

**Batheaston Parish Council**

**Minutes of a Meeting of Batheaston Parish Council  
held at 7:15pm on Tuesday 14<sup>th</sup> November 2023  
at the Rhymes Pavilion.**

**Present: Councillors Hannah Squire (Chair of Council),  
Peter Bryant, Arif Butt, Peter Lewis, Catherine McCarthy, Alexis Pavlou,  
Sue Peachey, and Kate Skelton.**

**PROCEDURAL MATTERS**

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

- 1.1. Two residents attended to make comment about Item 6, regarding "Elmhurst Woods"
- 1.1.1. These residents are keen to use the land behind their respective properties, and are seeking the Parish Council's assistance to allow for this to happen.
- 1.1.2. They explained the background and history; that B&NES own the land, and a strip of land behind each of the houses was leased to the owner or tenant of that property. It is green belt.
- 1.1.3. Over time, the arrangement has become confused in various ways; plots have been combined and sold; some of the land has become overgrown with trees to the extent that it is not suitable for gardens; some of the access routes have been blocked;
- 1.1.4. Property Services at B&NES have initiated a review of the area; while this is underway no other actions are possible. They have discussed these issues with the responsible Officers at B&NES who are keen for another, more local, party to oversee the land. The residents reported that B&NES would expect to continue to be responsible for tree safety and for the maintenance of the boundary.

1.2. The Chair brought forward the Item for discussion at this point:

**6. To approve a proposal regarding the management of the land at the rear of numbers 35-79 Elmhurst estate (the "Elmhurst Woods"), and to agree next steps.**

6.1 The Chair proposed to defer the item, to allow the Clerk to work with the residents and other parties to provide an actionable proposal for a future meeting.

6.2 Council approved the motion to defer.

**Clerk**

- 1.3. The owner of the property for which Planning Application Numbers 23/03999/FUL and 23/04000/LBA: xxx, Item 19.1.4 & 5, made comments in support of the application.



- 1.3.1. She explained the background; that the premises had been used as an office for the business she manages, but that this is now relocating to be co-located with the factory.
- 1.3.2. The application is therefore to convert the premises back to its original purpose, as residential accommodation, and to create a 2-bed flat.
- 1.3.3. In answer to questions, she explained that she would hope that parking might not be needed; that the likely residents might use public transport or other means.

**The Chair brought forward this item:**

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

- 19.1.4 Reference Number: 23/03999/FUL  
Site Location: Renovations 286 High Street Batheaston BA1 7RA  
Description of Proposal: Change of use from Office accommodation (Class E) to a Flat (Class C3) and associated alterations
- 19.1.5 Reference Number: 23/04000/LBA  
Application Type: Listed Building Consent (Alts/exts)  
Site Location: Renovations 286 High Street Batheaston BA1 7RA  
Description of Proposal: Change of use from Office accommodation (Class E) to a Flat (Class C3) and associated alterations

- 1.3.4. Councillors expressed concerns about exacerbating the problems of parking, which is already extremely difficult in this part of the village.
- 1.3.5. They welcomed the addition of housing, particularly of a more affordable nature. They also however noted the loss of commercial office space, which is also valuable to the community, and in short supply in the village.
- 1.3.6. **Council resolved** to submit the following comment: "Council expressed concerns about parking, welcomed additional housing stock in the village, albeit regretting the loss of commercial stock."

1.4. Residents attended to comment on Item 10, the Rhymes Pavilion.

**The Chair brought forward this item:**

**10. Rhymes Pavilion Working Group**

- 10.1 Cllr Squire said that she has not yet had a chance to compile notes from the public consultation event on 8<sup>th</sup> November. Her report will be submitted to the next Council meeting.
- 10.2 The Clerk reminded Council that a motion to approve funding to address the urgent safety and other matters in the Rhymes Pavilion had been deferred at the Council's July meeting, pending the building condition survey.
  - 10.2.1 This survey has now been received, and indicates that the Rhymes can continue to be used, albeit with these issues addressed as a matter of urgency.



