



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 16th March 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).

Due to technical difficulties experienced by the member of public in joining the meeting, the meeting actually commenced at 7.07pm.

Public Session

There was one member of the public present at the meeting. They addressed the Council with regards to their planning application, Ref. 20/04576/FUL, with particular reference to the trees on the site and the requirements made by the Senior Arboricultural Officer from B&NES Council in respect of this revised application.

C559 – 16/03/2021	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.	
C560 – 16/03/2021	Apologies for Absence
Apologies for absence had been received from Cllrs Mandy Clarke, Richard Clarke and Ray Love due to illness. These apologies were duly noted. Cllrs Barbara Bailey and John Bailey were absent with no apologies received.	
C561 – 16/03/2021	Minutes

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The minutes of the **Full Council** meeting held on 16th February 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 Clerk to provide a printed copy of these minutes to the Chair for signing.

C562 – 16/03/2021 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.

A query was raised regarding the list of instructions for remote meetings resulting from the Chairs training session and whether this list was a set of rules or just guidelines. It was noted that these were points that had been picked out by the Chair from the information provided on remote meetings and they represented ‘good practice’ rather than a list of rules. It was thought that whilst councils should have agreed protocols in place for remote meetings, it would be very difficult to effectively mandate this area. It may also not be a high priority now, since soon it was hoped that it will not be necessary to hold meetings remotely. The list of suggestions provided at this training session had been uploaded to the Training and Development folder, and it was suggested that the Clerk should investigate the list to see which items might be incorporated in (or might already be in) the Standing Orders.

C563 – 16/03/2021 Items for Urgent Report

The Chair mentioned that Cllr Barbara Bailey has asked for an issue to be raised under this item, but the request had not been received with sufficient notice for her to properly consider it in time for the meeting. The issue, which was to do with encouraging the public to attend meetings and guidance regarding muting of meeting participants etc., would be considered as soon as possible at another meeting.

C564 – 16/03/2021 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. **20/02240/FUL** - Changing Rooms, Recreation Ground, Church Road, Peasedown St. John, Bath - Erection of a garage-type building, adjacent to existing football changing rooms building, to be used for storage by the local Scout group – Peasedown St John Parish Council.

It was noted there were five public comments listed on the B&NES Council website; all were in support of the application.

There is an existing planning application for this site [ref. 18/04788/FUL] for the erection of football club house and storage buildings with associated car parking and vehicular access. The expiry date of this permission is 16/01/2022. The football club had previously advised the Council they did not wish to proceed with the application.

It was **resolved**, that in view of the fact that this application had been submitted in the name of the Parish Council, it was not considered fitting to make any comment.

- 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.

It was noted there were no public comments listed on the B&NES Council website in relation to this application but one of the Ward Councillors had submitted comments in support of the application.

When this application was last discussed [minute C492 – 15/12/2020 refers], the Parish Council **resolved** not to make any comment, being a revised application, it was considered sensible to be consistent and so it was resolved to make no further comment on this application.

- iii. Ref. **21/00707/FUL** - 7 Sunset Close, Peasedown St. John, Bath, BA2 8HE - Erection of single storey rear extension - Mr Justin Burnell.

It was noted there were no public comments listed on the B&NES Council website in relation to this application. Councillors had reviewed the plans and the site; it was considered that the proposed development is a simple single-storey extension that is in-keeping with the host dwelling and would not have any negative impact on neighbouring properties or surrounding area and as such it was **resolved** it be supported.

- iv. Ref. **21/00763/FUL** - Peasedown Christadelphian Hall, Huddox Hill, Peasedown St. John, Bath, BA2 8EA - Demolition and change of use of existing (D1) Christadelphian Hall and erection of (C3) 1.5 storey dwelling, garage and associated works - Mr And Mrs Sean & Alison Keane.

It was noted there were no public comments listed on the B&NES Council website in relation to this application.

It was acknowledged that the existing building appears to be in a poor state of repair with no continued requirement for it to be retained as a place of worship. Councillors reviewed the plans and photographs of the site. It was considered that the proposed development is in keeping with the other houses in the area and would be a welcome re-development of the site. It was **resolved** to support the application subject to the conditions specified by the Officers relating to highways and surface water/drainage.

