

Batheaston Parish Council

A Meeting of Batheaston Parish Council is to be held at 7:15pm on Tuesday 9th July, 2019 in the Rhymes Pavilion.

(A) = Councillors please see attached documents.

The Neighbourhood Plan is to be sent by the Working Group directly to all councillors after their meeting on 4th July. This is to be considered an attachment to the agenda please, although not attached by me. Please read in advance of the meeting. Thank you 😊

Agenda and Notice of Meeting

1. Public Participation

2. **To receive** apologies for absence.
3. **To receive** any declarations of interest from councillors.
4. **To approve** the minutes of the meeting held on 25th June, 2019 (A)
5. **To sign** contract with AJ Rich Landscaping. (A...)
6. **To sign** agreement with Ibstock Enover. (A)
7. **To sign** appointment of internal auditor letter. (A)
8. **To note** damage to house in The Batch from fallen branch from the Jubilee Oak (a BPC tree).
9. **To resolve** to pay up to £300 for a tree-safety survey and to arrange this annually.

10. HR Committee Report

10.1. Councillor training recommendations

- 10.1.1. Being a Good Councillor Course
- 10.1.2. Planning Course
- 10.1.3. Chairing Course

10.2. Meeting frequency and other recommendations to reduce clerk's working hours

11. **To resolve to set up a financial committee** (Proposed and (A) by Patrick Vandesteen) which supports the clerk in managing the finances of the council and ensures, on behalf of the councillors, that we deploy best practices procedures and oversight. Based on discussion and internal audit comments, a first priority would be to construct and account for the asset register.

12. Working Groups Update

12.1. Parking

- 12.1.1. **To note a complaint** made by a resident about being unable to park in the car park
- 12.1.2. **To resolve to negotiate** contract with SmartParking.

12.2. Highways Working Group

- 12.2.1. **Update and give feedback** on 19-008 TRO 2019 parking plans from B&NES (A)

12.3. Neighbourhood Plan Working Group

- 12.3.1. **To resolve** to submit the neighbourhood plan to B&NES. (**Attachment to be sent by WG**)

12.4. Play Area Working Group

- 12.4.1. **To note that B&NES are holding £18,789.78 Section 106 money** for us that they can release for us to spend on off-site play provision that must be spent by 25th January, 2022. Approved for inter-generational play use.

13. **To resolve to do** ICS Connect for our 23rd July meeting – Emily will explain!

14. **Planning**

To review the following planning applications from B&NES.

Application Type: Listed Building Consent (Alts/exts)

Site Location: **203 London Road** East Batheaston Bath Bath And North East Somerset BA1 7NB

External alterations to replace existing artificial slates to main mansard roof and rear lean to roof with natural Spanish slates. Replace existing painted timber casement window to second floor bedroom, to include new slimline double glazing.

Reference Number: 19/02768/LBA Case Officer: Wendy Tomlinson

Application Type: Tree Works Notification in Con Area

Site Location: **Pine Cottage 44 Northend** Batheaston Bath Bath And North East Somerset BA1 7ES

Goat willow - prune the parts overhanging the boundary as it has caused problems filling the gutters with Catkins

Reference Number: 19/02839/TCA Case Officer: Jane Brewer

Application Type: Full Application

Site Location: **Bathford Nurseries** Box Road Bathford Bath Bath And North East Somerset BA1 7LR

Description of Proposal: Erection of 10 dwellings, new vehicular access and associated works on land adjacent to Bathford Nurseries

Reference Number: 19/02818/FUL Case Officer: Rae Mepham

To note the following decisions by B&NES: -

Prospect House Seven Acre Lane Batheaston Bath Bath And North East Somerset
of top floor room to bathroom.

Application Number: 19/01969/LBA

B&NES granted **CONSENT**.

--

17 Barnfield Way Batheaston Bath Bath And North East Somerset BA1 7PW

Erection of single storey side and rear extensions and rear decking with conversion of garage and removal of garage door (Resubmission)

Application Number: 19/01947/FUL

B&NES **permitted** this application.

--

Application Type: Listed Building Consent (Alts/exts)

Site Location: **Old House Northend Batheaston Bath Bath And North East Somerset**

Description of Proposal: Retention of vehicle gate and boundary wall.

Application Number: 19/01229/LBA Case Officer: Helen Ellison

Further to our earlier letter regarding the application as described above, I write to advise you that the decision was made on 1st July 2019 and was as follows:-

WITHDRAWN

15. **To resolve** to accept quote from EMW Maintenance to repair Riverside car park height barrier so it can be padlocked and railing between vehicular and pedestrian access £520 +VAT.

16. To resolve to make the following payments and sign invoices.

Tom Ledbury Invoice No. 1664 Grass Cutting	£90.00
SSE Lighting Invoice No. 880038 Streetlight maintenance	£91.31
Combe Fencing 2907/ KC repairs chainlink fence near brook	£300.00

Bridget Bowen Invoice No. 00081 Internal audit	£300.00
HMRC for PAYE and NI to end of May, 2019.	£117.51
Clerk's expenses 2 nd January to 30 th June (HR Committee approved) (Also includes £148.80 for training costs paid by Sarah directly)	£355.03
Clerk (paid for building contract on personal card as hit credit limit)	£74.40

17. To note the following transactions through the Current Account in June.

12-Jun-19	BATHEASTON PC	BARCLAYS CLOSURE	10.00
12-Jun-19	BATHEASTON PC H	BARCLAYS CLOSURE	206.67
13-Jun-19	Transactic	5 Petty cash paid in	57.22
14-Jun-19	B/P to: RS King	Tree felling	-1,120.00
14-Jun-19	B/P to: Greenfingers Tradi	Benches	-304.93
14-Jun-19	B/P to: Friends of Bathamp	Grant	-476.00
14-Jun-19	B/P to: SSE	Electricity	-47.41
14-Jun-19	B/P to: Tony Hill	Plumbing repairs	-200.00
14-Jun-19	B/P to: Tom Ledbury	Grass Cutting	-90.00
14-Jun-19	B/P to: Viking Direct	Office and cleaning	-55.72
14-Jun-19	B/P to: C Gregory	Secret Garden Purchase	-25.18
14-Jun-19		Hire Fee	15.00
20-Jun-19	Direct Debit (ESLIP PAYROLL)	Payroll Company	-23.26
28-Jun-19	TOTAL WAGES		-1,614.31
28-Jun-19	B/P to: B&NES	Grass Cutting	-1,823.66
28-Jun-19	B/P to: B'on Twinning Assc	Grant	-1,000.00
30-Jun-19	Service Charge		-18.00

(Plumbing repair was authorised 190312 6.1 for £150. Extra cost was for toilet repair.)

To note the Following Transactions on Multipay Card in June (draft)

Date	Details	Payments
01/04/2019	Balance brought forward	
04/06/2019	Greenfingers - trial bench	£67.97
04/06/2019	GS Products - vine wires	£113.12
04/06/2019	Screwfix - oil, light bulb, dust mask PPE	£27.96
04/06/2019	GS Products - vine wires	£9.44
04/06/2019	Screwfix - vine wires	£29.72
05/06/2019	Information Commissioner's Office	£40.00
27/06/2019	Nisbets	£31.74
27/06/2019	Bathford Nursery	£30.00

18. To receive and agree financial report for June 2019 YTD (A)

19. Clerk's report

- 19.1. Meeting with clerks from sister parishes re youth club support, training, peer liaison etc.
- 19.2. Phishing and phone calls.

20. Chairman's report

21. Update from CURO.

Upcoming Meetings: -

7:15pm on 23rd July in the Rhymes Pavilion TBC

These are open meetings.

Members of the public are welcome to attend and may speak by invitation

Signed: -  Parish Clerk

Date issued: 4th July, 2019