



**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  
www.peasedownstjohnparishcouncil.gov.uk

**Minutes of the Full Council Meeting held on Tuesday 14<sup>th</sup> September 2021 at 7.00pm held at Beacon Hall, French Close, Peasedown St John**

**Present:**

**Councillors:**

Barbara Bailey; John Bailey; Mandy Clarke; Richard Clarke; Adi Davis; Jo Davis; Andrew Fraser; Gavin Heathcote; Samantha Heathcote; Simon Kidd; Andrew Larcombe; Ray Love; Conor Ogilvie-Davidson; Jonathan Rich (Chair); Kathy Thomas (Vice-Chair).

**In attendance:**

Tanya West – Parish Clerk

**Public Session**

There was one member of the public present at the start of the meeting. They had no points to raise; just to observe.

A second member of the public arrived at approximately 7.30pm and so had already missed the public session and was therefore not provided with the opportunity to address the Council.

**C094 – 14/09/2021 Attendance Roll Call and Declarations of Interest**

An attendance roll call was undertaken and those present are detailed above. In the interests of transparency, Cllr Gavin Heathcote and Cllr Samantha Heathcote declared an interest in the Community Trust Environment Survey report (minute C104 – 14/09/2021 refers) both of them being a Trustee of the charity.

**C095 – 14/09/2021 Attendance and Apologies for Absence**

Apologies for absence had been received from Cllrs Audrey Gillard-Sprake and Les Sprake due to being away on holiday. These apologies were duly noted.

**Cllr Gavin Heathcote requested that all votes taken at the meeting be recorded.**

**C096 – 14/09/2021 Minutes**

i. The minutes of the Full Council meeting held on 20<sup>th</sup> July 2021 had been circulated in advance of the meeting; it was **resolved** that they be accepted as a true and correct record of that meeting and will be signed by the Chair accordingly.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke			✓
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote			✓
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**DRAFT**

ii. The minutes of the Full Council meeting held on 10<sup>th</sup> August 2021 had been completed but not yet circulated to all councillors. Their approval would therefore be deferred until the next meeting.

**C097 – 14/09/2021 Clerk’s Report**

Councillors received, 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. The following items were raised:

**Order of Known Business Projects**

These are progressing well and are currently on track to be completed within the Council year.

**Responding to the Press**

It was reported that the Clerk had spent a significant amount of time dealing with queries from the press regarding a statement they had received from a Parish Councillor regarding the Recreation Ground improvement project.

**C098 – 14/09/2021 Items for Urgent Report**

Since the last meeting, there had been vandalism of the recently repaired play surface, under the 5-way swing at Beacon Field and damage to the sign and graffiti at the skate park at the Recreation Ground. All had been reported to the Police and logged on Planner.

**C099 – 14/09/2021 Planning Related Matters**

A. Councillors reviewed the plans, alongside any feedback provided by public or members, and determined the Parish Council’s official response regarding the following planning applications:

i. Reference: **21/03687/CLEU**

Address: **64 Carlingcott**, Bath, BA2 8AP

Proposal: Conversion of pool house to independent dwelling.

Applicant: Mr Colin Galpin

Comments raised by councillors included general support for the application and that there are some contradictions in the time frame the Pool House has been used detailed in the declarations made in support of this application and a previous one made in 2014.

Councillors did not raise any concerns and there were no objections from neighbouring properties regarding the application and so it was **resolved** that it be supported.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

ii. Reference: **21/03886/CONSLT**

Address: **Wellow Lane Roundabout**, Peasedown St John By-pass, Peasedown St. John, Bath

Proposal: Proposed telecommunications installation: Proposed 15.0m Phase 8 Monopole C/W wraparound Cabinet at base and associated ancillary works.

Applicant: WHP Telecoms Ltd.

It was noted there were mixed public comments listed on the B&NES Council website in support and in objection of this application.

Comments raised by councillors included that the proposed development will be fantastic for a village like Peasedown to have such great communications links for the digital age. As more people are continuing to work from home it makes Peasedown St John a good place to live. Better digital communications are needed if we are to reduce carbon emissions from vehicles which can only be achieved by removing cars from the roads and hence more working from home which in turn requires these communications links. Contrary to scare stories, evidence from around the world has shown that increasing the speed and availability of digital communications has increased the desirability of an area both for residential and business investment.

