

Batheaston Parish Council

Highways Transport and Planning

Working Group

Terms of Reference



Batheaston
Where community matters

Objective

1. Work with Bath and North East Somerset Council (B&NES) to address issues with the highways, including road repairs, cleaning, signage, etc.
2. Seek ways to improve vehicle parking options and practice, identifying and assessing proposals for the implementation of double yellow lines and other parking restrictions and enforcement measures to be submitted to B&NES for approval at Council meetings.
3. Promote sustainable transport improvement schemes across the Parish, with the purpose of enhancing access and movement by walking, cycling, public transport and driving.
4. Oversee initiatives to improve behaviour of road users, particularly by reducing speeding.
5. Evaluate planning applications in the Parish and recommend responses to B&NES.
6. Contribute on behalf of Council to consultations and surveys regarding planning policy.
7. Manage the Parish Council's streetlights, seeking to reduce the overall costs, proposing changes to Council.

Membership

1. The Working Group will be led by a Councillor, appointed at a Full Council meeting.
2. Membership of the Working Group will be open to Councillors and other residents of the Parish, and will be published on the Council's website and notified to Council.

Delegated Powers

1. On behalf of the Council, consult with residents, local businesses and other relevant parties about their views, needs and priorities.
2. Communicate on behalf of the Council, presenting the Council's approved policies and resolutions, and furthering its overall aims.
3. To commit expenditure of up to £3,000 in any financial year in furtherance of the Group's objectives on minor improvements and communications activities.

Timescales and Reporting

1. The Working Group lead will report progress at monthly Council meetings.
2. Proposed responses to Planning Proposals will be brought to Council meetings for approval.
3. Regular reports will be publicised to the wider community, via the Council's website and other publications.
4. Prepare an annual report for the Annual Meeting of the Parish Council to summarise the work undertaken by the Working Group.
5. Submit a report by 1st November every year, outlining budgetary requirements and options with justifications, for the forthcoming financial year and beyond.

Last reviewed and agreed by Council: 9th June 2026

Next scheduled review: May 2027