



**A Meeting of Batheaston Parish Council is to be held  
at 7:15pm on Tuesday 16<sup>th</sup> June 2020**

**This meeting will be held online, using Zoom at [zoom.us/join](https://zoom.us/join), or by dialling  
one of: 0203 481 5240, 0131 460 1196, 0203 051 2874, or 0203 481 5237.**

**Meeting ID is 895 7551 1774**

**Agenda and Notice of Meeting**

1. **Public participation** regarding matters on the agenda
2. **To receive** apologies for absence
3. **To receive** any declarations of interest from councillors
4. **To approve** the minutes of the meeting of Council held on 12<sup>th</sup> May April 2020 (A)
5. **To approve** the minutes of the extraordinary meeting of Council held on 22<sup>nd</sup> May 2020 (A)

**6. Planning**

- 6.1. To review** the following planning application from Bath and North East Somerset Council:

Application Type: Full Application

Site Location: Mulsanne House 246A High Street Batheaston BA1 7RA

Description of Proposal: Conversion of an existing two storey garage to a separate dwelling

Name of Applicant: Mr & Mrs Andrew Haines

Reference Number: 20/01605/FUL Case Officer: Dominic Battrick

Application Type: Full Application

Site Location: 12A Elmhurst Estate Batheaston BA1 7NR

Description of Proposal: Insertion of rooflights into roofslopes, alterations to window configuration to south gable and erection of small motorcycle shed in front garden

Name of Applicant: Mark and Isobel Russell

Reference Number: 20/01663/FUL Case Officer: Danielle Milsom

Application Type: Tree Works subject to TPO

Site Location: Little Court Bannerdown Road Batheaston BA1 7NE

Description of Proposal: Sycamore (T4)-Remove all branches below first fork and saplings. (Causes shade, blocks sun and heat)

Name of Applicant: Ms Jane Gifford

Reference Number: 20/01949/TPO Case Officer: Jane Brewer

**6.2. To review** the Appeal that has been made to the Planning Inspectorate in respect of:

Planning Application 18/03934/FUL, dated 28 August 2018

Site Location: Barn Bailbrook Lane Lower Swainswick

Description of Proposal: Prior approval request for a change of use from office (Use Class B1a) to dwelling (Use Class C3).

Appeal Ref: 20/00022/RFAGR

Application Ref: 19/03218/ODCOU Planning Inspectorate Appeal Ref: 3248638

Appeal Start Date: 22 May 2020

Appellant: Mr Andrew Mercer

Comments can be online at <https://acp.planninginspectorate.gov.uk>, or by post to The Planning Inspectorate, Team West 1, 3P, Temple Quay House, 2 The Square, Bristol.

Council objected to this Planning Application.

**6.3. To note** the following decisions on planning applications have been notified by Bath and North East Somerset Council since the March Council Meeting:

Application Type: Full Application

Site Location: Old House Northend Batheaston

Description of Proposal: Erection of a parking area gate mechanism, boundary pier and replacement walling. (Retrospective)

Name of Applicant: Mr & Mrs Humphrey

Application Number: 19/05507/FUL

Case Officer: Helen Ellison

Decision: REFUSE.

Application Type: Listed Building Consent (Alts/exts)

Site Location: Old House Northend Batheaston

Description of Proposal: External alterations for the erection of a parking area gate mechanism, boundary pier and replacement walling. (Regularisation)

Name of Applicant: Mr & Mrs Humphrey

Application Number: 19/05508/LBA

Case Officer: Helen Ellison

Decision: REFUSE.

Application Type: Full Application

Site Location: 64 Catherine Way Batheaston BA1 7NY

Description of Proposal: Erection of a replacement two storey extension and dormer window following demolition of existing structure

Name of Applicant: Mr & Mrs Coombe

Application Number: 20/00893/FUL

Case Officer: Dominic Battrick

Decision: PERMIT.

In all of the above cases, Council had resolved not to object to the application.

**6.4. To note** the outcome of the Appeal to the Secretary of State to relating to Planning Application 18/03934/FUL, dated 28 August 2018, for 47 Bailbrook Lane, Lower Swainswick, Bath BA1 7AL was refused.

7. **To note** the review of the Clerk's probation and acceptance of permanent appointment (Cllr Vandesteen)

8. **Governance Matters**

8.1. **To note** a paper which reaffirms the core purpose of the Council: to deliver better outcomes for the village (Cllr Vandesteen, A).

8.2. **To resolve** to dissolve the Working Groups and Committees that have not met regularly, have no documented and agreed terms, and/or are no longer quorate (Cllr Vandesteen, A).

8.3. **To resolve** to nominate a minimum of 2 Councillors to consult with Councillors on new Committee and Working Group structure and membership, and to bring forward proposals for approval at the July meeting of the Council.

8.4. **To resolve** to adopt the process for co-option of Councillors (Cllr Vandesteen, A). This document comprises:

8.4.1. Text in black, which is the minimum standard policy amongst Parish Councils.

8.4.2. Text in red, which indicates discretionary policy options, each of which the Council needs to consider before adoption.

8.5. **To resolve** that within the following 5 working days the Clerk will, with the assistance of Councillors, publicise the approved Council Co-option Process, and invite candidates for co-option in all channels used by residents for a co-option meeting to be held at the July BPC meeting.

9. **Finance**

9.1. **To note** the draft minutes of the meeting of the Finance Committee on 28<sup>th</sup> April 2020 (Cllr Gregory, A)

9.2. **To receive** a report from the Chairman of the Finance Committee (Cllr Gregory, A).

9.3. **To approve** the Grant Application Form and Policy (Cllr Gregory, A).

9.4. **To consider and approve** the Grant Application from Friends of Batheaston School application for £1,000 to restore access to the pond in the school grounds (Cllr Gregory, A).

9.5. **To consider and approve** the Grant Application from Friends of Bathampton Meadow application for £435 as a contribution to cutting the grass on Batheaston Meadows (Cllr Gregory, A).

9.6. **To approve** the Assets Register Policy (Cllr Gregory, A).

9.7. **To approve** the Annual Statement of accounts (Clerk, A).

**9.8. To approve** the Monthly Transactions (Clerk, A), including

9.8.1. The application for Batheaston.gov.uk domain for a cost of £109 plus VAT for the first 2 years (Clerk, A)

9.8.2. The proposal to move to Microsoft 365 for email, document management, calendar, and other administrative functions (Clerk, A).

**10. To receive** a report from Cllr McCarthy on behalf of the Highways Working Group. (Cllr McCarthy, A).

**11. To resolve to approve** a proposed submission on BANES' Local Plan Partial Update and nomination of sites (Clerk, A).

**12. Clerk's Report**

**12.1. To note** a report from the Clerk, including update on preparation for the Internal Audit (Clerk, A).

**12.2. To resolve** to extend the delegated authority to the Clerk for a further period, until the July meeting.

**13. Chairman's Report**

**Upcoming Meetings: -**

Finance Committee, Date to be confirmed, w/c 13<sup>th</sup> July or 20<sup>th</sup> July 2020

Parish Council Meeting, 7:15pm on Tuesday 14<sup>th</sup> July 2020

These are open meetings, and are advertised on [www.batheaston.org](http://www.batheaston.org)

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

Signed: - 

Parish Clerk

Date issued: 11<sup>th</sup> June 2020