

Batheaston Parish Council
Minutes of a Meeting of Batheaston Parish Council
held at 7:15pm on Tuesday 16th April 2024 at the Rhymes Pavilion.
Present: Councillors Hannah Squire (Chair of Council),
Peter Bryant, Arif Butt, Peter Lewis, Catherine McCarthy,
Sue Peachey, and Kate Skelton.

PROCEDURAL MATTERS

1. **Council re-elected** Cllr Hannah Squire as the Chair of Council.
 - 1.1. The Clerk noted that the election of the Vice Chair would be on the agenda for the next meeting.
2. Council received **apologies for absence** from Councillors Peter Bryant, Catherine McCarthy, Alexis Pavlou.
3. There were **no declarations of interest** from Councillors.
4. **Public Participation**
 - 4.1. A member of the public attended in relation to Item 13.2.6.
 - 4.2. The Chair brought forward the item.

13.2.6. **Council approved** the Terms of Reference for the Elmhurst Growing Spaces Project Group
 - 13.2.6.1. **Council nominated** Cllr Peter Lewis as contact point.
5. **Minutes of Previous Meetings**
 - 5.1. **Council approved** the minutes of the Meeting of Council held on 16th April 2024.
6. **Council noted** progress on actions from previous meetings.

GOVERNANCE MATTERS

7. **Council received** a report from the Clerk setting out the governance documents for approval at this Annual Meeting of the Parish Council.
 - 7.1. The Clerk noted that wherever possible he has used Model Documents from National Association of Local Councils, with minimal change.
 - 7.2. In the case of the Code of Conduct, the Local Government Association's Model has been used, as it more clearly sets out the expectations on Councillors.
8. **Standing Orders**
 - 8.1. **Council approved** the updated Standing Orders.
9. **Financial Regulations**
 - 9.1. **Council approved** the updated Financial Regulations.

10. Code of Conduct

10.1. Council approved the updated Code of Conduct.

11. Human Resources (HR) Committee

11.1. Council approved the Terms of Reference for the HR Committee.

12. Finance Committee

12.1. Council approved the Terms of Reference for the Finance Committee.

13. Working Groups

13.1. Council received a report from the Clerk on the status of the Working Groups of the Council.

13.2. Council reviewed the following Project Groups:

13.2.1. The Terms of Reference for the Suffragette Memorial had not been completed, and so this **item was deferred**.

13.2.2. The Terms of Reference for the Rhymes Maintenance had not been completed, and so this **item was deferred**.

13.2.3. **Council approved** the Terms of Reference the Future of the Rhymes Project Group

13.2.3.1. **Council confirmed** Cllr Hannah Squire to lead and the membership as previously, all Councillors.

13.2.4. **Council approved** the Terms of Reference Establishing the Batheaston Sports Foundation Charity Project Group

13.2.5. **Council approved** the Village Summer Party Project Group

13.2.6. Item taken earlier.

13.2.7. **Council approved** the Terms of Reference for the Playground Project Group.

13.2.8. **Council approved** the Terms of Reference for the Reconfiguring the Car Park Project Group.

COMMUNITY MATTERS

14. Grow Batheaston Grant

14.1. Council approved a grant of £750 to Grow Batheaston for the Beaver Project.

15. Parish Council Logo

15.1. **Council received** a report on the work with children at the Primary School to develop a new logo for the Parish Council

15.1.1. **Council approved** the option to adopt.

STANDING ITEMS AND REPORTS

16. Planning Applications

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

16.1.1. Reference Number: 24/01447/FUL

16.1.2. Reference Number: 24/01376/TCA

16.1.3. Reference Number: 24/01370/LBA

16.1.4. Reference Number: 24/01369/FUL

16.1.5. Reference Number: 24/01310/LBA

16.1.6. Reference Number: 24/01309/FUL

16.1.7. Reference Number: 24/01715/TCA.

16.2. **Council noted** that the following decision has been notified by Bath and North East Somerset Council since the last meeting:

16.2.1. Application Number: 23/03335/FUL Decision: PERMIT

16.2.2. Application Number: 24/00999/TPO Decision: SPLIT DECISION

16.3. **Council noted** that the Parish Council's decision on both was not to oppose the application.

17. Clerk's Report

17.1. **Council received** a report from the Clerk, including these items:

17.1.1. **He noted** that he would be preparing documents for the Internal Auditor the next week, w/c 20th May, as part of the preparation and submission of the Annual Governance and Accountability Return.

17.1.2. **He noted** that the agenda for the Annual Village Meeting on 21st May had been circulated, and plans for the meeting were discussed.

18. Chair's Report

18.1. **The Council received** an oral report from the Chairman.


Meeting closed: 20:52.

Forthcoming Meetings:

Annual Village Meeting, 21st May 2024 (at the New Village Hall)

Council Meeting, 18th June 2024

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: 21st May 2024