



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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13th January 2021

To Councillors:

Barbara Bailey; John Bailey; Mandy Clarke; Richard Clarke; Adi Davis; Jo Davis; Andrew Fraser; 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 19th January 2021 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: 380 500 698#

We kindly ask that you please join the meeting 10 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.

<p>C516 – 19/01/2021 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.</p>	<p>5 min 7.15pm</p>
<p>C517 – 19/01/2021 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>C518 – 19/01/2021 Minutes i. To resolve to approve the minutes of the Full Council meeting held on 15th December 2020. ii. To sign the minutes of the Full Council meeting held on 15th December 2020. iii. To resolve to approve the minutes of the Full Council Extraordinary meeting held on 5th January 2021. iv. To sign the minutes of the Full Council Extraordinary meeting held on 5th January 2021. 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>	<p>6 min 7.23pm</p>
<p>C519 – 19/01/2021 Clerk's Report 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>	<p>3 min 7.26pm</p>
<p>C520 – 19/01/2021 Items for Urgent Report 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>	<p>2 min 7.28pm</p>
<p>C521 – 19/01/2021 Planning Related Matters 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): i. None. B. To receive a report on the following: 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. C. To note that B&NES Council has published an Options document on the partial update to the Local Plan which involves an update to parts of the Core Strategy and Placemaking Plan. Also, to consider whether to submit a formal response from the Parish Council to their consultation [expiry date is 18th February 2021].</p>	<p>2 min 7.30pm</p>
<p>C522 – 19/01/2021 Financial Matters 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.</p>	<p>8 min 7.38pm</p>

<p>ii. To review the report on General and Ear Marked Reserves and Committed Expenditure and make any associated decisions for the transfer of funds from Reserves for various projects to progress.</p> <p>iii. To consider the budget for the Accessible Allotments Plot project and to resolve to add an additional £600 for this project to include expenditure for the shelves, guttering and water butts.</p> <p>iv. To receive update on financial spend against budget for the third quarter of the 2020/21 financial year, in accordance with Standing Order 17c.</p>	
<p>C523 – 19/01/2021 Larger Operational Projects</p> <p>To resolve to proceed with the following larger operational projects and to approve appropriate funding. Recommendation from the Executive Committee Advisory Panel that the fences should be packaged together and quotations obtained for works to be completed before April 2021:</p> <ul style="list-style-type: none"> ➤ Replacement of fence at Ecewiche Green; ➤ Replacement of fence at Braysdown Allotments. <p>To also receive update on new waste bin at Eckweek Gardens and review request for possible alternative location.</p>	<p>5 min 7.43pm</p>
<p>C524 – 19/01/2021 Operational Budget for 2021/22</p> <p>To receive presentation by Cllr. Andrew Larcombe on the operational budget for the forthcoming financial year. To agree the operational budget as reviewed and discussed at the Finance & Amenities Advisory Panel meeting on 8th December 2020 and the Finance & Amenities Committee meeting on 5th January 2021.</p>	<p>5 min 7.49pm</p>
<p>C525 – 19/01/2021 Precept for 2021/22</p> <p>After discussions under the previous agenda items on budget and finance related items, the recommendation from the Finance & Amenities Committee was to set the Precept at £251,452.</p> <p>The following motion has been received for consideration/vote: <i>To resolve to set the Precept at £251,452 for the 2021/22 financial year, which is a freeze of the precept on the previous year.</i> <i>Proposed by: Cllr Andy Larcombe</i> <i>Seconded by: Cllr Gavin Heathcote</i></p>	<p>5 min 7.54pm</p>
<p>C526 – 19/01/2021 Order of Known Business, Project Budgets and EMR</p> <p>To review progress and the expenditure in relation to the Order of Known Business for the 2020-21 council year.</p> <p>To review the potential projects list for the 2021/22 financial year budget and beyond. To consider the priorities for these projects and associated earmarked reserves. Cllr. Andrew Larcombe to lead discussion. To consider the recommendation from the Executive Committee Advisory Panel that the following projects should be the Order of Known Business for 2021/22:</p> <ul style="list-style-type: none"> ➤ Recreation Ground pathway extension; ➤ Recreation Ground - formalise the entrance from Bath Road to join the footpath system; ➤ Recreation Ground – install an area of Grasscrete; ➤ Philosophers area at Beacon Field; ➤ Audio visual equipment for streaming meetings and events; ➤ Additional streetlights at Hillcrest and Eckweek Gardens. 	<p>10 min 8.04pm</p>
<p>C527 – 19/01/2021 Precept Demand Leaflet & Publicity</p> <p>To review and modify/accept draft leaflet prepared in anticipation of precept demand; for eventual distribution by B&NES Council and in the Parish Council newsletter.</p> <p>To consider recommendation from the Executive Committee Advisory Panel that Cllr Andy Larcombe is authorized to contact Somer Valley FM with an update on the Council's plans for 2021/22.</p>	<p>5 min 8.09pm</p>
<p>C528 – 19/01/2021 Ashgrove Cemetery</p> <p>To receive a report on interment and memorial applications received since the last Full Council meeting.</p>	<p>1 min 8.10pm</p>