- B. Councillors received, for information, a report on the following (appendix C564i 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.
- C. Following discussions at the last meeting, the Parish Council's formal response to B&NES Council's **Bath Transport Delivery Action Plan** consultation was noted [appendix C564i refers].
- D. Councillors received an update on the **West of England Combined Authority (WECA)** work on an ambitious **Mass Transit Plan** to revolutionise travel around the West of England. It was reported that it will involve a significant investment in the rail, cycling, walking, and bus routes outlined in the West of England Joint Local Transport Plan. The aim is to create a well-connected sustainable public transport network that offers more travel choices and makes public transport the preferred way to travel, thus reducing the level of carbon emissions. It is hoped that the Mass Transit Plan will, provide significant economic benefits and employment opportunities, enabling everyone to access what they need without relying on cars where possible. It was noted that at present it is mainly focused on Bristol and Bath; the rural areas like the Somer Valley will be much more difficult to deal with. The Clerk will register to be kept up to date with this project and will report back any relevant updates to future meetings.
- E. Councillors received an update on the B&NES Rural Landscape Character Assessment Review and Landscape Strategy Stakeholder Consultation Workshop as attended by the Chair and the Clerk on 16th March 2021 as follows:
B&NES Council has appointed Land Use Consultants Limited [LUC] to assist them with reviewing and merging the following two documents in an attempt to produce a unified district-wide document.
- Rural Landscapes of Bath & North East Somerset – A Landscape Character Assessment published in 2003.
 - Bathscape Landscape Character Assessment published in 2017 to provide a unified district-wide document.
- The resultant plan is to assist in managing change [including any future development]; to analyse renewable energy sources and potential locations, also the planning of tree planting across the district. This is working towards reaching the aims of the Climate Emergency Declaration and Clean Air Policies etc.
- LUC has created a Consultation Hub interactive website which can be updated for any area across B&NES. The website will be open until Tuesday 6th April 2021 for comment.
- The following questions are asked for each comment:
- What do you feel is most important/valuable about the landscapes you know?
 - How do you think the landscape in B&NES is changing in this Landscape Character Type?
 - There is also a space to add any general comments.
 - There is no limit to the number of comments that can be submitted.
- This is the initial consultation. There will be a more in-depth consultation further down the line.
- It was **resolved** to delegate the response to this consultation to the Clerk, in conjunction with all councillors. It was also agreed to establish a channel on MS Teams so councillors can review the map beforehand and start to collate their comments.

C565 – 16/03/2021

Financial Matters

- i. Councillors reviewed the schedule of payments raised since the Full Council meeting on 16th February 2021 in relation to the accounts for year ending 31st March 2021 (appendix C565i refers). It was also **resolved** to ratify all the payments on this schedule.

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- ii. 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.
- iii. 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 of the Parish Council to Avon Local Councils' Association and the National Association of Local Councils at a cost of £977.99.

C566 – 16/03/2021 Larger Operational Projects

Pre-reading provided an update report on the larger operational projects.

An update had been received on the project to replace the allotments boundary fence, and the suggestion to extend the allotment site prior to this work taking place. The farmer had advised that the land surrounding the allotments is currently under an arable rural payment scheme which would make it very difficult to do anything with at the current time [although this does not rule it out in the future - as these schemes are set up under a specific time frame]. He did however offer some alternative land that we may be interested in utilizing instead. It is located about half a mile from the existing allotment site. This is something that will be considered by the Finance & Amenities Committee and the Braysdown Allotments Advisory Panel. In the meantime, the replacement of the allotments fence can progress.

C567 – 16/03/2021 Order of Known Business

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

It was reported that the Signage Project Advisory Panel had met and were progressing that project; their investigations and recommendations will be reported to a future meeting.

The hooks on the new doors at Beacon Hall had now been installed.

Another laptop is on order for councillor use.

C568 – 16/03/2021 Advisory Panel to Investigate Climate & Environment

It was **resolved** to establish a Climate and Environment Advisory Panel in accordance with the draft Terms of Reference that had been circulated as pre-reading [see appendix C568i for details].

It was further **resolved** that the membership of this Advisory Panel will be Cllrs Conor Ogilvie-Davidson [appointed as Chair]; Jonathan Rich; Kathy Thomas.

Administration Officer, Debbie Parish, or Parish Clerk, Tanya West will be the designated staff support.

C569 – 16/03/2021 Advisory Panel for Tree Planting & Natural Environment

It was **resolved** to establish a Tree Planting and Natural Environment Advisory Panel in accordance with the draft Terms of Reference that had been circulated as pre-reading [see appendix C569i for details], with the amendment for the Advisory Panel to report to the Finance & Amenities Committee, rather than Full Council.

