



PEASEDOWN ST JOHN PARISH COUNCIL

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MINUTES of the Full Council meeting Peasedown St John Parish Council at Beacon Hall on Tuesday 18th June 2025 at 7.00pm

Present:

Fiona Carr; Jo Davis; Audrey Gillard-Sprake; Simon Kidd; John Ogilvie-Davidson; Jonathan Rich (Chair); Les Sprake; Kathy Thomas.

In attendance: Sam Nash.

Apologies: Councillors (Cllrs) Larcombe, C. Ogilvie-Davidson (Vice-Chair), M. Clarke, R. Clarke and Heathcote

Absent without Apologies: Councillors (Cllrs) Walker.

Sam Nash
Parish Clerk

Public Session – No members of the public were present.

The Meeting started at 19:05

Meeting of the Full Council

Please be aware that this Parish Council meeting may be recorded, in accordance with the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made [particularly in order to satisfy the protection of children, the vulnerable and other members of the public who actively object to being filmed].

C023 - 24/06/2025 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 interest 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.

Members above present no declarations Cllr Davis arrived 7:08pm

C024 - 24/06/2025 Attendance and Apologies for Absence

To note the update on councillor meeting attendance throughout the 2025-26 Council year.

Noted: Cllrs. Larcombe, C. Ogilvie-Davidson, Clarke, Clarke and Heathcote sent absence apologies ahead of the meeting

C025 – 24/06/2025 Minutes

- i. To **resolve** to approve the minutes of the **Full Council** meeting, held on 20th May 2025.
- ii. To sign the above listed minutes.
Resolved unanimously to agree minutes of the full council meeting held on 20th May 2025 All agreed

C026 - 24/06/2025 Items for Urgent Report

Items which have been brought to the attention of the Chair, prior to the meeting, and that, in their opinion, should be reported as a matter of urgency.
None reported

C027 - 24/06/25 Ratification of new postholders – Proper Officer / Clerk to the Parish Council

Resolved to agree ratification of the Proper Officer / Clerk to the Parish Council – Dr Sam Nash

C028 - 24/06/2025 Council Committee Updates

To receive updates and make associated decisions on any recommendations raised at the following meetings, which have met since the last Full Council meeting. To also provide opportunities for councillors to raise questions and comments to the Chairs of the Standing Committees:

Amenities & Facilities

- Update on BANES bin emptying – BANES refused due to current staffing issues
- Roundabout at rec - outstanding
- Play surface repair at Beacon Field – proposed council reviews next year
- Approve spend on list of tools submitted by GAMM – been approved by finance and governance
- Agreement to pay contractor to water plants whilst grounds staff are not at full complement – agreed at Clerks discretion to water plants up to agreed cost in budget for a third party to water when needed. Carried unanimously
- Committee membership – Cllr offered to sit on A&F and A&F Chair is happy to accept. Unanimously carried

Council to scale down on efforts for BBQ by expecting allotment holders to bring own chairs to BBQ and not providing gazebos – Agree with allotment holders at next allotment meeting
Finance & Governance Committee – Meeting held on Tuesday 17th June 2025.

- Community Grant.
 - Bank Mandates Clerk.
 - AGAR return status update.
 - Agree RFO extra hours (up to 15 hours).
 - Risk register update following installation of solar panels.
- CIL monies £6800 – available for projects

Planning Committee – Meeting held on Tuesday 10th June 2025.

- To receive an **update** regarding planning decisions.

Noted: Radstock preservation boundary change meeting 25th June

Update on electric charging points

Planning enforcement on structure that was erected without planning notice on site of old community farm

Action: write to BANES planning enforcement to request status of enforcement notice – update council

Staffing Committee – Meeting held on Tuesday 3rd June 2025.

- To receive an **update** regarding staff retention and recruitment. Also, of appraisals and training.

- Review Spending line for advertising RFO post again Costs are: SLCC 286 plus VAT and NALC 100 plus VAT FaceBook Cost: TBC £4 per day, INDEED: TBC £11per day – Current Advertising budget.

Update: FC updated on staffing issues that have been resolved.

