



**The Annual Meeting of Batheaston Parish Council
is to be held at 7:15pm on Tuesday 16th May 2023
This meeting will be held at the Rhymes Pavilion, Coalpit Road, BA1 7NW.**

AGENDA AND NOTICE OF MEETING

***Before the meeting, the newly-elected Councillor to sign
the Declaration of Acceptance of Office.***

PROCEDURAL MATTERS

1. **To elect** the new Chair of Council
2. **Public participation** regarding matters on the agenda.
3. **To receive** apologies for absence, and to welcome the newly-elected Councillor.
 - 3.1. To note that there are 6 vacancies for Councillors to which residents can be co-opted now, and that these will be advertised over coming weeks.
4. **To receive** any declarations of interest from Councillors.
5. **Minutes of Previous Meetings**
 - 5.1. **To approve** the minutes of the Meeting of Council held on 18th April 2023 (Clerk, A).

ANNUAL PARISH COUNCIL MEETING GOVERNANCE MATTERS

6. **To nominate** a vice chair of Council
7. **Review of Council Policies**
 - 7.1. To receive a report from Clerk regarding the approval of policies, highlighting any proposed changes (Clerk, A)
 - 7.2. **To approve** the Standing Orders for the Council (Clerk, A)
 - 7.3. **To approve** the Financial Regulations for the Council (Clerk, A)
 - 7.4. **To approve** the Co-option Form and Policy (Clerk, A)
 - 7.5. **To approve** the Complaints Policy (Clerk, A)

8. Review of Human Resources Committee

- 8.1. To approve** the Terms of Reference of the Human Resources (HR) Committee.
- 8.2. To nominate** a chair and at least 3 other members of the Human Resources Committee.

9. Review of Working Groups

9.1. Car Park Working Group

- 9.1.1. **To approve** the Terms of Reference of the Car Park Working Group
- 9.1.2. **To nominate** a chair and any other member(s) of the Car Park Working Group.

9.2. Riverside Working Group

- 9.2.1. **To approve** the Terms of Reference of the Riverside Working Group
- 9.2.2. **To nominate** a lead and any other member(s) of the Riverside Working Group.

9.3. Riverside Working Group

- 9.3.1. **To approve** the Terms of Reference of the Playground Working Group
- 9.3.2. **To nominate** a lead and any other member(s) of the Playground Working Group.

- 9.4.** To note that the Working Groups for the Rhymes Pavilion and Establishing a Charity were established in April 2023, and therefore do not require review.

VILLAGE MATTERS

10. Playground Project

- 10.1. To receive** a report from the Working Group regarding the progress on this project. (Cllr Skelton / Clerk, A)

11. Rhymes Pavilion

- 11.1. To receive** an update from the Clerk on discussions with other organisations regarding the future operation of the Rhymes Pavilion (Clerk)

12. Establishment of a Charity

12.1. To receive an update from the Cllr Bryant on progress.

13. Highways

13.1. To receive a report from Cllr McCarthy, including:

13.1.1. **To note** the feedback received about the removal of streetlight at High Bannerdown.

13.1.2. **To note** the progress in reducing speeding on the High Street and Northend, and that Cllr McCarthy is seeking volunteers to assist in assessing the current problems.

14. Riverside

14.1. To receive a verbal update from Cllr Lewis on the activities of the Riverside Working Group

15. Coronation Party

15.1. To receive an update from Cllr Squire regarding the party held on the afternoon of Sunday 7th May, at the Riverside. (Cllr Squire, A)

15.2. To note the provisional financial figures (Clerk, A)

FINANCE MATTERS

16. Finance Operations Matters

16.1. To approve the transactions undertaken in April 2023 (Clerk, A)

16.2. To receive a report from the Clerk on the provisional closing position for the end of the financial year, 2022-23. (Clerk, A)

STANDING ITEMS AND REPORTS

17. Planning Applications

17.1. To review the following planning applications from Bath and North East Somerset Council:

17.1.1. Reference Number: 23/01612/COND
Site Location: Charmydown Farm House Charmydown Lane Swainswick BA1 8AB
Description of Proposal: Discharge of conditions 3 (Ecological Method Statement and Biodiversity Gain Plan (Pre-commencement)), 5 (Landscape Design Proposals (pre-commencement)) and 7 (Landscape management and maintenance (pre-commencement)) of application 22/05110/FUL (Installation of domestic ground mounted solar array, to include provision of associated infrastructure and landscaping).

17.1.2. Reference Number: 23/01559/TCA
Application Type: Tree Works Notification in Con Area
Site Location: 280A High Street Batheaston BA1 7RA
Description of Proposal: T1 Goat Willow - reduce crown by up to 3m all over. Crown raise to 3m.

17.2. To note that there no decisions on planning applications have been notified by Bath and North East Somerset Council since the last meeting.

18. Clerk's Report

18.1. To receive a report from the Clerk, including these items: (Clerk, A)

18.1.1. **To note** that two Architecture and Planning students at the University of West of England are undertaking projects regarding the Car Park Reconfiguration; the Rhymes Pavilion and the wider matters of linking green spaces through the centre of the village.

18.1.2. **To approve** a proposal to commission Bath and North East Somerset Play Management Officers to undertake quarterly playground inspections.

18.1.3. **To note** the agenda for Annual Village Meeting, on 23rd May 2023, and to agree the representation that the Parish Council will make.
To approve funds of up to £100 for wine and other light refreshments.

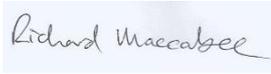
19. Chairman's Report

19.1. To receive an oral report from the Chairman.

Forthcoming Meetings:

Annual Meeting of Electors, 23rd May 2023
Council Meeting, 20th June 2023.

Council meetings are open to the public, and members of the public are welcome to join and may speak by invitation.

Signed: -  Parish Clerk

Date issued: 11th May 2023