It was further **resolved** that the membership of this Advisory Panel will be Cllrs Adi Davis; Gavin Heathcote; Simon Kidd; Andy Larcombe; Conor Ogilvie-Davidson [appointed as Chair]; Jonathan Rich; Kathy Thomas; Les Sprake.

Parish Clerk, Tanya West will be the designated staff support.

C570 – 16/03/2021 Ashgrove Cemetery

There had not been any interments or memorial application approvals since the last meeting.

C571 – 16/03/2021 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:

➤ **Issues with delivery of the Spring 2021 Parish Council newsletter.**

On Saturday 6th March 2021, a resident posted on the Peasedown Open Forum Facebook page a video captured by his doorbell camera of the delivery person [delivering the Parish Council's newsletter] urinating on his driveway/house. The delivery of the newsletter is undertaken by a local company appointed by the Parish Council.

The Clerk reported that the matter was followed-up very quickly. Cllr Ogilvie-Davidson had contacted the Clerk to make her aware of the situation. The Clerk had requested that Cllr Conor Ogilvie-Davidson respond on behalf of the Parish Council to apologise and say that the matter will be investigated. The Clerk had contacted delivery company and provided them with a copy of the video.

The Manager reported back on Monday following the incident to advise that they were taking appropriate action – the employee had apologised and had offered to clean the area. The manager had also apologised and offered some gifts in compensation. The delivery person was taken off the job and delivery was paused for a few days, but has now been completed by another employee. The Clerk had made the Manager aware of the cemetery toilet, if required, for his staff to use - they were

not previously aware of this facility. The Administration Officer was in negotiation with the company regarding a compensatory discount on the delivery costs.

It was thought that the matter had been dealt with swiftly and well by the delivery company. As some residents had commented that they were reluctant to handle the paper copy of their newsletter as a result of this incident, it was thought that the Parish Council should now ensure that a proper electronic version is posted on the website and Facebook page (with a message of apology/explanation on this occasion). Although the newsletter is always added to the website as a PDF version, it was suggested that there would be much better engagement with a digital image of the newsletter. Cllr Ogilvie-Davidson to work with the Clerk to organise this.

➤ **Request from the Circus to visit the Recreation Ground from Monday 12th until Sunday 18th of July 2021.**

Following discussion, it was resolved not to permit the visit from the circus in Summer 2021, due to the possible clash with proposed works to extend the Recreation Ground pathways and also a level of uncertainty about whether it would be permissible under COVID regulations this year. The Clerk to respond to advise them of the decision and reasons why their request was turned down.

C572 – 16/03/2021 Policies & Strategic Documents

Councillors considered the delay of the review of the Standing Orders and Terms of Reference and Delegations as previously recommended by the Executive Committee Advisory Panel. It was **resolved** to leave the Standing Orders and Terms of Reference and Delegations to remain the same as they are currently for this year, unless legislation changes relating to Coronavirus or Remote Meetings.

C573 – 16/03/2021 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 and County Meetings) -**

Representatives: Chair and Clerk

Last meeting (B&NES Area Group) – Not met since the last Full Council meeting. However, the minutes from the meeting held on Wednesday 3rd February 2021 at 7pm 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.

C574 – 16/03/2021 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. **Christmas Lights Advisory Panel** – Meeting held on Thursday 25th February 2021 at 7.00pm. The notes from this meeting had been circulated as pre-reading along with the revised Terms of Reference.

a) It was **resolved** to accept the recommendation to continue to hire lighting motifs in future years, but to investigate possible cost savings which might result from a 3-year rental agreement.

b) It was **resolved** to increase the Christmas Lights & Trees Operational Budget for 2021-22 up to £6,500 to cover the additional installation and storage costs of the motif lights, also to fix the various timers that are broken, and to include up to £500 to trial some additional low-cost Christmas lighting ideas, as an alternative to installing additional lighting column motifs.

c) It was **resolved** to accept the recommendation to accept the amended draft Terms of Reference for the Christmas Lights Advisory Panel [see appendix C574i for details].

ii. **Clerk Liaison Panel** – Meeting held on Wednesday 3rd March 2021 at 12.00 noon. It was noted there was no written report in the pre-reading for this meeting. This matter will be picked up at the next Clerk Liaison Panel meeting to ensure a report is provided each month to Full Council.

iii. **Executive Committee Advisory Panel** – Meeting held on Tuesday 9th March 2021 at 7.00pm. The notes from this meeting had been circulated as pre-reading. There were no recommendations for consideration.

iv. **Finance & Amenities Committee Advisory Panel** – Meeting held on Tuesday 2nd March 2021 at 7.00pm at which the following motions were raised. The associated reports had been circulated as pre-reading. These motions were voted on and subsequently agreed.

a) It was **resolved** to accept the amendments to the Parish Council Community Grant Scheme Terms and Conditions and Application Form.