**10.2.2** Council approved the plan to ensure that the Rhymes Pavilion can continue to operate for the next 2 years, while plans for refurbishment and replacement are drawn up, with allocation of funds of up to £3,000 for repairs and minor improvements.

**10.2.3** The Clerk undertook to liaise with residents and interested parties in the community.

Clerk

**2. Council accepted apologies** from Cllr Gray.

**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 10<sup>th</sup> October 2023.

**5.** The Clerk explained that he had hoped to provide an update of progress on actions from previous meetings, which is the practice of some other Councils, but had not been able to for this meeting.

## COMMUNITY MATTERS

**6. Item taken earlier:** a proposal regarding the management of the land at the rear of numbers 35-79 Elmhurst estate (the "Elmhurst Woods").

**7. Playground Working Group**

**7.1.** Cllr Skelton commented that she aims to call a meeting of the Working Group in the New Year, noting that the Council's focus is rightly on the future of the Rhymes Pavilion.

Cllr Skelton

**8. Riverside**

**8.1.** Cllr Lewis gave a verbal report on the Riverside Working Group.

**8.1.1.** He asked fellow Councillors to remove items that were not for long-term storage from the Kitchen and Storeroom, including the gazebos which may no longer be serviceable.

**8.1.2.** He reported that the Clerk will be commissioning a deep clean for the toilet, to address the smell and lack of hygiene.

**8.1.3.** Cllr Lewis will request a replacement for the water fountain from Wessex Water.

**8.1.4.** Cllr McCarthy reported that she has received a clear indication of the problem causing damp in the storeroom, and will arrange for a quotation to be provided to the Clerk.

**8.2.** Cllr Lewis gave a verbal report on the Water Quality Testing that has been carried out over the swimming season this year.



8.2.1. He indicated that it had been a successful effort, particularly in galvanising a number of local people to work together to put pressure on Wessex Water to fulfil their obligations.

8.2.2. He noted that in 2022, the Stambridge Sewer Outflow released untreated sewage 38 times, amounting to 119.50 hours.

## 9. Highways

9.1. Council received a verbal update from Cllr McCarthy, including:

9.1.1. Council approved up to £500 for winter hanging baskets for the High Street.

9.1.2. Council noted the review of the Pelican Crossings on London Road which is being undertaken by B&NES.

9.1.2.1. Cllr McCarthy commented that she and other Councillors met B&NES Officers at the respective sites, and were broadly in agreement on the way forward:

9.1.2.2. The crossing near the junction with the Batch should be refurbished, as a Pelican Crossing.

9.1.2.3. the crossing at Stambridge should be replaced with a Zebra Crossing (removing the railings and other obstructions).

9.1.2.4. We are awaiting final proposals from B&NES, and can comment formally at that point.

9.1.3. The Community Speedwatch Group: she has not been able to recruit sufficient volunteers yet. She will try again, using other means.

9.1.4. She noted that a request has been lodged by residents for the addition of Double Yellow Lines on the Prospect Gardens, which she believes will be contentious with nearby residents.

9.1.5. It was noted that these decisions are made by B&NES; the Parish Council has an advisory role. It has been the Council have not been notified of proposals in sufficient time to comment.

9.1.6. The Clerk commented that he has requested a briefing from B&NES Officers on the process of consultation for Traffic Regulations Orders, with a view to ensuring that the Council has a full opportunity to comment.

## 10. Item taken earlier: Rhymes Pavilion Working Group

## 11. Establishing a Charity

11.1. Council received an update from Cllr Bryant on the progress in establishing the charity.

11.2. He indicated that the advice from the Solicitor was expected soon, and that he and the Clerk would proceed to submit the draft constitution of the Charity to the Charity Commission.



Cllr Bryant / Clerk

## 12. Commemoration of D-Day 2024

- 12.1. **Council approved** a Terms of Reference for a Working Group to organise a party to commemorate D-Day.
- 12.2. She noted that this will be on Sunday 9<sup>th</sup> June 2024, rather than on Saturday, following advice from B&NES Events and Traffic Management Teams.
- 12.3. She will convene a Working Group Meeting in the New Year, but asked fellow Councillors to contact musicians and others who they wished to book for the event.

Cllr Squire

- 12.4. The Clerk commented that he will now submit the formal request for the Road Closure and for the Event to B&NES.

Clerk

## GOVERNANCE MATTERS

### 13. Review of Polling Districts

- 13.1. **Council noted** the proposal in the review of polling districts which includes the recommendation that the Youth Club continue as the Polling Station for Batheaston.
- 13.2. No response was felt to be required.

### 14. Establishing a Finance Committee

- 14.1. **Council approved** the draft Finance Committee Terms of Reference.
- 14.2. **Council nominated** Cllrs Bryant, Butt, Pavlou, and Petrie to be members of the Finance Committee.
  - 14.2.1. The Clerk was asked to schedule the first meeting of the Committee, to run on the same evening as the HR Committee meeting.

Clerk

### 15. Risk Management

- 15.1. **Council approved** the Draft Risk Management Strategy.

## FINANCE MATTERS

### 16. Finance Operations Matters

- 16.1. **Council noted** a paper setting out the annual pay award negotiated for Local Government and its impact on the budget and **approved** its implementation.
- 16.2. **Council approved** the transactions undertaken in October 2023.



## 17. Grants to Community Organisation

- 17.1. **Council approved** the purchase an electric brushcutter of their specification of value up to £1,000 for the use of Avon Valley Wardens Group, The Cotswold's Conservation Board, who provide valuable services in the Parish maintaining and clearing Public Rights of Way.

Clerk

## 18. 2024/25 Budget Planning

- 18.1. **Council approved** a review of major expenditure categories for day-to-day operations, including staffing, informed by the HR Committee, and the top 5 contracted services, with recommendations of any savings identified.
- 18.1.1. The Clerk noted that he will pursue the actions in this review, with the Finance and HR Committee.
- Clerk
- 18.2. **Council delegated** the item to approve a report setting out potential projects and development initiatives for 2024/25 and beyond to the Finance Committee.

## STANDING ITEMS AND REPORTS

### 19. Planning Applications

- 19.1. **Council reviewed** the following planning applications from Bath and North East Somerset Council:
- 19.1.1. Application Number: 23/03889/FUL
- 19.1.2. Reference Number: 23/03890/LBA
- 19.1.3. Reference Number: 23/03918/TPO
- 19.1.4. Reference Number: 23/03999/FUL – taken earlier
- 19.1.5. Reference Number: 23/04000/LBA – taken earlier
- 19.1.6. Reference Number: 23/03547/CLEU
- 19.1.7. Reference Number: 23/03753/FUL
- 19.1.8. Council resolved not to oppose items 19.1.1, 2, 3, 6 & 7.
- 19.2. **Council noted** that the following decision which has been notified by Bath and North East Somerset Council since the last meeting:
- 19.2.1. Application Number: 23/03462/FUL                      Decision:- PERMIT
- 19.2.2. **Council noted** that this accords with the view of the Parish Council, which was not to oppose.

### 20. Clerk's Report



20.1. The Clerk gave a verbal report, which was to the effect that he had nothing to add that had not been covered on the agenda.

**21. Chair's Report**

21.1. The Chair thanked Councillors and the Clerk for their engagement and contribution to a busy and productive meeting.

**Meeting closed at 9:23pm**

**Forthcoming Meetings:**

Council Meeting, 12<sup>th</sup> December 2023.

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

DRAFT UNAPPROVED

A handwritten signature in black ink, appearing to be 'H. S. F.', located at the bottom right of the page.