Councillors did not raise any concerns regarding the application and so it was **resolved** that it be supported.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love		✓	
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

iii. Reference: **21/03943/TEL**

Address: **Wellow Lane Roundabout**, Peasedown St John By-pass, Peasedown St. John, Bath  
 Proposal: Proposed 15.0m Phase 8 Monopole C/W wrapround Cabinet at base and associated ancillary works.

Applicant: CK Hutchison Networks (UK) Ltd.

It was **resolved** the application be supported in line with the comments raised under application Ref. 21/03886/CONSLT.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love		✓	
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

B. Councillors received, for information, a report on the following (appendix C099i refers):

- 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. An update on the application discussed at the August Full Council meeting ref. 21/03642/OUT, 33 Carlingcott Lane, Carlingcott, Bath, BA2 8AW as provided. Several residents had contacted the Clerk regarding their objections to this application following the decision by the Parish Council to support the application. It was generally felt that as these objections had not been raised prior to the meeting and all residents had been provided with the opportunity to attend the meeting or submit their comments prior to the meeting, the Parish Council’s decision would not be amended. Also, that the ultimate decision lies with B&NES Council, they will take into consideration any objections raised directly to them.
- iv. Progress on the Greenlands Road development of 89 dwellings.

C. **Local Planning Policy Consultation**

Councillors received notification that B&NES Council has progressed the Local Plan Partial Update to Regulation 19 (publication). The publication details the proposed changes to parts of the Core Strategy and Placemaking Plan. It also includes three Supplementary Planning documents. The updates are to address changes in circumstances and national policy and legislation since our Core Strategy was adopted in 2014 and B&NES Council’s declaration of a Climate Emergency and Ecological Emergency.

Cllr Kathy Thomas informed she had attended B&NES Council’s online webinar on this topic, as had the Clerk. The webinar had been recorded and can be watched by councillors in their own time. The

information provided was useful, but it was noted that, at present, the plans will not make a significant difference to Peasedown St John. Cllr Thomas added that councillors owe it to residents to be aware of what progress and developments are being made under the Core Strategy. It was considered whether to submit a formal response from the Parish Council to this consultation [the deadline submission date being 8th October 2021]. Councillors to inform the Clerk, by the end of September, of any comments they wish to be submitted.

**D. Somer Valley Enterprise Zone Consultation**

Councillors received an update on the emerging plans for a Local Development Order on land at the Somer Valley Enterprise Zone located at the Old Mills site in Paulton. It was discussed whether to submit a formal response from the Parish Council to this consultation. Any response to be a balanced view of all comments otherwise councillors should submit their comments on a personal and individual basis. Councillors to send any comments they have to the Clerk prior to the next meeting so a draft response can be written for consideration and determination at the October 2021 Full Council meeting.

**C100 – 14/09/2021 Financial Matters & Schedule of Payments**

i. Councillors reviewed the schedule of payments raised since the Full Council meeting on 10<sup>th</sup> August 2021 in relation to the accounts for year ending 31<sup>st</sup> March 2022 (appendix C100i refers). A query was raised about payments for casual labour and the resultant implications on the Council with National Insurance etc. The matter to be investigated and the outcomes considered at the Personnel Committee meeting due to be held on 21<sup>st</sup> September 2021.

It was **resolved** to ratify all the payments on this schedule.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey			✓
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote			✓
Sam Heathcote			✓
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

ii. Councillors reviewed the summary of General and Ear Marked Reserves and Committed Expenditure. It was **resolved** to ratify all the report as a true reflection of the Council’s finances.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote			✓
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**C101 – 14/09/2021 Insurance Policy and Schedule**

Councillors received an update on the insurance policy and schedule for Peasedown St John Parish Council & Peasedown St John Recreation & Children’s Playground Charities.

**DRAFT**

It was **resolved** to accept the insurance policy and schedule renewal with Hiscox for the period 1st October 2021 to 30th September 2022 [the third year of a 3-year term agreement] for the sum of £4,167.52 annual premium, plus a £50.00 administration fee.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**C102 – 14/09/2021 Order of Known Business**

Councillors reviewed progress and the expenditure in relation to the Order of Known Business for the 2020-21 council year.

A query was raised regarding the Equality Act compliant gates and their use with mobility scooters etc. It was responded that the gates can be fully opened by unlocking the Radar padlock and that the Radar keys are available from the Parish Council. It was suggested this point be made in the next newsletter.