Proposed by: Cllr Andy Larcombe

Seconded by: Cllr Simon Kidd

b) It was **resolved** to purchase 20x square 860x860mm folding tables and 2x trolleys for Beacon Hall from AJ Products at a cost of not more than £906.00+VAT.

Proposed by: Cllr Conor Ogilvie-Davidson

Seconded by: Cllr Jo Davis

- c) It was **resolved** to purchase 3 x Medium and 1 x Small Southampton Planters from Neptune Street Furniture at a cost of £1,645 plus VAT, with the intention of installing them in a group in the area next to the bench on the community orchard on Orchard Way. Subject to receipt of permission from Persimmon Homes.

Proposed by: Cllr Gavin Heathcote

Seconded by: Cllr Conor Ogilvie-Davidson

- d) It was **resolved** to relocate the group of planters [once we have received the coal mining cart planters] from the end of Braysdown Lane to Orchard Way on the verge next to or opposite the bench seat by Eckweek Lane. Subject to receipt of permission from B&NES Council Highways.

Proposed by: Cllr Andy Larcombe

Seconded by: Cllr Conor Ogilvie-Davidson

- v. **Operation London Bridge Advisory Panel** – Meeting held on Thursday 18th February 2021 at 7.00pm. The notes from this meeting had been circulated as pre-reading along with the revised Protocol document.

It was **resolved** to accept the recommendation to adopt the proposed changes to the Protocol on the Death of a Senior National or Local Figure.

- vi. **Parish Map and Signage Project Advisory Panel** – Meeting held on Thursday 11th March 2021 at 6.30pm. The notes from this meeting had been circulated as pre-reading. The Vice-Chair expressed his thanks to the hard work that has been put in by councillors on this project.

It was **resolved** to accept the proposed wording for the plaques on the coal mining cart floral planters as follows:

Cart at entrance to village at Dunkerton end: *‘Welcome to Peasedown St John Part of the Somerset Coalfield’*

Cart at the end of Braysdown Lane: *‘Braysdown Colliery 1840 – 1959’*

Cart on the Recreation Ground: *‘Welcome To The Miners’ Welfare Recreation Ground Established 1940’*

It was reported that the date on the Recreation Ground planter refers to the Charitable Trust Deeds as this state this is that date when the ground was actually gifted in trust.

- vii. **Recreation Ground Tree Planting Advisory Panel** – Meeting held on Thursday 4th March 2021 at 8.15pm. It was reported that a request to plant some trees on the Orchard on Orchard Way had been received – this being part of the land due to be transferred from Persimmon, it had been referred to the Parish Council. It was **resolved** to delegate the drafting and sending a response to this request, based on the feedback from all members of the Advisory Panel, to the Clerk, in conjunction with Cllr Ogilvie-Davidson.

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	✓		

It was **resolved** to accept the recommendation to disband this Advisory Panel, following the appointment of the Tree Planting and Natural Environment Advisory Panel [minute C569 – 16/03/2021 refers].

The Vice-Chair expressed his thanks to the members of this Advisory Panel for the work they have done.

- viii. **Recreation Ground Improvements Advisory Panel** – Meeting held on Thursday 4th March 2021 at 7.30pm and a subsequent site meeting was held on Saturday 6th March 2021. The reports from these meetings and the proposals for this project had been circulated as pre-reading.

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It was **resolved** to accept the proposed plans for extension to the existing pathways, a new parking surface and formalizing the pedestrian entrance from Bath Road (as detailed in the pre-reading) and to agree to proceed to take the proposals through the tender process.

It was noted that the location of the informal pedestrian entrance from Bath Road would be subject to the approval of BANES Highways.

