



PEASEDOWN ST JOHN PARISH COUNCIL

The Beacon Hall, French Close, Peasedown St John, Bath BA2 8SN
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**Minutes of the Full Council Meeting held on Tuesday 16th February 2021 at 7.00pm
Held Remotely via MS Teams**

Present:

Councillors:

Adi Davis; Jo Davis; Andrew Fraser; Audrey Gillard-Sprake; Gavin Heathcote; Samantha Heathcote; Simon Kidd; Andrew Larcombe; Conor Ogilvie-Davidson; Jonathan Rich (Vice-Chair); Les Sprake; Kathy Thomas (Chair).

In attendance:

Tanya West – Parish Clerk

Important Note:

Due to Coronavirus Covid-19 pandemic and the measures the Government has implemented in response to this, the requirement for Parish Councils to hold public meetings in person with all members present in one place cannot be met.

As a consequence, the Coronavirus Act 2020 provided the powers to the Secretary of State to make the following regulation:

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

This Regulation came into force on 4 April 2020 and enables local councils to hold remote meetings (including by video and telephone conferencing) until 7th May 2021 (or sooner if the Government rules are relaxed).

During this period, Peasedown St John Parish Council meetings will be conducted remotely via an online platform (in this instance via MS Teams).

Public Session

There were no members of the public present at the meeting.

C539 – 16/02/2021

Attendance Roll Call and Declarations of Interest

The attendance roll call was undertaken (those present are detailed above). No further interests to those already disclosed to the Monitoring Officer were declared. Although, in the interests of transparency Cllr Andrew Fraser advised that his spouse is the Chair of the Management Committee of The Hive [Youth Hub] which relates to items C549 – 16/02/2021 [request for funding] and C551 – 16/02/2021 [Post Office]. Neither of which were pecuniary.

C540 – 16/02/2021

Apologies for Absence

Apologies for absence had been received from Cllr Barbara Bailey with no reasons provided and from Cllrs Mandy Clarke, Richard Clarke and Ray Love due to illness. These apologies were duly noted. Cllr John Bailey was absent with no apologies received.

C541 – 16/02/2021

Minutes

i. The minutes of the **Full Council** meeting held on 19th January 2021 had been circulated in advance of the meeting. It was **resolved** they be accepted as a true and correct record of the meeting. The Chair signed them accordingly.

ii. The minutes of the **Burial Committee** meeting held on 23rd June 2020 had been circulated in advance of the meeting. It was **resolved** they be accepted as a true and correct record of the meeting. The Clerk to provide a printed copy of these minutes to the Chair for signing.

C542 – 16/02/2021 Clerk’s Report

The Clerk provided a verbal update on the actions outstanding from the last meeting and raised the following items of note for councillors information:

- The defibrillator at the Co-op on Bath Road is currently out of action. The Administration Officer has been working with the various organisations involved to try and resolve the problem. The fault is related to the external cabinet and a new replacement is required. The warranty of the existing cabinet has expired. A new cabinet will come with a 10-year warranty. Electrician Tony Denning has confirmed that he would install a new cabinet and fix the faulty light free of charge as a gesture of goodwill. It was **resolved** to purchase a replacement cabinet for the defibrillator located outside of the co-op along with a replacement battery for the defibrillator, if required, and to authorise the Clerk to action this under the emergency expenditure powers. This item was not included as a designated agenda item and so was unable to be signed off by any other way at this meeting, otherwise it would have to be deferred to the March meeting, which would mean the defibrillator will continue to be out of action for a further month. The Clerk was requested to advise councillors once the new cabinet is installed and to publish a press release thanking Tony Denning.
- Cllr Kidd was thanked for providing training to the Office Staff on Planner and To Do.

C543 – 16/02/2021 Items for Urgent Report

There were no items for urgent report.

C544 – 16/02/2021 Planning Related Matters

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

- i. Ref. **21/00198/FUL** - The Old Police House, Eckweek Road, Peasedown St. John, Bath, BA2 8EQ - Erection of new porch entrance extension to front elevation and replacement of existing high hedge with new low stone wall – Kimberley Betts.

Photographs of the site, particularly the hedge, were viewed at the meeting. It was generally felt that the removal of the hedge would improve visibility for accessing/exiting the site, thus making it safer for both drivers and pedestrians, especially as there is not any pavement/footpath directly outside of the property. Also, the hedge is leylandii which is not a native species and considered, by most, of lower wildlife value, although some comments were raised about the detrimental impact of the removal of any hedgerow regardless of species. The proposed design of the porch did not raise any concerns. It was therefore **resolved** to support the application.

A recorded vote was taken as follows:

| Councillor | For | Against | Abstain |
|------------------------|-----|---------|---------|
| Adi Davis | ✓ | | |
| Jo Davis | ✓ | | |
| Andrew Fraser | ✓ | | |
| Audrey Gillard-Sprake | ✓ | | |
| Gavin Heathcote | | ✓ | |
| Sam Heathcote | ✓ | | |
| Simon Kidd | ✓ | | |
| Andrew Larcombe | ✓ | | |
| Conor Ogilvie-Davidson | ✓ | | |
| Jonathan Rich | ✓ | | |
| Les Sprake | ✓ | | |
| Kathy Thomas | ✓ | | |

- ii. Ref. **21/00200/FUL** - 7 Carlingcott, Bath, BA2 8AR - Erection of outbuilding following removal garden shed – Mr & Mrs Kelly.
It was noted that on the B&NES Council website two objections had been registered under this application. Councillors did not feel adequately updated with the site or the application to be able to make an informed comment and so it was **resolved** not to make any comment in relation to this planning application.

