

**Batheaston Parish Council**  
**Minutes of a Meeting of Batheaston Parish Council**  
**held at 7:15pm on Tuesday 18<sup>th</sup> June 2024 at the Rhymes Pavilion.**  
**Present: Councillors Hannah Squire (Chair of Council),**  
**Peter Bryant, Peter Lewis, Catherine McCarthy, Evie Gray,**  
**Alexis Pavlou, Sue Peachey, and Kate Skelton.**

## **PROCEDURAL MATTERS**

Before the meeting started, the Clerk reminded Councillors and Members of the Public that the meeting took place during the pre-election period (known colloquially as “purdah”), and therefore they should refrain from making any party-political comments.

**1. Council accepted apologies** for absence from Cllr Butt.

1.1. B&NES Ward Cllr Warren had also sent apologies for absence.

**2. Declaration of interest**

2.1. Cllr McCarthy declared a personal interest in Item 8.2. Recommendation for parking restrictions on Prospect Gardens. She indicated that she wished to seek a dispensation to participate and vote.

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

3.1. Regarding Item “8.2. Recommendation for parking restrictions on Prospect Gardens”

3.1.1. Residents queried why this was done in isolation, without clarifying the status of adjoining spaces and without considering the likelihood that parking will be displaced to arguably less appropriate and less safe locations.

3.1.2. Cllrs accepted these points and agreed that this is a problem that affects much of the village.

3.1.3. Cllr Squire brought the item forward.

## **8. Highways Transport and Planning Working Group**

8.2. Recommendation for parking restrictions on Prospect Gardens, to be submitted to B&NES for further consultation.

8.2.1 **Council approved** Cllr McCarthy’s request for dispensation, to participate in the item and to vote.

8.2.2 **Cllr Lewis proposed** an amendment to the motion, to replace the word “approve” with “receive”, to make clear that the Parish Council is not the decision-making body for such changes.

8.2.3 **Council approved** the amendment.

8.2.4 **Council received** the recommendation for parking restrictions on Prospect Gardens, to be submitted to B&NES for further consultation.

8.2.5 Councillors noted the valid points made by residents regarding in particular the need for a wider perspective to be taken, to seek to alleviate the parking problems that afflict many parts of the village. They asked the Highways, Transport and Planning Working Group to consider this and come forward with proposals.

**Cllr McCarthy / Clerk**

**3.2.** Regarding Item 10.1.1, the Terms of Reference for the Suffragette Memorial Project Group.

3.2.1. Residents noted that the project had been underway for a number of years, and that local residents hoped for consultation on the plans before they are implemented.

3.2.2. Residents noted that there are other possible uses for the phone box, including as a “swap shop” for seeds, or books or other items; or as a location for a defibrillator. These could coexist with information panels about the suffragettes.

3.2.3. Cllr Squire brought the item forward.

**10.1.1. To approve the following Terms of Reference: Suffragette Memorial Project Group.**

10.1.1.1 Cllr McCarthy noted that the Council has spent some funds on the development and committed more funds.

10.1.1.2 She is open to the possibility of a shared use but noted that the phone box is not a suitable location for some items – such as books – as it is damp.

10.1.1.3 Councillors noted that the other options put forward by local residents should be considered before proceeding.

10.1.1.4 Cllr Squire proposed that the motion be deferred to a future meeting, with a view to bringing back an amended Terms of Reference to involve the participation of, and consultation with, local residents.

10.1.1.5 **Council approved** the amended motion.

**3.3.** A resident attended regarding the Elmhurst Woods Project Group, referred to in the Clerk’s Report, Item 13.1

3.3.1. She reported that B&NES’ had indicated that they could not progress until September, due to other commitments.

3.3.2. A tree survey and an ecological survey would be commissioned.

- 3.3.3. Cllr Lewis and the Clerk undertook to progress the matter under the auspices of the Project Group established at the Council's previous meeting.

**Cllr Lewis / Clerk**

#### **4. Minutes of Previous Meetings**

- 4.1. **Council approved** the minutes of the Meeting of Council held on 14th May 2024.

5. The Clerk apologised that he had not had time to update the **progress on actions from previous meetings.**

#### **GOVERNANCE MATTERS**

#### **6. Vice Chair of Council**

- 6.1. **Council elected** Cllr Pavlou to act as Vice Chair for the forthcoming year.

#### **7. Policies**

- 7.1. Council approved the following policies:

- 7.1.1. Complaint Policy

- 7.1.2. Co-option Policy

#### **8. Highways Transport and Planning Working Group**

- 8.1. Cllr McCarthy gave a verbal update.

- 8.1.1. She reported that B&NES Officers had agreed to move the planters on the island on Stambridge before it is refurbished, which is very much appreciated.

- 8.2. Item taken earlier: Recommendation for parking restrictions on Prospect Gardens.

#### **9. Nature and Environment Working Group**

- 9.1. Council received a verbal report from Cllr Lewis, Lead of the Working Group

- 9.1.1. He highlighted the work being done to improve river safety, through the repair of the throwline and printing of safety and information signs.

- 9.1.2. He drew Council's attention to the proposal to install a floating removable pontoon at the concrete steps, which he is progressing with the Working Group and Clerk.

## 10. Project Groups

### 10.1. To approve Terms of Reference:

10.1.1. Item taken earlier.

10.1.2. Council approved the Terms of Reference for the Rhymes Maintenance Project Group.

### 10.2. Cllr Squire gave an update on the preparation for the Summer Party.

10.2.1. She noted that there was to be a meeting on 25<sup>th</sup> June in the George and Dragon.

10.2.2. The Clerk noted that he is progressing the granting of an Event Licence and approval for Road Closure by B&NES.

### 10.3. Council noted the progress on the Future of the Rhymes Project Group, including the distribution of the survey.

## COMMUNITY MATTERS

### 11. Annual Governance and Accountability Return (AGAR)

11.1. Council received a report from the Clerk on the process of developing the AGAR, and the confirmation required from Council.

11.1.1. He explained what was required of Council by way of approval and the process thereafter.

11.1.2. He commented that the Internal Auditor's report was relatively favourable and represented a further improvement on previous years.

11.2. Council received the Internal Auditor's Report and Recommendations.

11.3. Council approved the Clerk's statement of Conflict of Interest.

11.4. Council approved the Annual Governance and Accountability Statement.

11.5. Council approved the Accounting Statements.

11.6. The Clerk and Cllr Squire (Chair of Council) signed the forms.

11.6.1. The Clerk undertook to submit the forms to the External Auditors at the earliest opportunity, the following day.

**Clerk**

11.7. Council noted that the 30-day period for the public to inspect documents (the "Exercise of Public Rights") will be announced the following day and will commence on Thursday 20th June 2024 and end on Wednesday 31st July 2024.

11.8. Council thanked the Clerk for the work he has put into this process, and the progress made in improving the administration of the Council.

## STANDING ITEMS AND REPORTS

### 12. Planning Applications

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

12.1.1. Reference Number: 24/01992/LBA

12.1.2. Reference Number: 24/01818/FUL

12.1.3. Reference Number: 24/02249/VAR

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

12.2.1. Application Number: 24/01376/TCA Decision: No Objection

12.2.2. Application Number: 24/01715/TCA Decision: No Objection

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

### 13. Clerk's Report

13.1. Council received a report from the Clerk.

### 14. Chair's Report

14.1. The Chair gave a brief verbal report.

The Meeting closed at 9:03pm

#### **Forthcoming Meetings:**

Parish Council Meeting, 16th July 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: 15<sup>th</sup> July 2024