- ix. **Streetlighting Advisory Panel** – No meeting was held, but proposals regarding repairs and spares for the Parish Council owned streetlights were established by the members via MS Teams. It was **resolved** to purchase 3x Philips Iridium Gen3 LED lanterns from Volker at a total cost of £1,045.92 plus VAT, to be funded from the streetlighting operational budget. These lanterns will be held as ‘spares’ in order that faults can be actioned in a timely manner and not have to be delayed by waiting for units under warranty replacements.

Councillors were reminded to send their apologies if they are unable to make an Advisory Panel meeting.

B. Councillors received notice of the forthcoming Advisory Panel meetings:

- i. **Beacon Hall Coronavirus Secure Advisory Panel** – Date to be determined.
- ii. **Beacon Philosophers Area Advisory Panel** – Date to be determined.
- iii. **Burial Committee Advisory Panel** – Scheduled for Wednesday 24th March 2021 at 6.30pm.
- iv. **Christmas Lights Advisory Panel** – Date to be determined.
- v. **Clerk Liaison Panel** – Scheduled for Wednesday 7th April 2021 at 12.00noon.
- vi. **Digital Transformation Strategy Advisory Panel** – Scheduled for Tuesday 23rd March 2021 at 7.00pm.
- vii. **Executive Committee Advisory Panel** – Scheduled for Tuesday 13th April 2021 at 7.00pm.
- viii. **Parish Map and Signage Project** – Date to be determined.
- ix. **Personnel Committee Advisory Panel** – Scheduled for Thursday 18th March 2021 at 7.30pm.
- x. **Recreation Ground Improvements Advisory Panel** - Date to be determined.
- xi. **Streetlighting Advisory Panel** – Date to be determined.

C575 – 16/03/2021 Coronavirus Update

The Administration Officer had been liaising with the football teams and the regular hall hirers in preparation for the football facilities and Beacon Hall reopening following the lifting of some of the national Coronavirus lockdown measures from 29th March and 12th April. This will continue and the Parish Council facilities and services will be prepared to make them ‘Coronavirus secure’ in line with the Government, Public Health and NALC guidelines.

C576 – 16/03/2021 Annual Village Meeting

Councillors received an update regarding the Annual Village Meeting due to be held on Tuesday 30th March 2021. The Administration Officer is continuing to liaise with the various organisations from the parish to obtain their presentation slides providing feedback on how they have assisted the community and continued their activities under the Coronavirus pandemic during 2020/21.

C577 – 16/03/2021 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.

C578 – 16/03/2021 Update from Personnel Committee

Councillors received an update on a reduction to the contracted working hours for a member of the Caretaking staff as agreed at the last Personnel Committee meeting.

C579 – 16/03/2021 Resolution to Revert to Public Session

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

C580 – 16/03/2021 Future Agenda Items & Cllr Questions

Due to time limitations, councillors were requested to raise any requests for possible future agenda items or questions on items not otherwise covered on the agenda directly to the Clerk after the meeting.

C581 – 16/03/2021 Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 20th April 2021 at 7pm to be held remotely via MS Teams.

The meeting closed at 9.36pm.

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

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Appendix C564i – 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 16th February 2021, decisions have been received from B&NES Council on the following applications:

- 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. Application **permitted** subject to usual conditions and that no development shall commence until an investigation and risk assessment of the nature and extent of contamination on site and its findings has been submitted to and approved in writing by the Local Planning Authority.
- ii. 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. Application is **lawful** – Notice states: “*There is sufficient evidence, on the balance of probabilities that the application site has been in continual use as seven independent C3 dwellings for a period of greater than four years. A Certificate of Lawfulness for Existing Use can therefore be granted.*”
- iii. 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. Application **permitted** subject to the usual conditions.
- iv. 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. Application **permitted** subject to usual conditions and that the working hours shall be between 09:00 hours and 18:30 hours between Monday to Saturday only and the number of appointments per day shall not exceed 4.

Planning Enforcement

Since the Full Council meeting on 16th February 2021, the following enforcement matters are still in progress. Updates are being pursued by the Clerk. Any responses not detailed below 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.

Following update received from Case Officer on 08/03/2021:

Just a quick e-mail to let you know that I have been sent photos over the weekend and the fence at 61 Westbury View has now been moved back to the line of the property boundary.

Based on the photos I do not proposed to take any further action and the case will be closed.

If you have any questions please do not hesitate to contact me.

Planning Applications Not Invited to Comment (for information only)

Since the Full Council meeting on 16th February 2021, applications validated by B&NES Council upon which the Parish Council is not invited to comment are as follows:

- i. Ref. **21/01092/COND** - Highfield, Eckweek Lane, Peasedown St. John, Bath, BA2 8PH - Discharge of conditions 5 (Implementation of wildlife scheme), 7 (Material samples), 9 (Landscape Hard/Soft Landscaping Minor) and 11 (MISC12 Water Efficiency Rainwater) of application 19/04775/FUL (Erection of 3 bed detached house, double garage and workshop) - David Maughan.

Since the Full Council meeting on 16th February 2021, applications determined by B&NES Council upon which the Parish Council is not invited to comment are as follows:

- i. Ref. **21/00825/COND** - Bloomfield House, 3 Braysdown Lane, Peasedown St. John, Bath, BA2 8HQ - Discharge of condition 1 of application 17/05316/FUL (Demolition of existing rear single storey extension and replacing with new two storey rear extension) - Mr James Tadman. Application determined as **Split decision**/check certificate or file. Notice states: “*Condition 1 - Determination Date: 25th February 2021 Standard Time Limit (Compliance) The development hereby permitted*

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shall be begun before the expiration of three years from the date of this permission. Reason: As required by Section 91 of the Town and Country Planning Act 1990 (as amended) and to avoid the accumulation of unimplemented planning permission Whilst the contents of the application ref. 21/00825/COND informing the Local Planning Authority of the commencement of development on site are noted and it is agreed that works have begun, Condition 1 is a compliance condition and therefore it cannot technically be discharged."

Since the Full Council meeting on 16th February 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.
- ii. 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.

Planning Appeals (for information only)

Since the Full Council meeting on 16th February 2021, the following appeals were lodged/determined:

- i. None.

Since the Full Council meeting on 16th February 2021, the following appeals are in progress:

- i. None.

Planning Applications Pending Decision (for information only)

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

- i. 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.
- ii. Ref. **21/00200/FUL** - 7 Carlingcott, Bath, BA2 8AR - Erection of outbuilding following removal garden shed – Mr & Mrs Kelly.
- iii. 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.

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 C564ii – Planning Related Matters – Peasedown St John Parish Council’s formal response to B&NES Council’s Bath Transport Delivery Action Plan consultation.

Sent via email to transport_planning@bathnes.gov.uk on Sun 28/02/2021 21:54

To Whom it May Concern

Dear Sir/Madam,

Peasedown St John Parish Council considered the details of the Bath Transport Delivery Action Plan at our Full Council meeting held on 16th February. The following points were raised in response to the consultation:

- It is understood that the city of Bath has a particular need and is required to take steps to reduce the pollution in the city of Bath. However, in the forward to the Action Plan document it states: *“We cannot tackle the climate crisis only in Bath. Around three quarters of people driving to work in Bath do so from outside the city boundary. It is therefore important to look beyond the city, to rural areas and to neighbouring authorities to help tackle our transport challenges”*. The general viewpoint was that although referred to in the document, due consideration has not been given to the rural areas and at least in the short term it looks like the message is “keep your cars out of Bath”.
- Furthermore, although there will be short term gains, probably at the expense of the rural communities, the plan will not come to fruition for a number of years, by when the electrification of vehicles will be the norm.
- The A367 corridor is mentioned but due to the geographical constraints there is a major issue with alternative safe routes to the city, such as cycling and walking. To improve such alternative routes to an adequate standard will be of significant cost.
- Currently there is reluctance to use public transport as a consequence of the COVID-19 pandemic and there is no indication this will change in the short term.
- The city of Bath and environs benefit from tourism, with B&NES Council relying on tourism for a significant portion of their income. Although many visitors to the city arrive by public transport, restricting the use of private vehicles by limiting on-street parking and car parks will be a detriment to the area resulting in loss of income and status. This will result in loss of jobs and retail in the city.
- The plan does not appear to adequately consider or address of the needs of the disabled, either living in or visiting the city by private transport.
- The action plan should reflect that the residents in the rural communities are unlikely to abandon their cars and more consideration should be given to providing charging points in the villages. If the plan is to deter private vehicles from coming into the city then people will drive elsewhere, e.g. Bristol. This will again result in a loss of jobs in the hospitality and retail sectors in the city.
- The plan acknowledges the large number of people who drive to work but does not accept the reality that for these people door to door public transport is unlikely and they will still require private transport.
- In conclusion the parish councillors of Peasedown St John do not consider that The Transport Delivery Action Plan addresses the needs of the rural communities both in the poor transport communication networks, safe routes along the A367 and a recognition that as vehicles are replaced with electric models the emphasis should be on supporting the use of these vehicles, more charging points rather than a plan to reduce the use of the private vehicle in rural areas

We trust you take these comments into consideration when making your decisions on how to deliver sustainable transport into and around Bath, and shape the city’s transport system for the next 10 years.

