ii. To review the report on General and Ear Marked Reserves and Committed Expenditure. To resolve to approve the recommendations to move funding to/from Reserves for those projects which are progressed. iii. To resolve to establish a standing order payment for the annual allotment rent in accordance with Financial Regulations 6.8. 	<p>6 min 8.21pm</p>
<p>C435 – 15/09/2020 Insurance Policy and Schedule</p> <p>To receive, for information, update on the insurance policy and schedule and to resolve to accept the make decisions regarding the renewal for 2020-21 and consideration of a 3-year contract discount.</p>	<p>4 min 8.25pm</p>
<p>C436 – 15/09/2020 Advisory Panel Updates</p> <p>A. To receive reports from the following Advisory Panels which have met since the last Full Council meeting. The reports are for information only, any recommendations raised by the Advisory Panel requiring resolution are specified below:</p> <ol style="list-style-type: none"> i. Council Structure Review Advisory Panel – Meeting held on Thursday 30th January 2020 at 6pm at Beacon Hall and subsequently deferred [minute C304 – 17/03/2020 refers]. To resolve the recommended changes to the Standing Orders and Terms of Reference and Delegations. Cllr. Bailey to provide a presentation on works undertaken by the Advisory Panel and to include detail on the Annual Council Meeting. ii. Clerk Liaison Panel – Meeting held on 9th September 2020 at 4.00pm. iii. Digital Transformation Strategy Advisory Panel – Meeting held on 1st September 2020 at 7pm. <ul style="list-style-type: none"> ➤ The DTS Advisory Panel is investigating into options and initial costs for the setting up of hybrid Parish Council meetings. 	<p>35 min 9.00pm</p>

<ul style="list-style-type: none"> ➤ To resolve to accept the recommendation that all councillors are offered the use of a Parish Council owned laptop for their period of office. That will cost up to £6k over 4 years [replacement budget will need to be incorporated within the IT budget over the years]. To be funded by ear marked and general reserves. ➤ To resolve to accept the recommendation that the members of the Personnel Committee assist the Office Staff with the running of the Parish Council Facebook page for a trial period of 3 months, to be reviewed at the December Full Council meeting. <p>iv. Executive Committee – Meeting held on 8th September 2020 at 7.00pm.</p> <ul style="list-style-type: none"> ➤ To resolve to accept the recommendation that due to the pandemic the Senior Citizens Christmas Party is not held in 2020 and that due in part to the backlog of work the annual calendar for 2021 is not produced. ➤ To resolve to accept the recommendation that the list of future projects is kept under review, but no particular project is put forward for work at this time. ➤ To resolve to accept the recommendation that an Advisory Panel is commissioned by the council to plan for the planting of trees / saplings on the Recreation Ground. To review the draft Terms of Reference and appoint membership. <p>v. Beacon Hall Coronavirus Secure Advisory Panel – Meeting held on 21st August 2020 at 7.00pm and on 8th September 2020 at 6.00pm. To consider the following motion: <i>To resolve to open Beacon Hall for booked/regular activities and some Advisory Panel meetings from Monday 21st September 2020.</i> Proposed by: Cllr. Conor Ogilvie-Davidson Seconded by: Cllr. Jonathan Rich</p> <p>vi. Football Club Liaison Advisory Panel – Meeting scheduled to be held on 10th September 2020.</p> <p>B. To acknowledge the forthcoming meetings for the following Advisory Panels:</p> <ul style="list-style-type: none"> i. Burial Advisory Panel – Date to be determined. ii. Clerk Liaison Panel – Meeting scheduled for Wednesday 7th October 2020 at 4.00pm. iii. Digital Transformation Strategy Advisory Panel – Meeting scheduled for Tuesday 3rd November 2020 at 7.00pm. iv. Executive Committee Advisory Panel – Meeting scheduled for Tuesday 6th October 2020. <p>C. To formally disband the following Advisory Panels:</p> <ul style="list-style-type: none"> i. Council Structure Review Advisory Panel ii. VE-Day 75th Year Anniversary Event Advisory Panel – Tasks considered to be completed and to be reformed in 2021 to organise postponed event [as also recommended by the Executive Committee Advisory Panel]. 	
<p>C437 – 15/09/2020 Coronavirus Update</p> <p>To receive update and make associated decisions following advice from the Government, Public Health and NALC guidelines regarding Coronavirus in relation to Parish Council facilities and services.</p>	<p>5 min 9.05pm</p>
<p>C438 – 15/09/2020 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 9.07pm</p>
<p>C439 – 15/09/2020 Date and Time of Next Meeting</p> <p>The next meeting of the Full Council is scheduled to be held on Tuesday 20th October 2020 at 7pm.</p>	<p>1 min 9.08pm</p>