Batheaston Parish Council

Minutes of a Meeting of Batheaston Parish Council is held at 7:15pm on Tuesday 21st June 2022
Present: Councillors Hannah Squire (Chair of Council), Peter Bryant, Peter Lewis, Catherine McCarthy, Sue Peachey.

In attendance: Richard Maccabee (Clerk).

PROCEDURAL MATTERS

1. **Public participation** regarding matters on the agenda.

    1.1.1. A resident had submitted written comments regarding **item 11.2 on the agenda, the funding of the next edition of the Batheaston Times**, which Cllr Squire relayed to the meeting.

    1.1.2. The resident highlighted that the Council is not fully utilising existing opportunities for communicating to residents, which are free to use: the "Newsroom" on the |Council's website; a regular section in the Local Look from the Batheaston PC; and update email (using the BREDAC database).

    1.1.3. These opportunities should be exploited before paying a significant sum of money, especially in the current economic circumstances.

2. Council accepted **apologies for absence** from Cllr Alexis Pavlou.

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 17th May 2022, which were duly signed by Cllr Squire.

5. **Council elected** Cllr Pavlou as Vice-Chair of Council.

6. **Co-options to the Council**.

    6.1. Wesley Hallam gave a brief presentation, giving am overview of his long experience as a Parish Councillor in Ubley.

    6.2. Kate Skelton outlined her application, as someone who has held various roles in community various community organisations in the 10 years she has lived in the Parish. She described her diverse professional career.

    6.3. Council approved the co-options of both candidates, who duly signed the declaration of acceptance forms, which were counter-signed by the Clerk.

    6.4. Cllr Squire warmly **welcomed Cllrs Hallam and Skelton** to the meeting.

DRAFT UNAPPROVED

VILLAGE MATTERS

7. Queens Platinum Jubilee

7.1. **Council received** a report on the Jubilee Party from Cllr Squire.

7.1.1. She reported that the event had been a great success and thanked all of the Councillors for their fantastic efforts in preparing for and running the event.

7.2. The Clerk indicated that he had not yet completed the accounts for the party and asked therefore that this item be deferred.

7.2.1. It was noted however that the event will not have made a profit, but that this was not the intention.

7.3. **Council approved** a proposal to give a commemorative Jubilee Coin to every child born in the Parish during 2022, as an estimated maximum cost of £150.

7.3.1. Clerk to progress with Cllr McCarthy and distribute with a letter from the chair.

Clerk

8. Highways

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

8.1.1. She highlighted the success of the new hanging baskets, which are proving to be better in dry weather than the previous ones.

8.1.2. A member of the public has come forward to repair the noticeboard for the Riverside Area.

8.1.3. She continues to receive complaints about car parking on pavements, and other Councillors agreed that poor and inconsiderate parking is a problem in a number of parts of the village. It was agreed that this should be an item on the agenda of the next meeting.

Clerk

8.1.4. Similarly, speeding is a pervasive problem, and Councillors discussed various ideas, including vehicle activated signs.

8.1.5. She will attend to the clearing of weeds on the Penthouse Steps with the Council's Handyman.

8.1.6. She informed Council that she and the Clerk have agreed a procedure for the opening of the "green gates" at the junction of Catherine Way and Steway Lane, and will communicate this to residents.

DRAFT UNAPPROVED

Cllr McCarthy / Clerk

8.2. **The replacement of the streetlight** on Northend (outside Fairhaven Cottages) at an estimated cost up to £1,600.

8.2.1. The Clerk explained that this is quite expensive because the whole column needs replacing.

8.2.2. Councillors commented that the light is quite a long way out of the main built-up area, and that it may not be required. Cllr McCarthy agreed to conduct an informal survey of the nearby residents to establish this.

Cllr McCarthy

8.2.3. The Clerk commented that 16 of the Council's 24 lights have been repaired and upgraded to the latest technology over the past year. Councillors requested that the Clerk prepare a summary of all the Parish Council's streetlights, with a view to considering whether to maintain and upgrade these, or in some cases to cease to provide them.

Clerk

9. Riverside

9.1. **Council received** a verbal update from Cllr Lewis as the leader of the Riverside Working Group.

9.1.1. He described the continued positive progress in the Secret and Forest Garden, with a new noticeboard for the latter. He noted that the Gardens had been well used during the Jubilee Party.

9.1.2. As a result of the collaboration between the two teams, the number of green bins required can be reduced from two to one, resulting in a small saving for the Council.

9.1.3. He reported that – following the removal of the two ash trees – a resident has offered to buy a tree to be planted in its place, and to commemorate the Queen's Jubilee.

9.1.4. Finally, he noted that the Riverside Working Group will meet soon.

9.2. Council discussed the resolution to establish a 2-hour limit for parking on the **Riverside Car Park**, as soon as this can practicably be put in place, and up to £1,000 to undertake the necessary work to establish this.

9.2.1. A motion to amend the motion to "establish a 3-hour limit, from 8am to 6pm, Mondays to Saturdays (except bank holidays)" was **approved.**

9.2.2. Council approved the amended motion.

DRAFT UNAPPROVED

Clerk

10. Playground

10.1. **Council approved** the final accounts for Phase 1 refurbishment

10.1.1. The Chair requested a formal item on Phase 2 be included on the agenda for the next meeting.

Clerk / Cllr Pavlou

10.2. **Council approved** the schedule for quarterly external inspections for the remainder of this year, at a cost of up to £400.

