



## PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN  
Tel: 01761 433686 E-mail: [clerk@peasedownstjohnparishcouncil.gov.uk](mailto:clerk@peasedownstjohnparishcouncil.gov.uk)  
[www.peasedownstjohnparishcouncil.gov.uk](http://www.peasedownstjohnparishcouncil.gov.uk)

27<sup>th</sup> May 2020

### To Councillors:

Jo Davis; Simon Kidd; Andrew Larcombe; Conor Ogilvie-Davidson; Claire Parfitt; Jonathan Rich (Vice-Chair); Kathy Thomas (Chair).

You are hereby summoned to attend the remote meeting of the Executive Committee of Peasedown St John Parish Council via MS Teams on **Tuesday 2<sup>nd</sup> June 2020 at 7.00pm** for the purpose of transacting the business detailed below.

Tanya West  
Parish Clerk

## AGENDA

### Meeting of the Executive Committee

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.**

**EC011 – 02/06/2020**

### **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.

**EC012 – 02/06/2020            Apologies for Absence**

To receive and determine approval of any apologies for absence.

**EC013 – 02/06/2020            Minutes & Actions**

- i. To note the minutes of the Executive Committee meeting held on 4<sup>th</sup> June 2019 [[click here](#) to view a copy of the minutes]. These minutes were approved at the February Full Council meeting (minute C270 – 18/02/2020 refers)
- ii. To review updated copy of the Action Register on Planner of items allocated to the Executive Committee.

**EC014 – 02/06/2020            Items for Urgent Report**

Items which, in the opinion of the Chair, should be reported on as a matter of urgency.

**EC015 – 02/06/2020            Advisory Panel**

To note the agreed Terms of Reference and Delegations for the Executive Committee Advisory Panel, all in line with the decision taken at Full Council (minute C328 – 21/04/2020 refers) to continue with the existing council structure and set up.

**EC016 – 02/06/2020            Executive Committee Related Policies**

To note the list of policies that have been allocated to the Executive Committee as detailed on the Strategic Documentation Register and make plans for the review of any policy that has not been reviewed within the last council year.

**EC017 – 02/06/2020            Order of Known Business**

To review the Order of Known Business document, including priorities and ear marked reserves and to determine any recommendations for consideration by Full Council.

All project updates will be detailed on Planner. Councillors to review the updates prior to the meeting via the links on the Order of Known Business document.

**EC018 – 02/06/2020            Projects for Feasibility Studies**

To review the Projects for Feasibility Studies document, with a view to feeding back comments to the Executive Committee Advisory Panel meeting in July in order to make recommendations for consideration at the Full Council Meeting in August.

All project updates will be detailed on Planner. Councillors to review the updates prior to the meeting via the links on the Projects for Feasibility Studies document.

**EC019 – 02/06/2020            Councillor Surgeries**

To discuss the monthly Parish Councillor Surgeries in respect of their provisional resumption in August; Coronavirus regulations permitting.

**EC020 – 02/06/2020            Council Logos**

To review the proposed logos for the different facilities/services of the Parish Council and to make a recommendation to Full Council for the formal adoption of these logos.

**EC021 – 02/06/2020            Date and Time of Next Meeting & Future Agenda Items**

The date of the next Executive Committee meeting is to be determined.

The date of the next Executive Committee Advisory Panel meeting is scheduled to be held on Tuesday 14<sup>th</sup> July 2020 at 7pm.