- iii. Ref. **21/00264/FUL** - 73 Faulkland View, Peasedown St. John, Bath, BA2 8TP - Erection of a dog grooming studio 8 x 10 ft (Retrospective) – Ms Sarah Fox.

It was noted that on the B&NES Council website one objection had been registered under this application. Running a business from a residential property was raised as a query but the regulations in relation to this were not known.

It was **resolved** not to make any comment in relation to this planning application.

- iv. Ref. **21/00534/FUL** – 9 Bloomfield Terrace, Peasedown St. John, Bath, BA2 8DU – Erection of a two storey extension and a garage following the demolition of the existing – Dave Lowe. Photographs of the site were viewed at the meeting and it was noted that the proposed development was very similar to extensions on other properties in this terrace and as no concerns were raised it was **resolved** to support the application.

B. Councillors received, for information, a report on the following (appendix C544i 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.
- iv. Progress on the Greenlands Road development of 89 dwellings.

It was reported that as there had not been any updates from B&NES Council regarding the planning application for the Scout's storage garage on the Recreation Ground it is being followed up by the Clerk and will be included on this report each month, going forward.

C. Following discussions at the last meeting, it was reported the Parish Council had not received any feedback from residents regarding B&NES Council's published Options document on the partial update to the Local Plan. It was therefore **resolved** that the Parish Council does not submit a formal response to B&NES Council's consultation on the partial update to the Local Plan. It was however noted that councillors and residents can still continue to make their own submissions/comments in a personal capacity.

D. Councillors received an update on the Bath Transport Delivery Action Plan as provided by B&NES Council and to considered whether to submit any formal response from the Parish Council.

The main points raised in the discussion were as follows:

- The main focus of the Plan appeared to be how to stop vehicles going into the city to reduce pollution.
- It was thought that not enough consideration was given to the impact on those living in rural areas, where a car is often a necessity. The plans were very Bath-focussed and perhaps too draconian for those living outside the city centre.
- Higher costs for delivery drivers could increase the price of goods.
- Improvements to cycling and walking routes, if done effectively, will cost a significant amount of money.
- Shoppers may decide to go elsewhere, which will have a knock-on effect reducing jobs in the area and impacting other supporting businesses.
- BANES council relies on tourism for a significant part of their income and these plans may reduce the number of tourists coming to the area which will result in local taxpayers having to pay more. It will be a balancing act between cleaner air and higher council tax bills.
- The plans do not cater for those with disabilities/the elderly.
- Using public transport may have been acceptable before COVID, but some may now be reluctant to use buses due to the risk of infection.
- For a quick shopping trip, the bus is also a very expensive option compared with a car.
- The problem will be reduced in the longer term anyway, as people move to electric cars and older cars are gradually replaced.
- Any response could include a request for electric charging points. It was noted that a recent survey by Peasedown Environmental Group had shown that because many properties in Peasedown St John rely on on-street parking they would not have a suitable place to charge an electric vehicle.
- Charging points might be needed for those visiting family/friends in the area who may need to charge their car before returning home. Some local businesses might be willing to give up a section of their car park for vehicle charging.

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- An alternative view was that car charging was not a main priority because advances in technology were likely to make it unnecessary in years to come, when cars were likely to be self-charging.

It was **resolved** that the Clerk and Chair should collate the comments provided at the meeting into a formal response from the Parish Council to this consultation.

7.57pm – Cllrs Audrey Gillard Sprake & Les Sprake left the meeting during the above item.

C545 – 16/02/2021 Financial Matters

- Councillors reviewed the schedule of payments raised since the Full Council meeting on 19th January 2021 in relation to the accounts for year ending 31st March 2021 (appendix C545i refers). It was also **resolved** to ratify all the payments on this schedule.
- A report on General and Ear Marked Reserves and Committed Expenditure had been circulated as pre-reading. No transfer of funds was required this month and no queries were raised.
- Pre-reading provided a report on regular subscription payments for various professional supporting bodies. It was **resolved** to approve the 2021-22 annual membership subscription for the Clerk to the Society of Local Council Clerks at a cost of £234.00.

C546 – 16/02/2021 Larger Operational Projects

Pre-reading provided an update report on the larger operational projects. The Finance & Amenities Committee had recommended to proceed with works to the fences at Braysdown Allotments and Ecewiche Green. However, at this meeting, it was suggested to investigate extending the allotments site. The landowner has been contacted but no response had yet been received. It was **resolved** that the fencing at Braysdown Allotment is replaced with stock fencing at a cost of up to £2,500+VAT to be taken from General Reserve, subject to investigation on whether the allotments footprint can be enlarged [following contact with the landowner]. Also, that either the Caretaker or a contractor is appointed to undertake the repairs to the fence at Ecewiche Green.

C547 – 16/02/2021 Order of Known Business

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

Councillors considered how to progress the new projects agreed as the Order of Known Business for the 2021/22 financial year [minute C526 – 19/01/2021 refers].

It was **resolved** to establish a Recreation Ground Improvements Advisory Panel in accordance with the draft Terms of Reference that had been circulated as pre-reading.

