



**An Emergency Meeting of Batheaston Parish Council is to be held
at 7:15pm on Tuesday 16th November 2021**

This meeting will be held at the Rhymes Pavilion, Coalpit Road, BA1 7NW

AGENDA AND NOTICE OF MEETING

PROCEDURAL MATTERS

- 1. Public participation** regarding matters on the agenda.
- 2. To receive** apologies for absence.
- 3. To receive** any declarations of interest from Councillors.
- 4. Minutes of Previous Meetings**
 - 4.1. To approve** the minutes of the meeting of Council held on 14th October 2021 (Clerk, A).

URGENT MATTERS

5. Highways

5.1. Streetlights

- 5.1.1. To receive** a proposal to upgrade and repair the 7 streetlights that the Council maintains around School Lane, Muddy Lane, and the Playground. (Clerk, A)
- 5.1.2. To approve** the proposal authorising expenditure of up to £5,000.

5.2. To approve the following items for the Council's Christmas Festivities: (Cllr McCarthy)

- 5.2.1.** £400 for the set-up of the Christmas Lights on the Pavement for 4 December turn-on.
- 5.2.2.** £90 for 6 Christmas trees (6 x £15) to be fixed atop the pavement poles (for the lights on the pavement)
- 5.2.3.** £100 for the Party for the official turn-on of the lights on Saturday, 4 December at 6 pm (with Christmas Carols), to provide mince pies, mulled wine, and other seasonal refreshments.
- 5.2.4.** £30 for batteries for the 6 green box planters and bay trees throughout the Village (on London Rd West; London Rd East; Northend; The Batch; and School Lane).

FINANCE MATTERS

6. Internal Audit

- 6.1. **To resolve** to reappoint Bridget Bowen to conduct the Council's Internal Audit for the current year, at a cost of approximately £500, to cover a day for the core audit, and up to ½ day for additional assistance.

7. Finance Update

- 7.1. **To receive** a verbal report from the Clerk.

8. Clerks Report

- 8.1. To receive a verbal report from the Clerk.

9. **To receive** an oral report from the Chairman.

10. Playground Working Group

- 10.1. **To resolve** that for the remaining items on the agenda members of the public should be excluded from the meeting. This in the public interest owing to the commercial confidentiality of the submissions made to the Council in accordance with Public Bodies (Admission to Meetings) Act, 1960.
- 10.2. **To receive** the submissions made to the Council regarding the upgrade of the Playground, and a summary report from the Clerk. (Clerk, A).
- 10.3. **To approve** the submission that is most advantageous for the community, and **to resolve** that the Clerk should formally instruct the chosen supplier subject to confirmation of final details.

Upcoming Meetings: -

Co-option Meeting, 30th November 2021

Council Meeting, 30th November 2021

Council meetings are open to the public, and members of the public are welcome to join and may speak by invitation

Signed: -  Parish Clerk

Date issued: 11th November 2021