**C103 – 14/09/2021 Advisory Panel Updates**

A. Councillors received reports and considered recommendations from the following Advisory Panels which have met since the last Full Council meeting:

- i. **Beacon Hall Coronavirus Secure Advisory Panel** – Meeting held on Monday 6<sup>th</sup> September 2021 at 7.30pm. No recommendations report only. The number of people to be accommodated in Beacon Hall was discussed; there are not any legal restrictions (except by the premises licence), but the Parish Council does need to consider if numbers should be reduced for Parish Council events held at the hall, particularly during winter/colder months.

The hall will be monitored by the Advisory Panel who continue to meet on a monthly basis.

- ii. **Burial Committee Advisory Panel** – Meeting held on Tuesday 17<sup>th</sup> August 2021 at 7.00pm. **Recommendations** included in the pre-reading were a list of action in relation to works due at the cemetery and associated priorities. It was **resolved** these be accepted.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

- iii. **Clerk Liaison Panel** – Meeting held on Wednesday 8<sup>th</sup> September 2021 at 5.30pm. It was the first face to face Clerk Liaison meeting held in nearly two years. An update from the meeting will be presented under the confidential session (minute C111 – 14/09/2021 refers).

- iv. **Executive Committee Advisory Panel** – Meeting held on Tuesday 7<sup>th</sup> September 2021 at 8.00pm. It was reported that good progress had been made on the priorities set at the last meeting. The following were recommended as priorities for the forthcoming month:

1. Install the Bench at the Mercedes Roundabout by using outside contractors.
2. Graffiti at the Stake Park needs to be removed.

3. Allotments boundary fencing. Obtaining updated quotations for these works had been difficult due to the current national issues with supply of materials and labour. An increase in the budget would likely be required – maybe from the Irregular Operational Expenditure budget. It was **resolved** to wait for the revised quotations to be received and to delegate the decision to the Finance & Amenities Committee.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote			✓
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

4. Update the Councils website to include any missing agendas, minutes, and additional documents, to edit the homepage to remove details on Annual Parish Meeting etc.

5. Persimmon Land Transfer. Liaising with solicitor, Cllr Larcombe and Persimmon. Update the spreadsheet detailing the land in a shared area so Councillors can see progress.

6. Continue work on the Recreation Field Improvements project updating councillors on progress.

7. Continue work on the Philosophers/Quiet Area. Complete the tender document for the review at the Full Council meeting in October.

8. Continue work on the 'Dug-Outs' Flooring & the other actions from the Football Advisory Panel meeting and obtain the necessary quotes ready for F&A Advisory Panel meeting on 28<sup>th</sup> September and inform Football Clubs on progress.

9. Continue with the work already started on the Ashgrove Cemetery Cremated Remains Plots and update Council of progress.

It was **resolved** to accept the recommendations on the priorities.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey			✓
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote			✓
Sam Heathcote			✓
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

- v. **Persimmon Land Transfer Advisory Panel** – Tuesday 7<sup>th</sup> September 2021 at 7.00pm. No recommendations report only. Further investigation is required as Persimmon need to define precisely what it is they are wanting to hand over and the indemnity cover is dependent on the number of titles ultimately requiring to be transferred (including any titles that require splitting). The Clerk is continuing to liaise with Persimmon and updating the Advisory Panel accordingly.

- vi. **Parish Map & Signage Advisory Panel** – Thursday 12<sup>th</sup> August 2021 at 7.00pm. **Recommendations** included in the pre-reading in are as follows:
  - a. Proceed with the development of interpretation boards.
  - b. That a separate web site is set up for Peasedown Heritage Site (this suggestion was queried so will be discussed further by the Advisory Panel at a later date).
  - c. Look into photographs and artists impressions.

- d. Recommend 7 boards to be located as shown on the map (approximately).
- e. Check on notice boards on a pedestal/table.
- f. Complete the paths on the google map and PDF map.

It was noted that agreement from Full Council was required to proceed on this basis in order to obtain quotations etc. The funding for this project is already held under committed expenditure. It was **resolved** to proceed with designing up to seven interpretation boards around the parish and to bring them back to Full Council with some costings once designs are established.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**vii. Recreation Ground Improvements Advisory Panel** – Meeting held on Thursday 2<sup>nd</sup> September 2021 at 1.00pm. **Recommendations** in the pre-reading included the following:

The works are expected to commence in October.

The Scouts are working to get their containers emptied and removed by the end of September. A query was raised regarding the badger sett. It was responded the ecology survey listed it as a satellite sett and no activity had been seen for a considerable time. The matter to be checked prior to their removal.