The membership to consist of Cllrs Adi Davis; Jo Davis; Andy Larcombe; Conor Ogilvie-Davidson; Jonathan Rich; Kathy Thomas [appointed as Chair]. Administration Officer, Debbie Parish, as the designated staff support.

It was **resolved** to establish a Beacon Philosophers Area Advisory Panel in accordance with the draft Terms of Reference that had been circulated as pre-reading, with the following amendment to one of the specific aims:

- Determine a precise location *whilst considering any future building development at Beacon Hall*. The membership to consist of Cllrs Jo Davis; Andy Larcombe; Conor Ogilvie-Davidson [appointed as Chair]; Jonathan Rich; Kathy Thomas. Administration Officer, Debbie Parish, as the designated staff support.

It was **resolved** for the Digital Transformation Strategy Advisory Panel to progress the audio-visual equipment project, in accordance with the amended Terms of Reference that had been circulated as pre-reading, with the following amendment to one of the specific aims:

- To investigate options and make recommendations to Full Council with regard to Beacon Hall/Parish Office ICT equipment and infrastructure *to include AV equipment with a view to streaming meetings and events*.

The membership to remain as all parish councillors and Cllr Kidd as the Chair and Parish Clerk, Tanya West, as the designated staff support.

It was **resolved** for the Streetlighting Maintenance Review Advisory Panel to progress the project for additional streetlights at Hillcrest and Eckweek Gardens, in accordance with the amended Terms of

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Reference that had been circulated as pre-reading. The Advisory Panel name, general purpose, specific aims had all been amended to encapsulate better the required role of this Advisory Panel [see appendix C547i for details].

The membership to remain as Cllrs Andy Larcombe; Conor Ogilvie-Davidson; Jonathan Rich; Kathy Thomas [Chair] and Parish Clerk, Tanya West, as the designated staff support.

With the addition of 'Public – Parish residents who have expressed an interest in this Advisory Panel will be invited to attend meetings depending on the topics being discussed.'

C548 – 16/02/2021 Precept Demand Leaflet

Councillors considered the changes to the draft precept leaflet following the review undertaken at the Finance & Amenities Committee Advisory Panel meeting, where the following **motion** was raised:

To resolve to approve the precept leaflet with the changes identified at the Finance & Amenities Committee Advisory Panel meeting.

Proposed by: Cllr Andy Larcombe

Seconded by: Cllr Andrew Fraser.

It was **resolved** to accept this motion.

C549 – 16/02/2021 Youth Hub & Youth Work Provision

Pre-reading provided a report from Peasedown Youth Partnership [PYP] on the progress undertaken in the last year to provide youth work provision for the parish. This has included the appointment of a Youth Worker who will:

- Prepare and lead a number of different Youth Activities in the week.
- Be an accessible presence in the village e.g., being at the Skate Park regularly.
- Mentor young people.
- Facilitate activities run by others, e.g., cooking classes, art workshops, music workshops.

PYP requested the Parish Council make a grant of £5,000 for 2020-21 that would ensure that the youth provision project was fully funded for Year 2 thus enabling PYP to concentrate on fund-raising towards Years 4 and 5.

This was discussed and it was **resolved** to award £5,000 to Peasedown Youth Partnership for Youth Work Provision in the parish for 2020/21 financial year.

The Clerk was asked to advise PYP that although budget has been allocated to Youth Work Provision for the 2020-21 financial, moving forward, funds have not been specifically allocated for this for the 2021-22 financial year and that any subsequent requests for funding would require evidence of attendance numbers etc.

C550 – 16/02/2021 Ashgrove Cemetery

Councillors received a report on interments and memorials undertaken since the last Full Council meeting as follows:

Memorial Application Approvals

Yvonne Cox – Section G – Inscription onto Cremated Remains Granite Slab

Morgan James Krisciunas – Section G – Inscription onto Cremated Remains Granite Slab

Interments

27/01/2021 – Joan Marion Mortimer – Cremated Remains – Section A

02/02/2021 – Jean Tucker – Full Burial – Section E

Councillors considered the recommendation from the Burial Committee Advisory Panel regarding changes to the Memorial Policy.

It was **resolved** to accept the recommended changes to the Application for Memorial Form and the revised wording for Memorial Regulations to include the following wording:

“From 2021 the Parish Council now permits a memorial flower vase [similar to be image provided] to be located behind the granite slab. This must not exceed 8” x 8” x 8” in size.”

C551 – 16/02/2021 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:

- A report from the Peasedown Environment Group had been circulated as pre-reading. It asked the Parish Council to lobby other government bodies to install some electric car charging points within

the village, also, to declare a climate/nature emergency. The report can be found as appendix C551i.

Various comments were raised such as charging points becoming mandatory in new build houses, also that if a climate emergency is declared, then the implications on Council activities need to be identified beforehand. It was noted that some parish councils have not declared an emergency, but have agreed to promote green issues and amend their activities to be environmentally friendly where possible. It was generally agreed that the Council should not sit back and do nothing, but to investigate the options to move things forward.

It was **resolved** that an Advisory Panel is formed to investigate into Climate Emergency and Green Matters and that a Terms of Reference for this Advisory Panel is drafted for approval at the March meeting. Councillors were asked to advise the Clerk if they are interested in being part of this Panel. The Clerk to respond to Peasedown Environment Group accordingly.

- Pre-reading provided a letter from Post Office Limited informing that following the resignation of the postmaster, and the withdrawal of the premises for Post Office use, the Post Office branch at 45 Bath Road will be closing temporarily on Saturday 20 February 2021 at 12:30pm. It also advised they are currently investigating the options available to enable a Post Office service to be reinstated in the local community.

The Clerk reported that the Ward Councillors had already been in contact with Post Office Limited urging them to consider approaching other retailers in Bath Road to offer the opportunity to continue provision. Cllr Bevan had advised the Clerk they had received a positive reply and had asked to be kept up to date with any developments.

Cllr Ogilvie-Davidson reported that a resident had suggested that the Parish Council lobby Royal Mail to install a 'parcel post box' in the village.

Cllr Andrew Fraser reported that The Hive may be able to provide a space for a mobile Post Office to provide a limited service. They will provide an update to the community as and when they know more. Cllr Fraser also commented that he believed the present Postmaster is currently actively engaging with other alternative locations in the village, including both supermarkets.

The matter was discussed, and it was **resolved** that the Clerk writes to the Post Office stating that the facility is an asset to the village and the Parish Council would not wish to see it removed. It was also **resolved** that the Clerk investigates into having a parcel post box installed in the vicinity of Beacon Hall.

9.30pm – In order to provide time to consider the remaining agenda items, particularly the streetlights, it was **resolved** to suspend Standing Order 3s to extend the meeting longer than 2½ hours, by a period of 15 minutes.

Cllrs Adi Davis; Jo Davis; Gavin Heathcote; Sam Heathcote left the meeting. However, the meeting was still quorate with the remaining councillors and so could continue.

C552 – 16/02/2021 Policies & Strategic Documents

Councillors considered the suggested amendments to the Policy for Use of Facebook as recommended by the Personnel Committee.

It was **resolved** to provide 'Editor' access rights on Facebook to those councillors that hold the 'Flood Warden' and 'Snow Warden' roles within the Parish Council, thus enabling them to generate posts on the Parish Council Facebook page so as to warn people about urgent flood/snow related items.

Councillors considered the suggested amendments to the Standing Orders and Review of Standing Orders and Document Management Policy as recommended by the Digital Transformation Advisory Panel.

It was **resolved** that a temporary change to Standing Orders is made that the recording of meetings is deleted once the minutes are approved.

It was noted that this is something that will be investigated further by the Digital Transformation Advisory Panel with the aim of publishing these recordings for the public to view after the meetings.

Due to time limitations the delay of the review of the Standing Orders and Terms of Reference and Delegations as recommended by the Executive Committee Advisory Panel was not considered so would be carried forward to the March Full Council meeting.

C553 – 16/02/2021 Outside Bodies

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

Avon Local Councils Association (B&NES ALCA Area Group and County Meetings) -

Representatives: Chair and Clerk

Last meeting (B&NES Area Group) – Wednesday 3rd February 2021 at 7pm via Zoom attended by Cllr Thomas and the Clerk. The minutes from this meeting have not yet been published.

However, the minutes from the meeting held on Thursday 3rd December 2020 have now been published and are available for councillors to access via MS Teams.

Next meeting (B&NES Area Group) – Scheduled for Tuesday 25th May 2021.

Community Centre Network – Representatives: Cllr Audrey Gillard-Sprake

Last meeting – Not met since the last Full Council meeting but documentation and updates provided by ACRE in relation to Coronavirus restrictions have been received in saved within Teams for staff/councillor reference.

Next meeting – To be determined.

- ii. Councillors received, for information, a list of **Police updates** and local incidents. Police Beat Surgeries remain temporarily suspended.
The Clerk asked councillors for their feedback on the usefulness of this report. The general response was that it was preferred to have the updates forwarded by email as and when they are received rather than generating the report on a monthly basis. The Clerk to action this way in future.

C554 – 16/02/2021 Advisory Panel Updates

- A. Councillors received updates and considered recommendations from the following Advisory Panels which have met since the last Full Council meeting:
- i. **Burial Committee Advisory Panel** – Meeting held on Friday 29th January 2021 at 6.30pm. The notes from this meeting had been circulated as pre-reading. The recommendation from this meeting had been raised for consideration under minute C550 – 16/02/2021.
 - ii. **Clerk Liaison Panel** – Meeting held on Wednesday 3rd February 2021 at 12.00 noon.
 - iii. **Digital Transformation Strategy Advisory Panel** – Meeting held on Tuesday 26th January 2021 at 7.00pm. The notes from this meeting had been circulated as pre-reading. The recommendation from this meeting had been raised for consideration under minute C552 – 16/02/2021.
 - iv. **Executive Committee Advisory Panel** – Meeting held on Tuesday 2nd February 2021 at 7.00pm. The notes from this meeting had been circulated as pre-reading and the following recommendation was raised for consideration:
 - a) It was **resolved** to agree the recommendation from the Executive Committee Advisory Panel that Cllr Andy Larcombe is authorised to continue to represent the Parish Council on Somer Valley FM radio in conjunction with the Clerk until the end of the council year.The other recommendations from this meeting had been raised for consideration under minutes C552 – 16/02/2021 and C556 – 16/02/2021.
 - v. **Finance & Amenities Committee Advisory Panel** – Meeting held on Tuesday 9th February 2021 at 7.00pm at which the following recommendations were raised:
 - a) A communication regarding the streetlight faults is created for the Parish Council Newsletter and a press release informing of the details that have impacted on getting the faults resolved.
 - b) That the faulty streetlights due to be fixed under warranty are fixed as a matter of priority and then the warranty replacements are used as spares once they are received. Also, that once the faults are fixed a maintenance contract is put in place as soon as possible.
 - vi. **Parish Map and Signage Project** – Meeting held on Friday 29th January 2021 at 7.30pm. The notes from this meeting had been circulated as pre-reading. There were no recommendations for consideration.
 - vii. **Recreation Ground Tree Planting Advisory Panel** – No meeting held but councillors were reminded that socially distanced tree planting is due to take place on 20th February 2021. Meet at Beacon Hall at 10am to receive trees and planting instructions. Bring your own tools.
 - viii. **Streetlighting Advisory Panel** – Meeting held on Tuesday 9th February at 9.10pm. The notes from this meeting had been circulated as pre-reading and the following motion was raised for consideration and was voted on and subsequently agreed.
 - a) It was **resolved** to proceed with the upgrading of the remaining 5x streetlights [1x White Ox Mead; 3x on pathway between Bloomfield Way and Bath Road; 1x on Bloomfield Way pathway to Braysdown Lane) to LED (Philips Gen3 lanterns) as per the quotation provided by

Volker at a total cost of £2,405.29 plus VAT, to be funded from the operational budget previously agreed under minute C502 – 15/12/2020.

Proposed by: Cllr Andy Larcombe

Seconded by: Cllr Conor Ogilvie-Davidson.

- B. Councillors received notice of the forthcoming Advisory Panel meetings:
- i. **Beacon Hall Coronavirus Secure Advisory Panel** – Meeting date to be determined.
 - ii. **Burial Committee Advisory Panel** – Meeting scheduled for Wednesday 24th March 2021 at 6.30pm.
 - iii. **Christmas Lights Advisory Panel** – Meeting scheduled for Thursday 25th February 2021 at 7.00pm.
 - iv. **Clerk Liaison Panel** – Meeting scheduled for Wednesday 3rd March 2021 at 12.00noon.
 - v. **Digital Transformation Strategy Advisory Panel** – Meeting scheduled for Tuesday 23rd March 2021 at 7.00pm.
 - vi. **Executive Committee Advisory Panel** – Meeting scheduled for Tuesday 9th March 2021 at 7.00pm.
 - vii. **Finance & Amenities Committee Advisory Panel** – Meeting scheduled for Tuesday 2nd March 2021 at 7.00pm.
 - viii. **Operation London Bridge Advisory Panel** – Meeting scheduled for Thursday 18th February 2021 at 7.00pm.
 - ix. **Parish Map and Signage Project** – Meeting scheduled for Thursday 11th March 2021 at 6.30pm.
 - x. **Personnel Committee Advisory Panel** – Meeting date to be determined.
 - xi. **Streetlighting Advisory Panel** – Meeting date to be determined.

C555 – 16/02/2021 Coronavirus Update

Since the last meeting there were no new updates regarding Coronavirus in relation to Parish Council facilities and services.

C556 – 16/02/2021 Annual Meeting of the Full Council

Councillors received an update regarding the Annual Meeting of the Full Council due to be held on Tuesday 18th May 2021.

Councillors considered whether to bring forward the date of this meeting to allow it to be held online/remotely as there is currently no plans for the Government to extend the remote meeting regulations beyond 7 May 2021.

It was **resolved** to accept the recommendation from the Executive Committee Advisory Panel that no change to the date of this meeting is undertaken.

C557 – 16/02/2021 Future Agenda Items & Cllr Questions

There were no requests for possible future agenda items or questions on items not otherwise covered on the agenda.

C558 – 16/02/2021 Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 16th March 2021 at 7pm to be held remotely via MS Teams.

The meeting closed at 9.40pm.

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

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Appendix C544i – Planning Related Matters

Purpose

To receive a report and make any associated decisions on the following planning related matters:

Planning Decisions Issued by B&NES Council (for information only)

Since the Full Council meeting on 19th January 2021, decisions have been received from B&NES Council on the following applications:

- i. Ref. **20/04528/VAR** - Little Beck, Springfield, Peasedown St. John, Bath, BA2 8HW - Variation of conditions 2 (Samples Submitted Walls and Roofs) and 4 (Plans List) of application 12/01272/FUL (Extensions and improvements to existing dwelling) – Frayling. Application **permitted** subject to the usual conditions.
- ii. Ref. **20/04368/FUL** - 24 Church Road, Peasedown St. John, Bath, BA2 8AA - Proposed loft conversion, erection of single storey rear extension and front porch - Mr Matt Kembery. Application **permitted** subject to the usual conditions and that advising that the roof area of the development shall not be used as a balcony, terrace, roof garden or similar amenity area in order to safeguard the amenities of adjoining occupiers from overlooking and loss of privacy.

Planning Enforcement

Since the Full Council meeting on 19th January 2021, the following enforcement matters are still in progress. Updates are being pursued by the Clerk. Any responses received will be reported at the meeting:

- i. **14/00806/UNAUTH** - Land behind site of Peasedown Community Farm, Dunkerton Hill, Bath – Unauthorised use/activity.
- ii. **20/00336/UNAUTH** – 61 Westbury View, Peasedown St. John, Bath – Extension of Residential Garden.

Planning Applications Not Invited to Comment (for information only)

Since the Full Council meeting on 19th January 2021, applications validated by B&NES Council upon which the Parish Council is not invited to comment are as follows:

- i. Ref. **21/00470/COND** - Farleigh House, 17 Bath Road, Peasedown St. John, Bath, BA2 8DH - Discharge of condition 3 of application 16/03954/FUL (Erection of 3 bedroom dwelling) - Mr Chris Fry

Since the Full Council meeting on 19th January 2021, applications determined by B&NES Council upon which the Parish Council is not invited to comment are as follows:

- i. Ref. **20/04529/CLPU** - 1A Eckweek Road, Peasedown St. John, Bath, BA2 8EQ - Conversion of storage area and workshop to be partially converted to living accommodation (Certificate of Lawfulness for a Proposed Development) - Mr And Mrs Hinds. Application determined as **lawful**.

Since the Full Council meeting on 19th January 2021, applications pending determination by B&NES Council upon which the Parish Council was not invited to comment are as follows:

- i. Ref. **21/00127/COND** - Cleeves Cottage, Gassons, Peasedown St. John, Bath, BA2 8LW - Discharge of conditions 3 and 5 of application 19/03190/FUL (Partial change of use from garage/workshop (B2) to residential (C3)) - Mr J Walter.

Planning Appeals (for information only)

Since the Full Council meeting on 19th January 2021, the following appeals were lodged/determined:

- i. None.

Since the Full Council meeting on 19th January 2021, the following appeals are in progress:

- i. None.

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Planning Applications Pending Decision (for information only)

The following applications are still awaiting a decision by B&NES Council:

- i. Ref. **20/03162/FUL** - Camerton And Peasedown Croquet Club, Whitebrook Lane, Peasedown St. John, Bath - To relocate the old buildings and install a new prefabricated building. Install a bio-digester waste water treatment system and a rain collection system and secure permissions for low level advertising board on small sections of the perimeter fencing – Mr Craig Shaw.
- ii. Ref. **20/04576/FUL** - 28 Church Road, Peasedown St. John, Bath, BA2 8AA - Erection 1no. four bed dwelling with double garage, following demolition of existing bungalow with single garage - Mr R Elsip.
- iii. Ref. **20/04554/CLEU** - 10 Bath Road, Peasedown St. John, Bath, BA2 8DW - The property is currently used as seven separate residential units (Certificate of lawfulness for an Existing Use) – Mr Edwin Cox.

Planning Applications for Neighbouring Parishes

Since the Full Council meeting on 19th January 2021 the following application from a neighbouring parish has been identified as potentially having an impact on Peasedown St John:

None yet specified – the weekly lists of all applications within B&NES can now be accessed by councillors via MS Teams.

It is suggested that councillors use the map function on the B&NES Council website to determine if there are any relevant applications outside the parish, which could have an impact on Peasedown St John and so thus require consideration.

Progress update on the Greenlands Road development of 89 Dwellings

No further correspondence received since that dated 14/01/2021, which stated:

I am well, thank you. Hope you and the parish councillors are also keeping well and safe.

Thanks for getting in touch, no change for the time being, we're still focused on our sites in Bath, Bristol, Yatton and Keynsham at the moment.

I'll let you know as soon as/when things change.

DRAFT**Appendix C545i - Schedule of payments made since the Full Council meeting on 19th January 2021 in relation to the accounts for the year ending 31st March 2021**

| Date of Invoice | Supplier Name | Details | Associated Minute/Regulation | Net Amount | VAT Amount | Payment Type |
|------------------------|---|---|-------------------------------------|-------------------|-------------------|---------------------|
| 01/02/2021 | B&NES Council | Business Rates - Ashgrove Cemetery - February 2021 | C352 - 12/05/2020 | £189.00 | £0.00 | Direct Debit |
| 03/01/2021 | E-ON | RG Changing Rooms Electric | C352 - 12/05/2020 | £24.86 | £1.24 | BACS |
| 05/01/2021 | SWALEC / SSE | Streetlighting Electric | C352 - 12/05/2020 | £131.52 | £6.57 | Direct Debit |
| 14/01/2021 | JEM Heating Services Ltd | Mechanical Services Maint Contract 01/02/21 to 31/01/22 | Fin. Regs. 4.1 | £220.00 | £44.00 | BACS |
| 15/01/2021 | Glasdon UK Ltd. | 1x Turbocast 300 Manual Grit/Salt Spreader | C500 - 15/12/2020 | £936.70 | £187.34 | BACS |
| 15/01/2021 | Glasdon UK Ltd. | 1x Nestor 90 & 1x Nestor 400 Grit Bins | Fin. Regs. 4.1 | £287.62 | £57.52 | BACS |
| 15/01/2021 | Screwfix Direct Ltd. & B&Q | Refund on Masonry Paint for Football Buildings | Fin. Regs. 4.1 | -£24.99 | -£5.00 | BACS |
| 17/01/2021 | Avon Local Councils' Association | Budgeting Online Training Course - TW | Fin. Regs. 4.1 | £30.00 | £0.00 | BACS |
| 19/01/2021 | Highwood | Annual Service of Ride-on Mower - parts and labour | Fin. Regs. 4.1 | £267.53 | £53.50 | BACS |
| 19/01/2021 | SWALEC / SSE | Refund on AC Electricity | C352 - 12/05/2020 | -£67.73 | -£3.38 | BACS |
| 19/01/2021 | SWALEC / SSE | AC Electricity | C352 - 12/05/2020 | £82.67 | £4.13 | BACS |
| 21/01/2021 | JEM Heating Services Ltd | Attend & Repair Broken Boiler in Parish Office | Fin. Regs. 4.1 | £40.00 | £8.00 | BACS |
| 25/01/2021 | Softcat Plc | MS Office 365; Visio; Conf Call Subscriptions - Dec 2020 | C221 - 17/12/2019 | £372.94 | £74.59 | BACS |
| 27/01/2021 | Screwfix Direct Ltd. & B&Q | Hooks for New Fire Doors | Fin. Regs. 4.1 | £6.30 | £1.25 | BACS |
| 27/01/2021 | Screwfix Direct Ltd. & B&Q | Drill bits | Fin. Regs. 4.1 | £3.33 | £0.67 | BACS |
| 27/01/2021 | Screwfix Direct Ltd. & B&Q | Karcher K4 Car & Home Pressure Washer 130bar | Fin. Regs. 4.1 | £224.99 | £45.00 | BACS |
| 28/01/2021 | Office Monster | Diary 2021 | Fin. Regs.4.1 | £13.69 | £2.74 | BACS |
| 29/01/2021 | Screwfix Direct Ltd. & B&Q | 4x Shelving Units for Communal Shed on Access Allot Plots | C522 - 19/01/2021 | £79.17 | £15.83 | BACS |
| 30/01/2021 | JEM Heating Services Ltd | Attend & Repair Broken Boiler in Parish Office | Fin. Regs. 4.1 | £247.86 | £49.57 | BACS |
| 31/01/2021 | Allstar Business Solutions Ltd. | Fuel Card - January 2021 | C352 - 12/05/2020 | £2.09 | £0.42 | Direct Debit |
| 31/01/2021 | C & S Cleaning Services (Radstock) Ltd. | General clean of Beacon Hall - Jan 2021 | Fin. Regs. 4.1 | £63.40 | £12.68 | BACS |
| 01/02/2021 | Sage (UK) Limited | Online subscription to Sage 50 Accounts - February 2021 | 502017 | £41.00 | £8.20 | Direct Debit |
| 02/02/2021 | SWALEC / SSE | Streetlighting Electric - 05/01/21 to 01/02/21 | C352 - 12/05/2020 | £110.69 | £5.53 | Direct Debit |
| 07/02/2021 | Brand Electrical Services Ltd. | Repairs & Replacement of Ceiling Lights at Changing Rooms | Fin. Regs. 4.1 | £215.00 | £43.00 | BACS |
| 09/02/2021 | BT Payment Services Ltd. | PO Telephone & Broadband 01/02/21 to 28/02/21 | C352 - 12/05/2020 | £110.38 | £22.08 | Direct Debit |
| 16/02/2021 | Lloyds Bank plc | Credit Card - January 2021 - Statement Reconciled as per Fin. Regs. 5.5 | Fin. Regs. 6.20 | £871.09 | £0.00 | Direct Debit |
| | | | | £4,479.11 | £635.48 | |

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**Appendix C547i – Terms of Reference Streetlighting Maintenance Review Advisory Panel
Amended Terms of Reference**

**PEASEDOWN ST. JOHN PARISH COUNCIL
ADVISORY PANEL RECORD FORM
STREETLIGHTING REVIEW ADVISORY PANEL**

| | |
|--|---------------------------------------|
| Commissioning Group: | Full Council |
| Date of Formation (minute reference): | C280 – 18/02/2020 & C547 – 16/02/2021 |
| Date Disbanded (minute reference): | |
| Chair: | CLlr Kathy Thomas |

| Terms of Reference | |
|------------------------------|--|
| General Purpose: | To review the options available for the streetlighting maintenance contract and any requirement for new or replacement streetlights and make recommendations for any changes to Full Council for consideration. |
| Specific Aims: | <ul style="list-style-type: none">➤ To review the existing maintenance agreement.➤ To review the options presented for the joint parishes scheme and to consider the pros and cons of this set up.➤ To identify what other options are available if the Parish Council were to seek a contract on their own.➤ To work to obtain best value for money whilst ensuring the parish council’s streetlighting stock is maintained to a suitable level.➤ To make recommendations for which procedure to go with and associated reasoning behind the proposals.➤ To review the requirements for additional streetlights in the parish [particularly in the Hillcrest and Eckweek Gardens areas] liaising with residents and any related organisations and making associated recommendations to Full Council.➤ To work with the Clerk to undertake checks of streetlights that have either been reported faulty or recently undergone maintenance works as part of the monitoring process.➤ To work with the Clerk to establish a system of ‘spares’ to enable the resolution of faulty lights, in a timely manner, whilst warranty replacements are being investigated/obtained. |
| Success Criteria: | Completion and successful implementation of the new streetlighting maintenance contract and installation of new streetlight units in agreed locations. |
| Duration: | Mid-term; it is intended for this Advisory Panel to be in place until the new streetlighting contract and any new streetlights have been approved by Full Council and are up and running. |
| Reporting Procedures: | The Parish Office will maintain a log of all Advisory Panel meetings. Notes will be taken at every Advisory Panel meeting by a nominated attendee (using the pro-forma attached) and will be circulated to all members of the Advisory Panel and the Clerk. These will be filed on SharePoint and used for Full Council pre-reading etc. where required. |
| Membership: | CLlrs Andy Larcombe; Conor Ogilvie-Davidson; Jonathan Rich; Kathy Thomas. Tanya West is the nominated staff support. Public – Parish residents who have expressed an interest in this Advisory Panel will be invited to attend meetings depending on the topics being discussed. |

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Appendix C551i – Report from Peasedown Environment Group

Public Charging points for Peasedown

The Climate Emergency means that it is vital that we reduce CO2 and aid the movement to electric vehicles. With this in mind the Government has announced that the sale of vehicles powered solely by fossil fuels is to be phased out by 2030 although petrol and diesel vehicles will continue to be driven after that date.

