

## **Batheaston Parish Council**

### **Minutes of an Extraordinary Meeting of Batheaston Parish Council held at 7:15pm on Tuesday 13<sup>th</sup> July 2021, at the Rhymes Pavilion.**

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

In attendance: Richard Maccabee (Clerk).

#### **PROCEDURAL MATTERS**

##### **1. Public Participation.**

###### **1.1. Grow Batheaston**

1.1.1. Representatives of Grow Batheaston gave an update on recent and planned activities.

1.1.2. The Community Day on 26<sup>th</sup> June had been a great success. Grow Batheaston plan to hold another event on 4<sup>th</sup> September, and invited the Council to take part in this.

**2. Apologies for absence** were received from Andrew Lea and Alison James.

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

##### **4. Minutes of previous meetings**

**4.1. Council approved** the minutes of the meeting of Council held on 9<sup>th</sup> March 2021.

**4.2.** The Clerk apologised that he had not been able to present the minutes of Council the meetings held on 23<sup>rd</sup> 2021 and 30<sup>th</sup> March 2021 and moved a motion to defer this item.

**Council approved** the motion.

**Clerk**

##### **5. Annual Governance and Accountability Return (AGAR) (Clerk)**

**5.1. The Clerk introduced** the report he had presented, summarising the process for submission of the AGAR, and the subsequent motions.

**5.2. Council received** the Internal Auditor's Report and Recommendations (A), noting that there were a significant number of recommendations, many of which were carried over from 2020/21.

**5.3. Council approved** the submission of the Annual Governance and Accountability Return (AGAR).

**Clerk / Cllr Squire**

#### **VILLAGE MATTERS**

##### **6. Playground Working Group**

**6.1. Council received** a progress report tabled by Cllr Lea in his absence.

**6.2. Council noted** the results of the poll of attendees at the Community Fun Day 26<sup>th</sup> June 2021, indicating the priorities for the development of the Playground.

6.2.1. **Council approved an amendment to the motion to** “to authorise Cllr Lea to proceed to contact suppliers to proceed getting quotes for the 4 items, in accordance with Financial Regulations”

6.2.2. **Council approved** the amended motion.

**Cllr Lea**

## **7. Riverside Working Group**

7.1. This item was deferred as Cllr James absent.

## **8. Parking Working Group (Cllr Peachey)**

8.1. **Council received** a verbal report from Cllr Peachey on progress in assessing options for parking management on the Riverside Car Park.

8.2. Cllr Peachey is also in discussion with providers of electric charging points, with a view to providing a number of these.

8.3. She is also looking at options for providing space for car club car(s).

8.4. Cllr Peachey is continuing to investigate all of the above, and other initiatives, and will present recommendations to Council in due course.

## **9. Grow Batheaston Liaison (Cllr Pavlou)**

9.1. **Council received** a verbal report from Cllr Pavlou, on collaboration with Grow Batheaston.

9.2. He echoed the comments of representatives that the Community Fun Day on 26<sup>th</sup> June 2021 had been a great success.

9.3. **Council approved** his proposal to developing plans for a Summer Party to raise funds for the Playground in late summer.

**Cllr Pavlou**

## **10. Highways (Cllr McCarthy)**

10.1. **Council received** a verbal report from Cllr McCarthy on matters relating to Highways.

10.2. **Council noted** the further development of Penny's Pantry which is held at the Rhymes Pavilion, and the plans for developing this, and that proposals will come forward at a future meeting.

10.3. **Council noted** continued discussions with the proprietor of the new Spar shop on the High Street, and the request for support to run the Post Office in this shop.

## FINANCE MATTERS

### 11. Grant Application for the Village Art Trail

- 11.1. **Council approved** an application for funding of £500 for the Village Art Trail.

### 12. Potential Procurement of Land

- 12.1. **Council nominated** Cllrs Pavlou, Peachey and Squire to work with the Clerk to assess the possibility of procuring the land next to the Batheaston Surgery, and if appropriate, to develop a proposal for consideration at a future Council meeting. The Clerk will coordinate with these Councillors.