<p>C529 – 19/01/2021 Correspondence, Complaints & Issues 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>10 min 8.20pm</p>
<p>C530 – 19/01/2021 Policies & Strategic Documents To review the suggested amendments to the Protocol on the Death of a Senior National or Local Figure document and adopt/reject them as appropriate.</p>	<p>5 min 8.25pm</p>
<p>C531 – 19/01/2021 Outside Bodies i. To receive, for information, an update on any forthcoming meetings or feedback from meetings attended since the last Full Council meeting. ii. To receive, for information, Police updates. Police Beat Surgeries have been temporarily suspended.</p>	<p>5 min 8.30pm</p>
<p>C532 – 19/01/2021 Council Committee Updates To receive updates from the following Committees which have met since the last Full Council meeting: Finance & Amenities Committee (meeting held on 5th January 2021).</p>	<p>2 min 8.32pm</p>
<p>C533 – 19/01/2021 Advisory Panel Updates 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: i. Christmas Lights Advisory Panel – No meeting held but email correspondence between members. To consider recommendation that the same light motifs are ordered for Christmas 2021. ii. Clerk Liaison Panel – Meeting held on Wednesday 6th January 2021 at 12.00noon. iii. Executive Committee Advisory Panel – Meeting held on Tuesday 12th January 2021. iv. Persimmon Land Transfer Advisory Panel – No meeting held but to receive update on the transfer progress and to consider recommendation from the Executive Committee Advisory Panel regarding the authorisation of Cllr Larcombe to liaise with the Clerk and contact the solicitor. v. Recreation Ground Tree Planting Advisory Panel – No meeting held but to receive update on the tree planting arrangements. B. To acknowledge the forthcoming meetings for the following Advisory Panels: i. Beacon Hall Coronavirus Secure Advisory Panel – Meeting date to be determined. ii. Burial Committee Advisory Panel – Meeting date to be determined. iii. Clerk Liaison Panel – Meeting scheduled for Wednesday 3rd February 2021 at 12.00noon. iv. Digital Transformation Strategy Advisory Panel – Meeting scheduled for Tuesday 26th January 2021 at 7.00pm. v. Executive Committee Advisory Panel – Meeting scheduled for Tuesday 2nd February 2021 at 7.00pm. vi. Finance & Amenities Committee Advisory Panel – Meeting scheduled for Tuesday 9th February 2021 at 7.00pm. vii. Parish Map and Signage Project – Meeting scheduled for Friday 22nd January 2021 at 7.30pm. viii. Personnel Committee Advisory Panel – Meeting date to be determined. ix. Streetlighting Advisory Panel – Meeting date to be determined.</p>	<p>25 min 8.57pm</p>
<p>C534 – 19/01/2021 Coronavirus Update 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 9.02pm</p>

<p>C535 – 19/01/2021 Commonwealth Flag Raising Day To review suggestions for a Commonwealth Flag raising to be held on Monday 8th March 2021 and make any associated decisions. Please note this activity will be held within any Government Coronavirus regulations.</p>	<p>5 min 9.07pm</p>
<p>C536 – 19/01/2021 Annual Village Meeting To review suggestions for the preparation and format of the Annual Village Meeting due to be held on Tuesday 30th March 2021 and make any associated decisions.</p>	<p>5 min 9.12pm</p>
<p>C537 – 19/01/2021 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.</p>	<p>2 min 9.14pm</p>
<p>C538 – 19/01/2021 Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 16th February 2021 at 7pm.</p>	<p>1 min 9.15pm</p>