It was **resolved** for the Parish Council to permit the Scouts to store their barrels on parish council land at the cemetery (at their own risk) until their new storage facility is available.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

It was **resolved** to provide approval for Cllrs Jonathan Rich and Kathy Thomas as councillor contacts for any issues that arise as part of the Recreation Ground improvements project. In normal circumstances all queries will go through the Parish Office in the first instance, so this approval is for any queries that arise when the Parish Office staff are not available.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote			✓
Sam Heathcote			✓
Simon Kidd	✓		

Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

A letter drop will be undertaken to the surrounding homeowners advising them of the works prior to commencement.

The football club will be advised they cannot park on the Recreation Ground during the period of the works.

- B. The scheduled forthcoming meetings for the following Advisory Panels were noted:
- i. **Beacon Hall Coronavirus Secure Advisory Panel** – Monday 4<sup>th</sup> October 2021 at 7.30pm.
  - ii. **Braysdown Allotments Advisory Panel** – Friday 17<sup>th</sup> September 2021 at 5.30pm.
  - iii. **Clerk Liaison Panel** – Wednesday 6<sup>th</sup> October 2021 at 5.30pm.
  - iv. **Executive Committee Advisory Panel** – Tuesday 5<sup>th</sup> October 2021 at 8.00pm.
  - v. **Persimmon Land Transfer Advisory Panel** – Tuesday 5<sup>th</sup> October 2021 at 7.00pm.

**C104 – 14/09/2021 Correspondence, Complaints & Issues**

Councillors had the opportunity to review any new queries, issues and complaints raised since the last meeting as they had been logged on the relevant online Planner Board. Items of significance brought to the Council’s attention included:

- **Peasedown Community Trust Environment Survey 2021** report and the proposed draft response from the Parish Council. Charging points for electric vehicles at Beacon Hall was discussed and it was generally felt that it was not necessarily a priority at the present time.

It was **resolved** to send the draft response to this report, as circulated in the pre-reading.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote			✓
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

- The **vandalism of the repairs to the play area surface on Beacon Field** was discussed. It was reported that the original repair was not of a high standard which is likely why it has been vandalised again. The selected contractor was significantly cheaper than other quotations obtained. Revised quotations are now being obtained as there are now further holes that require repair. The Clerk will follow up with the insurance brokers regarding a claim for these repairs. It was noted that replacement of the entire surface is likely to be required as a future project in the next few years. It was **resolved** to undertake the repair to the play surface at Beacon Field up to a total of £1,000 net of VAT to be funded from Beacon Field operational budgets and topped up, if required, from the Infrequent Operational Expenditure budget. The final details of the repair and contractor to undertake the works to be delegated to the Clerk, in consultation with the Chair of Full Council and the Chair of Finance & Amenities Committee.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		



Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**C105 – 14/09/2021 Outside Bodies**

Councillors received an update on meetings attended since the last Full Council meeting, as follows:

**i. Avon Local Councils Association (B&NES ALCA Area Group & County Meetings)**

Representatives: Clerk and Cllrs Conor Ogilvie-Davidson; Kathy Thomas

Last meeting (B&NES Area Group) – Not met since last Full Council meeting.

Next meeting (B&NES Area Group) – Wednesday 1<sup>st</sup> December 2021 at 6.30pm.

The ALCA Annual General Meeting (AGM) will be held remotely on Saturday 9<sup>th</sup> October 2021 at 10.30am via Zoom. The ALCA subscription for the 2022/23 financial year will be presented at the AGM and a vote will be taken. The ALCA element of the subscription will increase by 5% on the previous year, although the increase of the NALC element of the subscription has not yet been determined. The general feeling was that ALCA provides the Parish Council with good value for money and if councillors are nominated to attend this AGM, they should be provided with the ability to apply their best judgement to such votes. It was **resolved** that Cllr Ogilvie-Davidson and Cllr Kathy Thomas are allocated the voting rights for this AGM.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote*			
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

\*Cllr Sam Heathcote was absent from the room when this vote took place.

**ii. Somer Valley Forum – Representatives: Cllrs Mandy Clarke; Richard Clarke; Ray Love; Jonathan Rich; Kathy Thomas (first two councillors in attendance at the meeting to receive the voting rights).**

Last meeting – Tuesday 7<sup>th</sup> September 2021 at 6pm via Zoom. A copy of an email with relevant links to topics covered at this meeting had been circulated as pre-reading.

Next meeting – Thursday 7<sup>th</sup> October 2021 at 6pm via Zoom.