**Clerk**

### 13. Finance Update

- 13.1. **Council received** a verbal report from the Clerk. He indicated that following the successful use of the new Finance System to support the Audit this year, he would now progress the preparation of a submission to HMRC to reclaim VAT for previous years.

## STANDING ITEMS AND REPORTS

### 14. Planning Applications

- 14.1. **To review** the following planning application from Bath and North East Somerset Council
- 14.1.1. **Council resolved** to submit a comment to BANES regarding Planning Application Reference: 21/03092/FUL, as follows:  
“to express concerns regarding the aesthetic quality of the proposed extension, noting the proposed flat roof and the choice of materials”.
- 14.1.2. **Council resolved not to oppose** to the following Planning Applications:  
21/02618/FUL, 21/02624/LBA, 21/02699/FUL, 21/02700/LBA, 21/02705/FUL, 21/02877/FUL, 21/02889/LBA, 21/02961/LBA, 21/02962/FUL, 21/02996/LBA and 21/03176/FUL.
- 14.2. Council noted the following decisions on planning applications have been notified by Bath and North East Somerset Council: 21/00549/FUL, 21/01241/FUL, 21/01437/FUL, 21/01579/LBA, 21/01596/VAR, 21/01695/FUL, 21/01711/TCA, 21/01893/FUL, 21/01923/CONDLB, 21/02132/FUL, 21/02374/COND
- 14.3. **Council noted** that the appeal of the decision regarding Application Reference: 20/04544/VAR had been refused.
- 14.4. **Council noted** that an appeal has been filed with respect to Planning Enforcement Reference: 19/00612/UNDEV.

### 15. Clerks Report

- 15.1. **Council approved** the following actions undertaken by the Clerk during the period of delegated authority, noting that for all of these the Clerk sought informal views of appropriate members of Council:
- 15.1.1. Repairs to the House on the Batch, damaged by a branch falling from the Jubilee Oak
- 15.1.2. Clearing and Sanitisation of the Changing Rooms at the Rhymes Pavilion, in preparation for them to be brought back into use for the football club.

- 15.1.3. Additional hours for the Booking Clerk, to assist in financial administration.
- 15.1.4. Clearance of Giant Hogweed and Japanese Knotweed on Council land in the Parish.

**15.2. Council received** a report from the Clerk.

**15.3.** Clerk withdrew this item, which duplicates Item 12

**15.4. Council noted** the action plan for the Clerk, as discussed with the Chief Executive Officer of the Avon Local Councils Association, including the following specific items:

- 15.4.1. The Clerk will give priority to the prompt publication of minutes
- 15.4.2. Council should seek to reduce the number of Extraordinary Meetings
- 15.4.3. Plans are in place to complete the process of reclaiming VAT for the past 3 years.
- 15.4.4. The recommendation that the Finance Committee be replaced with an HR Committee. (to do next meeting?)
- 15.4.5. Working Groups should be established to undertake other work and projects undertaken. These cannot make decisions, but should nevertheless be publicised and open to the community.
- 15.4.6. Wherever possible the Council should seek to adopt model / standard policies. Standing Orders and Co-option next meeting?

**15.5. Clerk Training**

- 15.5.1. **Council approved** that the Clerk will register for the "CILCA" (<https://www.slcc.co.uk/qualification/cilca/>) training course, which he will then need to complete within 12 months.

**Clerk**

**15.6. Training Session for Council**

- 15.6.1. **Council approved** the scheduling of a follow-on training session, with the Chief Executive Officer of the Avon Local Councils Association.

**Clerk**

**16. Oral report from the Chairman.**

- 16.1. Cllr Squire thanks Councillors and Clerk for the positive progress made.

**Meeting Closed 9:15pm**

**Upcoming Meetings:-**

TBC

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: