

**Minutes of the Meeting held on 17th October 2019
in the Village Hall, Bathampton**

Present: Cllrs M. Brennan (MB) (Chair), J. Helps (JA), D. Mayo (DM), A. Purpuri (AP).

| | | Actions |
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| | | Actions struck through are complete |
| 2019/82 | Apologies: Received from S. Andrews, G. Ardrey, Cllr L. King and Ward Cllrs K. Guy and S. Warren. | |
| 2019/83 | Declarations of interest. | |
| | There were none. | |
| 2019/84 | Minutes of the previous meeting | |
| | The minutes of the meeting held on 18 th September 2019 had been circulated. They were AGREED and APPROVED and signed by the Chair. | |
| 2019/85 | Review of actions carried forward from previous meetings | |
| | items a - f to be carried forward | |
| | g) An email has been sent to the owner regarding hedge cutting | |
| | h) JH has responded to the Solicitors regarding designation of The George beer garden. Received confirmation that parking rights are protected. No Further action required. | |
| | items i - j to be carried forward | |
| | All other actions had been completed or were scheduled for later in the year. | |
| 2019/86 | Finance | |
| | a) <u>Financial report for 17 October 2019</u> This had been circulated previously. <u>Table 1</u> The meeting noted that there is unspent money reserved for street lighting. The majority of the Leisure and Amenities budget has already been spent. <u>Table 2</u> Transactions since the previous meeting were noted. <u>Table 3</u> Listed items of expenditure were APPROVED for payment. Expenditure for gift tokens was APPROVED. | |

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| | <p>The report was APPROVED and signed by the Chair.</p> <p>b) <u>Clerk's report</u></p> <p>The new Clerk will start on 1 November.</p> <p>There has been a lack of communication about the street light replacement. It transpires that we do not have a maintenance contract, the proposed new contract is 125% increase. MB to continue to pursue clarification.</p> <p>MB attended the VPA meeting.</p> <p>The items of correspondence, phone calls etc were noted.</p> | <p>MB</p> |
| 2019/87 | Stopping-up Order | |
| | JH has liaised with the solicitors and confirmed that parking rights for residents will be maintained. No further action required. | JH |
| 2019/88 | Drainage on High Street | |
| | <p>David Beard has agreed to become the Bathampton Flood Representative.</p> <p>MB to send a letter to BANES about flooding on A36 during heavy rain. Response from Fix My Street inadequate.</p> | MB |
| 2019/89 | Review of Allotment Agreement | |
| | <p>JH has circulated a revised Allotment Agreement. Key changes include further defining 'good condition', specifying not growing ornamental shrubs and not using carpets. MB had provided comments. Subject to including those the Council approved the amended Agreement.</p> <p>Allotment rent will be subject to an annual increase. Prices will be: 34p/m² In 2020 (average £40.80 per annum for a 120m² plot) and 36p/m² in 2021 (average £43.20).</p> <p>Revised rules will be sent with renewal letter before Christmas.</p> <p>Several people have recently been contacted to see if they still want their allocated plot. A waiting list is now in operation.</p> <p>Grass cutting contracts will need to be reviewed and confirmed soon.</p> | <p>JH</p> <p>JH</p> <p>JH</p> |
| 2019/90 | Management of Volunteers | |
| | DM to review volunteer duties and undertake a risk assessment which reflects the steps taken to keep volunteers safe so that this can correctly included in our next Council risk review. | DM |
| 2019/91 | Report back on Dementia friendly village meeting | |
| | A support meeting has been set up for carers to have a cup of tea and chat every few months. The group would like to increase awareness within the community. JH will include something in the next newsletter. | JH |

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| 2019/92 Newsletter | | |
| | <p>The deadline for text for the newsletter is 1 November.</p> <p>MB to confirm venue/ date of letter folding around 7 November.</p> <p>Based on printing costs of £180 for the last newsletter, printing with Digiprint was APPROVED.</p> <p>Items to be included:</p> <p>Allotments, Dementia meeting, Bathampton Show Quiz, Yellow lines on Down Lane, partial resurfacing on Bathampton Lane, High Street flooding, CAZ with mention of zone extension to North Road, Bathampton Meadows Alliance, school Gold star award for walking to school, appeal for new counsellors, new clerk, Twitter and Facebook accounts.</p> <p>AP to enquire about details for Wreath and Christmas Pudding making events held at the church.</p> | <p>AH</p> <p>MB</p> <p>AP</p> |
| 2019/93 Ongoing Items | | |
| | <p>a) <u>Avon Wildlife, the Meadows and Cycle Track & Weir</u></p> <p>LK has agreed to be the Parish Council representative on the BMA Working Group.</p> | |
| | <p>b) <u>Clean Air Zone</u></p> <p>The consultation is open until Sunday. MB to respond and confirm that the Parish Council are pleased that the council will be monitoring traffic.</p> | MB |
| | <p>c) <u>BCP digital presence</u></p> <p>AP will be reviewing the web site to see what might need to be updated to ensure compliance with accessibility guidance. Work needs to be complete later in 2020.</p> | |
| 2019/94 Group Reports | | |
| | <p>a) <u>Planning & Conservation</u></p> <p>Planning applications were reviewed.</p> <p>We have been made aware that the retail unit at 21-23 Holcombe Lane is not currently advertised as available to let.</p> <p>b) <u>Highways</u></p> <p>Consultation for new double yellow lines on Down Lane has completed.</p> <p>c) <u>Footpaths</u></p> <p>Volunteer risk assessments discussed earlier in the meeting.</p> | |

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| | d) <u>Leisure & Amenities</u> Allotments were discussed earlier in the meeting. | |
| | e) <u>Communications, Social Media & the Website.</u> Website, twitter and Facebook were discussed earlier in the meeting. f) <u>Policy & Finance.</u> No further discussion. | |
| 2019/95 | Open Forum | |
| | Expenditure for a Christmas Tree for outside the Village Hall has been APPROVED. | JH |
| 2019/96 | Date of Next Meeting: Thursday 21st November 2019, 7:30pm in the Village Hall. | |

There being no further business the meeting closed at 9:00pm.

Signed:

Chair

Date: 21th October 2019