11. Batheaston Leadership Group

11.1. The establishment of a committee to oversee improved communications with residents by all community organisations

11.1.1. The Clerk apologised that he had not provided the paper for this item. The item was deferred to the next meeting

Clerk

11.2. To approve up to £1,500 to fund the summer edition of the Batheaston Times.

11.2.1. Councillors referred to the comments made by the resident in Public Participation and expressed support.

11.2.2. It was noted that the Council had funded the first edition (at a cost of £890) in the expectation that future editions would be substantially self-funding, through sponsorship.

11.2.3. The additional cost for this edition relates to the cost of production and editing, which were undertaken free-of-charge for the first edition.

11.2.4. **Councillors approved the motion** but asked that the Clerk make clear the wish that for future editions the expectation will be that costs are covered.

Clerk

11.3. **Council nominated Cllr McCarthy** to work with other community organisations to develop plans for a Christmas celebration event on Saturday 3rd December.

Cllr McCarthy

GOVERNANCE MATTERS

12. Approval of the Annual Governance and Accountability Return for 2021/22

12.1. **Council received** a report from the Clerk summarising the process for submission of the Annual Governance and Accountability Return.

12.2. **Council received** the Internal Auditor's Report and Recommendations.

DRAFT UNAPPROVED

12.3. **Council approved** the submission of the Annual Governance and Accountability Return and associated documents.

12.4. **To note** that the 30-day period for the public to inspect documents ("exercise of Public Rights") will commence on 22nd June and end on Tuesday 2nd August 2022.

FINANCE MATTERS

13. Finance Update

13.1. **Council received** a verbal report from the Clerk.

13.1.1. He noted that the Council had received a refund of £9,360 for VAT paid in the financial year 2019-20, and that he would proceed to seek refunds for VAT for 2020-21 and for 2021-22 which should total a further £8,200.

14. Grant Application from Community Groups

14.1. An application for a grant from Sight Support West of England (SSW).

14.1.1. The Clerk introduced this item. He explained that he had had several conversations with the applicants, explaining to them the concern Councillors had expressed at the previous meeting, regarding the extent to which the grant would benefit parishioners directly.

14.1.2. SSW have indicated that they are in the process of recruiting a new Community Sight Loss Advisor who will support Batheaston and other areas, and that they will return to Council when they have developed a plan to support the Parish.

14.1.3. The item was **deferred**.

15. Re-Procurement of Electricity Supply

15.1. **Council received** a briefing note from the Clerk on the re-procurement process.

15.1.1. He noted that since the papers were circulated, the quote for the streetlights has increased significantly (more than 5%), and this would therefore be removed from the motion.

15.2. **Council approved** the proposal for the Clerk to procure new suppliers for the electricity supply to the Riverside Toilet Block and the Floodlights as soon as he able to do so, on condition that the contracted prices are not more than 5% above those currently offered

Clerk

DRAFT UNAPPROVED

STANDING ITEMS AND REPORTS

16. Planning Applications

16.1. **Council reviewed,** and **resolved not to oppose** the following planning applications from Bath and North East Somerset Council:

16.1.1. Reference Number: 22/02066/TCA

16.1.2. Reference Number: 22/02176/COND

16.1.3. Reference Number: 22/02181/LBA

16.1.4. Reference Number: 22/02264/LBA

16.1.5. Reference Number: 22/02263/FUL

16.1.6. Reference Number: 22/01295/FUL

Council resolved to oppose this application, as the objections previously expressed in its April 2022 meeting still apply:

"this application represents an incremental change to build upon a previous application (18/05220/FUL) but by adding accommodation, at the expense of a garage, will exacerbate parking problems on a busy road within a very short distance of the Primary School."

16.1.7. Reference Number: 22/02101/FUL

Council resolved to oppose this application, as the objections previously expressed in August 2021 to the application as it was then made, 21/03271/FUL, still apply:

"the development is not in keeping with the surrounding, and because it substantially increases the height of the building above those in the neighbourhood."

16.2. **Council noted** the following decisions on planning applications have been notified by Bath and North East Somerset Council:

16.2.1. Application Number: 19/05512/FUL
Site Location: The Yard Northend Batheaston Bath BA1 7ES
Description of Proposal: Demolition of existing buildings and erection of new building (Class E Business use)
Decision: PERMIT

16.2.2. Application Number: 22/01039/FUL
Site Location: 5 High Bannerdown Batheaston BA1 7JY
Description of Proposal: Replacement of pool building within garden (Retrospective)
Decision: PERMIT

DRAFT UNAPPROVED

16.2.3. Application Number: 22/01477/FUL
Site Location: Fairhaven Coach House Northend Batheaston
Description of Proposal: Installation of solar panels on an outbuilding roof.
Decision: PERMIT

16.2.4. Application Number: 22/01118/FUL
Site Location: 23 Barnfield Way Batheaston BA1 7PW
Description of Proposal: Erection of a double-storey side extension following demolition of existing garage, single-storey rear extension and single-storey front extension.
Decision: PERMIT

16.2.5. **Council noted** that the Parish Council had objected to the first of these, 19/05512/FUL. In all other cases, the decision was in line with the Council's comments.

17. Clerk's Report

17.1. **Council received** a report from the Clerk, including the following specific items.

17.1.1. **Council approved** a proposal from the Clerk for him to undertake the formal "Certificate in Local Council Administration (CiLCA)" at a cost of up to £1,000.

17.1.2. **Council discussed** options for the areas of focus for the BANES Clean & Green week for Bathavon North, 27th June to 1st July, but did not wish to add to those already identified.

18. Chairman's Report

18.1. Cllr Squire welcomed new Councillors.

The meeting closed at 9:37pm

Forthcoming Meetings:
HR Committee Meeting, 5th July
Parish Council Meeting, 19th July
Council Meeting, 20th September 2022

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:

DRAFT UNAPPROVED