This change will require that car owners will be able to charge their cars without creating hazards for others. Currently there are no publicly accessible charging points in Peasedown St John, the nearest points being in Midsomer Norton (10 in the area) and Odd Down (8 plus a further 44 in Bath). Currently there is a programme to roll out charging points in the WECA area. An enquiry made in January 2020 indicated that there were no plans for a charging point in the village but that additional points were planned in Midsomer Norton and Radstock. We have no information whether, in the current pandemic and with the consequent financial constraints, anything has been done on these.

The normal pattern of charging for electric vehicles is that owners have specific charging points fitted at home or simply use a normal three-pin charging set up (which may be slower). On long journeys drivers may need rapid charging facilities and some drivers use public chargers while doing other activities e.g. those that use the Park and Ride chargers while they are at work or those who charge while shopping (e.g. at Tesco in Paulton).

Peasedown is not on a long distance route and we have limited numbers of people travelling in to work which implies that the vast majority of charging activity will be from home.

On the face of it this might be taken to mean that the need for public charging in the village is low. However, a survey of the village shows that if electric vehicles are going to become the norm we have a real problem that will require some public charging points.

Peasedown has something in the region of 2600-2800 homes. Of these homes our survey shows that home charging is not an option in about 500 of these homes because it would mean trailing wires across pavements and other rights of way.

Our survey looked at as many houses as possible to identify which houses had a dedicated parking space that could be reached without wires crossing a pavement or had a garage. This means that about 20% of homes lack a parking space or garage.

We recognise that there is a margin of error in this figure because some houses which seem to have dedicated parking may have a nearby lock-up garage separate from their home. This would reduce this figure. On the other hand we have assumed that all those houses with garages have a power supply in those garages and so our figure may underestimate the total. It seems safe to say that there are 500 houses in the village that do not have 'safe' access to electric vehicle charging because they have to park on the road.

The geographical distribution of these houses is not even across the village. Most of the houses (but not all) in the newer (post 1990) developments have parking spaces or garages adjacent to the houses. However, many houses in the older part of the village do not have these facilities. This is particularly so in Albert and Frederick Avenues, Hillcrest, Eckweek Gardens, Ashgrove and Bath Road but there are homes across the parish that face this problem. Clearly car ownership in Hillcrest and Eckweek Gardens is lower because of the older people's bungalows but there cannot be a presumption that an older person is going to be without a car.

For all of these 500 homes a public charging facility will be a necessity.

We feel that within the next three years it is vital that some public facility is situated in the village to allow some 20% of those living in the village to have the possibility of moving to electric vehicles.

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We would recommend as a starting point that at least four chargers be installed close to those areas of need and that as an additional facility two charging points be installed in the Bath Business Park for those (e.g. staff at Circle Bath) who travel to work in Peasedown.

We recognise that some of those without a space at home could convert part of their garden to parking space but this would entail the loss of garden - another loss of natural space in the village and the installation of dropped kerbs.

We are not suggesting that the Parish Council should install these charging points themselves but ask that the Council make urgent representations to the district council and to WECA for the village to be provided with this facility.

Climate and Nature Emergency

There is a growing realisation that we face major and damaging changes in our climate and that at the same time there has been a decline in biodiversity with large drops in numbers of some species of animals and plants. The speed of this change has been such that if action is not taken soon the damage done both at a planetary and a local level could be enormous and rightly deserves the description of an emergency.

In February 2019 Bath and North East Somerset Council unanimously declared a climate and nature emergency. Other councils across the country have passed similar resolutions and Parliament declared a climate emergency in 2019.

We ask Peasedown St John Parish Council to pass a similar motion.

We recognise that the parish council has already taken action such as the conversion of street lighting to LEDs and the planned planting of trees and hedgerow plants in the near future and we want to thank the council for its initiatives. We also recognise that no parish council can make a major impact on these global issues. Nevertheless we believe that the passing of a resolution could encourage others in the parish to take action and would signal that this is a matter of importance to our community.

We recognise that such resolutions could be mere words and a form of virtue-signalling with no substance. This need not be the case. The positive impact could be seen in relation to planning applications, the giving of grants, the management of land, the development of Neighbourhood Plans and the like as the Council's position would be clearly backed up by the resolution.

We understand that the Council, if it was minded to pass a resolution would wish to create its own wording but would commend the model of Freshford Parish Council's resolution amended for Peasedown:

Peasedown St John Parish Council resolves to recognise the existence of a climate and nature emergency. The Council supports the Bath and North East Somerset District Council's declaration on the climate emergency. The Parish Council will work with the community in Peasedown St John and Carlingcott and with community organisations, B&NES and other parish councils to establish specific local initiatives that will contribute to and enhance all aspects of our locality including transport, the built environment, the natural environment, ecology and renewable energy.

At this stage we would not envisage this having budgetary implications particularly as there are local groups and people who are willing to support initiatives.