To note the forthcoming Standing Committee meetings:

- **Amenities & Facilities Committee** – Meeting scheduled to be held on 22nd July 2025.
- **Finance & Governance Committee** – Meeting scheduled to be held on 19th August 2025.
- **Planning Committee** – Meeting scheduled to be held on 8th July 2025.
- **Staffing Committee** – Meeting scheduled to be held on 2nd September 2025.

C029 - 24/06/2025 Financial Matters & Schedule of Payments

In accordance with the Financial Regulations:

- 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 2026.
- To review the report on General and Ear Marked Reserves and Committed Expenditure.
- Financial reports

RESOLVE: approval of payments and ratify those made agreed

Note general and ear-marked reserve reports

Noted Financial reports - canteen drainage work and readvertisement led to small overspends that have been agreed

C030 - 24/06/2025 Order of Known Business

To note the report on progress and the expenditure in relation to the Order of Known Business for the 2025-26 council year and acknowledge what has been carried forward to the 2025-26 council year.

No questions raised

C031 - 24/06/2025 Projects

To receive a progress update on the projects (potential and agreed). To include:

- **Wildlife Pond at Ecewiche Green** – update on contractor start date and planning progress. Re-quote April 2025 still within budget
Leaflet drop volunteers? No decision made
- **War Memorial** – planning application progress

Noted a bio-neutral report needs to be sought. Group are seeking a NL grant

- **Roundabout Signs**

Approval Somer Valley farms
fertility clinic not yet decided

C032 - 24/06/2025 Advisory Panel Updates

- To receive the schedule of appointed Advisory Panels and to resolve to disband or reaffirm any appointed by Full Council or previous Standing Committees. To include consideration of any new members to be appointed to the Advisory Panels.

Defer to next meeting

- To note the summary report of Advisory Panel meetings held in the last Council year along with attendance numbers.

- To note the reports from the following Advisory Panels - any recommendations or motions raised requiring resolution are specified below:

- Civic Events Advisory Panel** – No meeting held but to receive an update on the Beacon lighting for VE day 80 event held on Thursday 8th May 2025.
- Football Club Liaison Advisory Panel** – Tuesday 10/06/2025 to receive an update and make associated decisions regarding works at the football pitch.

Changes made to tighten the user agreement

Contractors sought to complete maintenance work in changing

- Parish Map and Signage Advisory Panel** – No meeting held but to receive an update on progress of the project and associated planning application.

Awaiting planning approval

Meeting on 21st July will report back to FC – anyone wishing to attend

Challenge: why is it taking so long – Oct boards reviewed, and information given to graphic design team

iv. **Heritage Information Boards – submit planning application**

Check planning application has been submitted – update August FC

v. **Land Transfer Advisory Panel** – No meeting held but to agree the name of the new advisory panel and receive an update on progress to work on transferring of land from Taylor Wimpey.

Ashgrove area contentious

Add to next FC meeting name change

C033 – 24/06/2025 Redesignation of Radstock Conservation Area inc. new character appraisal invitation to attend Teams meeting with BANES Conservation Officer on the 25th of June (time to be confirmed)

C034 – 24/06/2025 Discussion Hiring the Public Space Terms and Conditions

Community group response was read to the full council

Requested clerk find letting policy and councillors review prior to other hirers hiring this space to ensure hire meets terms and conditions Council requires

Bring back to FC – Clerk / office to prepare report

C035 - 24/06/2025 Correspondence, Complaints & Issues To review items of significant correspondence, complaints and issues.

- Japanese knotweed encroaching on parish land
- Tree health and clearance of scrub behind 35-50 Underleaf Way – issue regarding land ownership and responsibility for maintenance
- Party in the Park – compulsory donations

Cllr played two video evidence of security staff speaking to people questioning donation who have since made complaints to parish council

ACTION: Clerk to create statement that shows Parish Council is not affiliated with Party in the Park and were not involved with decisions made by them. Parish Council is reviewing their policies in light of complaints received

To be placed on FB and response to formal complaint

C036 - 24/06/2025 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.

Risk register to update

General power of competence to be covered by staffing committee next year

Christmas lighting – dealt with Civic Events Advisory Panel – needs to be reviewed Office to find when contract is due – must be reviewed by September Clerk / Office to find information and add to next FC

C037 - 24/06/2025 Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 26th August 2024 at 7pm at the Beacon Hall.

Meeting closed 8:41pm