C-918 **Public Participation – G Ward**
Delighted to be re-elected and wishes to build “bridges” with the BPC and B&NES Cabinet and officers. Has already written to the Cabinet for Highways about fixing the Pavement at the Shops. Cllr Ward is concerned about the river and access, Wildlife and the Meadows.

**Public Participation – P Fear**
Delighted to see the full turn-out and wished the new Parish Council well.

C-919 **Apologies for Absence**
Full attendance

C-920 **Acceptance of Office**
All Councillors signed their “Acceptance of Office” forms in the Clerk’s presence. The forms will be copied and the masters forwarded to the V Hitchman - B&NES Returning officer.

C-921 **Register of Interests**
All Councillors signed their “Register of Interest” forms The forms will be copied and the masters forwarded to the V Hitchman - B&NES Returning officer.

C-922 **Election of Chairman**
Proposed H Smallwood Seconded R Mimmack 
RESOLVED – (Unanimously) That Cllr George Riley be appointed Chairman for 2015 - 2016

C-923 **Election of Vice-Chairman**
Proposed V Drew Seconded G Riley 
RESOLVED – (Unanimously) That Cllr Rob Mimmack appointed Vice-Chairman for 2015 - 2016

C-924 **Co-option of Councillors**
(a) Deferred until 19th May Meeting when Councillors have understood the needs of each Committee.

C-925 **Adoption and Standing Orders.**
(a) The recently reviewed SOs by the GPC to be adopted. Deferred until 19th May Meeting when Councillors have understood the requirements of the SOs.
(b) Treatment of Petitions Councillors have understood the
(c) Risk assessment Policy

C-926 **Composition and Membership of Committees**
Deferred until 19th May Meeting when Councillors have understood the needs of each Committee.

C-927 **Parish Council’s Representations on Other Bodies**
Deferred until 19th May Meeting when Councillors have understood the needs of each Committee.
B’ton Leisure Association (BLA) Youth Club (YC)
B’ton Neighbourhood Group (BNG) Valley Parishes Alliance
ALCA Bath Preservation Trust
Primary School Pending invitation from the Schools Governing Board

C-928 **Bank Account and Audit Requirements.**
Usually the cheque signatories are any two of the Chairmen of the Standing Committees, the Council Chairman and Vice-Chairman.
Until the new Committee Chairmen are all elected – and their signatures deposited at the Bank – this Meeting agreed that the signatories be E Adams, C Bond, N Clutterbuck, D Gledhill and G Riley.
Mandate papers will be “fast-tracked” by the Bank.
Monthly Accounts will be internally audited by Cllr Clutterbuck.
Final year accounts to be audited by an independent non-Council Auditor before passing to the External Auditors (as appointed by the Government).
Proposed P Blanking Seconded P Burcombe RESOLVED – (Unanimously)

C-929 **Authorisation of Regularly Occurring Amounts**
Proposed V Drew Seconded D Gledhill 
RESOLVED – That the Council authorises payments of the following items until the next Annual Parish Council Meeting: -
(a) Wages and Salaries at rates approved by the Parish Council, and payments to the Inland Revenue
(b) Contracts made by the Parish Council = Street Lights Maintenance & Power; Water Rates; Garage Rental; Electricity Accounts; Highways Maintenance equipment; Telephone Accounts, Toilet Facilities.
(c) Administration costs = Audit Fees; Stationery; Postage; Photocopying; Office Rental; Travel Expenses; Toilet materials & Power; Cleaning Supplies.
(d) Items of Petty Cash not exceeding £50-00
C-930 Minutes of Meeting held 17th March 2015

Proposed  P Blanking } RESOLVED - That the Minutes be formally approved as presented.
Seconded  G Riley  } (Unanimously)

C-931 Matters Arising from the above Meeting

(a) The paper on “Petitions Procedure” will be considered at the 19th May Meeting.
(b) The HFL is dealing with the ‘illegal’ speed Table in the High Street and Pavement at the Shops.
(c) Details of the BPC’s advice to B&NES regarding “Designated Green Spaces” is posted to the BPC website. Cllr Ward stressed that this DGS advice is important.

