

Batheaston Parish Council

**Minutes of an Emergency Meeting of Batheaston Parish Council
held at 7:15pm on Thursday 16th November 2021, at the Rhymes Pavilion.**

**Present: Councillors Hannah Squire (Chair of Council), Peter Bryant,
Catherine McCarthy, Alexis Pavlou, Sue Peachey.**

In attendance: Richard Maccabee (Clerk).

PROCEDURAL MATTERS

1. Public participation

- 1.1. A representative of the playground subgroup for design spoke, which has started to sketch out initial designs for the Playground refurbishment. She mentioned the need to take into account the Equalities Act.
- 1.2. She asked whether any particular constraints were attached to the grant of funds from Enover for the Playground? The Clerk confirmed there were none.
- 1.3. She also commented that she thought that it was unfortunate that there was a motion to hold the discussion of the tenders for the first phase of the project (Item 10.1 below) in closed session.

The Clerk will provide a full reply to this issue in writing.

Clerk

2. Council received apologies for absence from Alison James.

3. There were no **declarations of interest** from Councillors.

4. Minutes of Previous Meetings

- 4.1. Council approved the minutes of the meeting of Council held on 14th October 2021.

URGENT MATTERS

5. Highways

5.1. Streetlights

- 5.1.1. **Council received** a proposal to upgrade and repair the 7 streetlights that the Council maintains around School Lane, Muddy Lane, and the Playground.
- 5.1.2. **Council approved** the proposal authorising expenditure of up to £5,000.
- 5.1.3. **Council approved** the following items for the Council's Christmas Festivities:
 - £400 for the set-up of the Christmas Lights on the Pavement for 4 December turn-on.
 - £90 for 6 Christmas trees (6 x £15) to be fixed atop the pavement poles (for the lights on the pavement)
 - £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.
 - £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. Council resolved 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. Council received a verbal report from the Clerk, indicating that Finances were progressing in-line with expectations set in the budget. In answer to a question her confirmed that the replacement of the streetlights in 5.1 was not fully budgeted, but that reserves were available to cover this cost.

8. Clerks Report

- 8.1. **Council received** a report from the Clerk

9. Council received an oral report from the Chairman.

10. Playground Working Group

- 10.1. **Council resolved** 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. **Council received** the submissions made to the Council regarding the upgrade of the Playground, and a summary report from the Clerk.
- 10.3. **Council approved** the submission that is most advantageous for the community, and to **resolved** that the Clerk should formally instruct the chosen supplier subject to confirmation of final details.

Meeting Closed 8:25pm

Upcoming Meetings: -

7:00pm, Tuesday 30th November 2021, Co-option Meeting

7:30pm, Tuesday 30th November 2021, Full Council Meeting

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

Signed by Cllr Hannah Squire, Chair of Council:

Date: