



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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25th May 2021

To Councillors:

Audrey Gillard-Sprake; Simon Kidd; Andrew Larcombe; Jonathan Rich (Chair); Kathy Thomas (Vice-Chair).

You are hereby summoned to attend a meeting of the Executive Committee of Peasedown St John Parish Council at the Beacon Hall on **Tuesday 1st June 2021 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 or via the telephone as due to Coronavirus restrictions numbers permitted in Beacon Hall are restricted.

[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: 305 297 028#

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].

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

Due to the nature of this meeting, being remote for members of the public and face to face for councillors, then an **attendance roll call** will be undertaken at the start of the meeting.

EC001 – 01/06/2021 Election of Chair

To formalise the appointment of the Chair and Vice-Chair of the Executive Committee.

EC002 – 01/06/2021 Apologies for Absence

To receive and determine approval of any apologies for absence.

EC003 – 01/06/2021 Declarations of Interest

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.

EC004 – 01/06/2021 Minutes & Actions

- i. To note the minutes of the Executive Committee meeting held on 2nd June 2020. These minutes were approved at the November Full Council meeting (minute C469 – 10/11/2020 refers)
- ii. To review updated copy of the Action Register on Planner of items allocated to the Executive Committee.

EC005 – 01/06/2021 Items for Urgent Report

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

EC006 – 01/06/2021 Advisory Panel

To appoint an Advisory Panel to investigate specific projects/matters and make recommendations in line with the agreed Terms of Reference and Delegations.

EC007 – 01/06/2021 Executive Committee Related Policies

To review 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 each policy throughout the forthcoming council year.

EC008 – 01/06/2021 Order of Known Business

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

EC009 – 01/06/2021 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 13th July 2021 at 7pm.