C-932 Receipt of Standing Committee Reports – The Clerk reviewed each set of recent Minutes

General Purposes Committee (28th April)

(a) Car Park/Gardens.
A 99-year Lease is being pursued from B&NES. A B&NES draft of Terms of Reference was reviewed by the BPC’s solicitor, a Buildings survey and a Costing for Repairs have been completed.
Now waiting B&NES reactions and comments.
(b) Standing Orders
First issued in 1983 and changes advised by NALC/ALCA as legislation is passed.
There is an on-going Review in progress but the recently issued SOs are recommended for approval, with further changes to be investigated i.e. are procedures required for the election every 4 years?

Planning & Environment Committee (28th & 7th April)

(g) Decisions by the PEC represent the views of the whole Parish Council.
A recommendation in ‘Any Other Business’ can need ratification.

Proposed  V Drew  } RESOLVED - That P-874(d) be struck from the minutes dated 7th April
Seconded  D Gledhill  } (Unanimously)

Neighbourhood Plan Committee (21st April)

(h) Toilet Block
The GPC is pursuing the Lease of this building and the NPC is pursuing how to utilise.
It has been proposed that for £1600/annum the Disabled Unit could be re-opened as a Uni-sex Toilet but B&NES (it seems) still prefers to concentrate on Bath facilities. Cllr Ward promised to pursue.

(j) Village Centre Scheme
All presentations well received and programme needs follow-up.

(k) Neighbourhood Plan
Programme is promising and now needs further action.
Proposed  P Burcombe  } RESOLVED - That all the above Reports be accepted as presented.
Seconded  S Hagen  } (Unanimously)

C-933 Presentation of Unaudited Accounts

(a) March 2015 – Year End Summary. All figures versus Budget
Income = A loss of £1930  Due to cancellation of Toilets Lease and Gardening contracts
Expenditure = A saving of £34383  Gardener & Toilet Wages reduced £5000, Pavement at Shops not completed = £10000; N’hood Plan waiting initiation £15000; Church Wall not initiated £4000

April 2015
The unaudited figures to be reviewed by the GPC (and verified by our Internal Auditor) indicate: -
Income = £252  more than Budget
Expenditure = £534  less than Budget

(b) Special Payments for May / June / July 2015
Buildings survey £1000, ALCA Subscription £457; BLA donation £750; Youth Club Donation £1750; Youth Club 2nd Evening £6000; No3 Garage Rental £342; Lease Legalities £1800; Play Area Grass Cutting £138

(c) Audit of Accounts 2014 - 15
Accounts for last year cleared by the non-Council independent Internal Auditor.
Now issued to Grant Thornton – the Government appointed External Auditors.
The Accounts advertised as available for viewing by any resident between Monday 18th May and Wednesday 12th June 2015.

Proposed  D Gledhill  } RESOLVED - That the Accounts, Special Payments and Audit data be approved.
Seconded  G Riley  } (Unanimously)

C-934 Timetable May 2015 – May 2016

(a) This new Council has the right to alter – as the committees settle down and confirm “their” programmes. But once settled please maintain and not change each month.
(b) This Meeting agreed to defer next Tuesday’s NPC Meeting to concentrate on a “Training” session.
An Agenda will be issued on Thursday 14th May.
C-935 **Chairman’s Report**

(a) Delighted to be elected as chairman and looking forward progressing all previously initiated programmes.
(b) Wishes to finalise the improvement of the Pavement at the Shops;
(c) Completing the “Village Centre” proposals is a priority;
(d) Must continue to overcome the many ‘parking’ problems;
(e) Wants all Councillors to be active in their chosen Committees;
(f) Do enjoy all the Meetings, and walk the village and ask residents for their “Wants” and “wishes”.
(g) The District Councillors have funds of up to £8000 to distribute throughout their 9 x Parish Councils – but need specific requests.
(h) It was agreed that a “Vote of Thanks” should be sent to P Fear and M Corbett.

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C-936 **Clerks Report**

(a) Concerned about achieving prompt signatories for our cheques;
(b) The BPC needs a website administrator;
(c) The BNPC needs a “Mailchimp” editor

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C-937 **Press Release**

A photograph taken of the new Council for issue to the Chronicle.

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C-938 **Date of next Meeting :-**

- **Tuesday 19th May 2015 at 7-15 pm in The Rhymes Pavilion (Training)**
- **Tuesday 20th July 2015 at 7-15 pm in The Rhymes Pavilion (To be confirmed)**

Chairman..............................................................Date........................................