Kind regards,

**Tanya West - Parish Clerk
Peasedown St. John Parish Council**

DRAFT**Appendix C565i - Schedule of payments made since the Full Council meeting on 16th February 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
05/02/2021	E-ON	RG Changing Rooms Electric	C352 - 12/05/2020	£30.02	£1.50	BACS
18/02/2021	AED Locator (E.U.) Ltd.	HeartSafe Defibrillator Cabinet to Replace Broken at Co-op	C542 - 16/02/2021	£895.00	£179.00	BACS
21/02/2021	J Murtagh Tree Services	Chipper & Tool Hire for Hedge Cut at LaxtonWay & WellowTynin	Fin. Regs. 4.1	£70.00	£0.00	BACS
22/02/2021	Avon Trailer Towbar Centre Ltd.	Repairs to tow hitch on trailer following vandalism	Fin. Regs. 4.1	£121.95	£24.39	BACS
26/02/2021	Softcat Plc	MS Office 365; Visio; Conf Call Subscriptions - Jan 2021	C513 - 05/01/2021	£373.05	£74.61	BACS
28/02/2021	Allstar Business Solutions Ltd.	Fuel Card - February 2021	C352 - 12/05/2020	£2.09	£0.42	Direct Debit
28/02/2021	Apollo Technology Solutions Ltd.	4x Lenovo V15 Laptops incl. set-up/installation for Cllrs	C459 – 20/10/2020	£1,545.00	£309.00	BACS
01/03/2021	Avon Local Councils' Association	Annual Membership Subscription to ALCA 2021-22	C565 - 16/03/2021	£977.99	£0.00	BACS
01/03/2021	Sage (UK) Limited	Online subscription to Sage 50 Accounts - March 2021	Fin. Regs. 4.1	£41.00	£8.20	Direct Debit
01/03/2021	Screwfix Direct Ltd. & B&Q	Bungee cord assortment	Fin. Regs. 4.1	£4.16	£0.83	BACS
01/03/2021	Screwfix Direct Ltd. & B&Q	2x Pairs gloves for Caretaker	Fin. Regs. 4.1	£16.65	£3.33	BACS
01/03/2021	Society of Local Council Clerks	Annual Membership Subscription to SLCC 2021-22	C545 – 16/02/2021	£234.00	£0.00	BACS
02/03/2021	SWALEC / SSE	Streetlighting Electric - 02/02/21 to 01/03/21	C352 - 12/05/2020	£110.69	£5.53	Direct Debit
05/03/2021	Avon Local Councils' Association	Chairing Virtual Meetings Skills Course - COD & AGS	Fin. Regs. 4.1	£70.00	£0.00	BACS
05/03/2021	SWALEC / SSE	BH Gas - 26/11/20 to 04/03/21	C352 - 12/05/2020	£631.06	£31.55	BACS
15/03/2021	The Hive	Grant - Peasedown Youth Partnership - Youth Work Provision	C549 - 16/02/2021	£5,000.00	£0.00	BACS
16/03/2021	Lloyds Bank plc	Credit Card - February 2021 - Statement Reconciled as per Fin. Regs. 5.5	Fin. Regs. 6.20	£627.42	£0.00	Direct Debit
				£10,750.08	£638.36	

PEASEDOWN ST JOHN PARISH COUNCIL ADVISORY PANEL RECORD FORM

CLIMATE AND ENVIRONMENT ADVISORY PANEL

Commissioning Group:	Full Council
Date of Formation (minute reference):	C568 – 16/03/2021
Date Disbanded (minute reference):	
Chair:	CLlr Conor Ogilvie-Davidson