**iii. Community Centre Network – Representatives: Cllr Kathy Thomas**

Last meeting – Monday 13<sup>th</sup> September at 3.00pm via Zoom. Attended by the Clerk. No minutes of the meeting will be produced; discussions were held around the issues faced by the halls mainly in relation to the impact of Coronavirus.

Next meeting – To be determined.

**C106 – 14/09/2021 Ashgrove Cemetery**

A report on interment and memorial applications since the last Full Council meeting as follows:

**Interments**

25/08/2021 – Raymond William Stone – Full Burial – Section E.

**C107 – 14/09/2021 Remembrance Event 2021**

In order to progress the organisation of the secular Remembrance Day event, due to be held on Sunday 14<sup>th</sup> November 2021, it was **resolved** to establish a Remembrance Event Advisory Panel in accordance with the draft Terms of Reference that had been circulated as pre-reading [see appendix C107i for details].

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		

Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

It was further **resolved** that the membership of this Advisory Panel will be Cllrs Mandy Clarke; Richard Clarke; Adi Davis; Conor Ogilvie-Davidson; Jonathan Rich; Kathy Thomas [appointed as Chair]. Parish Clerk, Tanya West will be the designated staff support.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

The date of the first meeting of this Advisory Panel will be arranged between the appointed members.

An invitation to attend the planning meeting of the annual village church Remembrance service, to be held on Monday 27<sup>th</sup> September 2021 had been received. It was **resolved** for the Chair and Vice-Chair to attend this meeting and for them to also undertake the proposed reading and laying of the wreath at the actual event, all on behalf of the Parish Council.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**C108 – 14/09/2021 Senior Residents Christmas Tea Party 2021**

The annual Christmas Tea Party for the senior residents of the parish is scheduled to be held on Sunday 5<sup>th</sup> December 2021. Due to the restrictions in place during the Coronavirus pandemic, no party was held in 2020. Instead, festive hampers were purchased and distributed by councillors to those residents who usually attended the party.

It was discussed whether to proceed with a party at Beacon Hall in 2021, and the general feeling was that it was unwise to hold a party when it is likely Coronavirus cases will be at their highest and ventilation will be limited, due to the weather.

**DRAFT**

It was therefore **resolved** to proceed with hampers [instead of a party], to be funded from the allocated Christmas Tea Party budget, and to investigate into the possibility of producing a calendar, to be issued with the hampers, to be funded from the printing budget, the details and organisation to be delegated to the Clerk in conjunction with the members of the Finance & Amenities Advisory Panel.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

It was suggested that an annual event for the elderly residents of the village should be held in the summer months instead, as this may be a recurring issue for some years yet.

**C109 – 14/09/2021                      Coronavirus Update**

Councillors received updates and made decisions based on advice from the Government, Public Health and NALC guidelines regarding Coronavirus in relation to Parish Council facilities and services. There were no changes to the Parish Council procedures since the last meeting that had not already been addressed under minute C103 – 14/09/2021.

**C110 – 14/09/2021                      Resolution Relating to Confidential Nature**

In accordance with Standing Order 3c and in view of the confidential nature of the business to be transacted, it was **resolved** that the press and public be temporarily excluded from the meeting.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		
Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**9.02pm – The members of the public and the Clerk left the meeting.**

**C111 – 14/09/2021                      Update - Staffing Matters**

Councillors held a private discussion.

**C112 – 14/09/2021                      Resolution to Revert to Public Session**

It was **resolved** to put the meeting back into public session.

A recorded vote was taken as follows:

Councillor	For	Against	Abstain
Barbara Bailey	✓		
John Bailey	✓		
Mandy Clarke	✓		
Richard Clarke	✓		
Adi Davis	✓		
Jo Davis	✓		
Andrew Fraser	✓		
Gavin Heathcote	✓		
Sam Heathcote	✓		
Simon Kidd	✓		
Andrew Larcombe	✓		
Ray Love	✓		

**DRAFT**

Conor Ogilvie-Davidson	✓		
Jonathan Rich	✓		
Kathy Thomas	✓		

**9.24pm – The Clerk returned to the meeting.**

**C113 – 14/09/2021 Future Agenda Items & Cllr Questions**

Councillors raised the following queries or requests for future agenda items:

- A request for 'Somerset Valley Rediscovered' to be included on the agenda for the next meeting.

**C114 – 14/09/2021 Date and Time of Next Meeting**

The next meeting of the Full Council is scheduled to be held on Tuesday 19<sup>th</sup> October 2021 at 7pm at Beacon Hall.

The meeting closed at 9.25pm.

Signed..... Date.....