Terms of Reference	
General Purpose:	To investigate into Climate and Ecological Emergency related matters and how they can be influenced by the Parish Council. To present the results of the investigation and any recommendations to Full Council, along with an action plan of delivery.
Specific Aims:	<p>1. To look at ways the Parish Council can amend its own activities to reduce their impact on the Environment, such as:</p> <ul style="list-style-type: none"> ➤ Switching to renewable tariffs for energy; ➤ Considering the direct use of renewable energy sources such as solar panels; ➤ Using local suppliers and contractors; ➤ Aiming to recycle and use sustainable/recyclable/biodegradable materials etc. when possible. <p>2. To investigate ways the Parish Council can work with the wider community to encourage them to reduce their impact on the environment, such as:</p> <ul style="list-style-type: none"> ➤ The installation of a charging point (or points) for electric cars; ➤ Improvements to cycling and walking routes; ➤ Tree planting (in conjunction with the Tree Planting & Natural Environment Advisory Panel); ➤ Areas of wildflower planting; ➤ Water bottle refill stations; ➤ Information or event to raise awareness of environmental issues. <p>To work with other organisations where possible, such as the Peasedown Environment Group, to obtain their feedback and assistance with these investigations and potential implementation.</p>
Success Criteria:	Completion of investigations and presentation of recommendations for consideration at Full Council. If any recommendations result in action items; then the successful implementation of these actions.
Duration:	Mid-term; until any agreed action items are completed.
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 pre-reading etc. where required.
Membership:	CLlrs Conor Ogilvie-Davidson; Jonathan Rich; Kathy Thomas. Debbie Parish or Tanya West will be designated staff support.

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

TREE PLANTING & NATURAL ENVIRONMENT ADVISORY PANEL

Commissioning Group:	Finance & Amenities
Date of Formation (minute reference):	C569 – 16/03/2021
Chair:	Cllr Conor Ogilvie-Davidson
Date Disbanded (minute reference):	

Terms of Reference	
General Purpose:	To undertake an annual review the Parish Council tree stock and works and to make plans for succession planting. To make plans for tree planting events in conjunction with as many members of the community as possible.
Specific Aims:	<ul style="list-style-type: none"> ➤ To identify locations for new and infill tree planting to take place; to take into account historical and practical considerations. ➤ To review the tree surveys and associated tree maintenance works, at least on an annual basis, and make recommendations for budgets and works required in preparation for budget setting. ➤ To work with various groups/organisations in the village [e.g. Peasedown Environment Group] to involve them with tree planting, maintenance and associated activities. ➤ All the above in conjunction with the Clerk and staffing team.
Success Criteria:	Completion of investigations/recommendations/activities on tree related matters assigned to this Advisory Panel for consideration at the relevant Finance & Amenities Committee/Full Council meeting.
Duration:	Long-term; it is intended for this Advisory Panel to run for the duration of the council year and to be reappointed at the Annual Finance & Amenities Committee meeting in June/July.
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. Adi Davis; Gavin Heathcote; Simon Kidd; Andy Larcombe; Conor Ogilvie-Davidson; Jonathan Rich; Kathy Thomas; Les Sprake. Tanya West is the designated staff support.

**PEASEDOWN ST. JOHN PARISH COUNCIL
ADVISORY PANEL RECORD FORM
CHRISTMAS LIGHTS ADVISORY PANEL**

Commissioning Group:	Full Council
Date of Formation (minute reference):	C132 – 10/09/2019 & Amended C574 – 16/03/2021
Date Disbanded (minute reference):	
Chair:	Cllr Conor Ogilvie-Davidson

Terms of Reference	
General Purpose:	To plan the Christmas Light display for 2020 and beyond.
Specific Aims:	<ul style="list-style-type: none"> ➤ To look at the availability of different Christmas light motifs; ➤ To consider whether to replace the existing display with alternative options from those available; ➤ To consider whether to recommend any other changes (such as additional lights); ➤ To investigate less expensive options to extend the Christmas lighting display such as: <ul style="list-style-type: none"> ○ lights on the gazebo at Ashgrove Cemetery ○ lights on the gable end of Beacon Hall ○ an additional Christmas tree next to Beacon Hall ○ possible joint project with local businesses for wall-mounted Christmas trees ➤ To investigate pricing options for the Christmas lighting contract for 2022, including the possibility of a 3-year agreement.
Success Criteria:	A recommendation to Full Council, presented on or before the December meeting, for the following years annual Christmas Light display.
Duration:	Long-term; it is intended for this Advisory Panel to run for the duration of the council year and to be reappointed at the Annual Full Council meeting in May, unless a contract of longer than 1-year is established for the hire of the motif lights.
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 Jo Davis; Mandy Clarke; Richard Clarke; Conor Ogilvie-Davidson Debbie Parish is the designated staff support.