

	This had been circulated previously.	
	<u>Table 1</u>	
	The Clerk noted that the expenditure against Highways had reduced from the previous month. This was due to a to a newsletter charge of £138.79 being incorrectly allocated against Highways on the 27 th June 2019. It was reallocated to show correctly in the reporting for the January meeting.	
	<u>Table 2</u>	
	Transactions from the 30 th November up to the 31 st December 2019 were noted.	
	<u>Table 3</u>	
	The listed items were APPROVED for payment. The grass cutting invoice from Idverde Limited for £1,031.30 was also APPROVED. It was noted by the Clerk that the items greyed out within the table had already been approved but they were January transactions and not ready to be moved into table 2.	
	<u>Table 4</u>	
	A new table showing a summary of cash movement by month and from the beginning of the Financial year to date was included for ease of reference. Cllr Purpuri asked for the Pound Sterling symbol and comma's to be added to the numbers, which the Clerk agreed to action for the January report.	Clerk
	Following communication from Barclays, regarding the decrease in interest rates from 0.2% to 0.1%, Cllr Brennan asked the Clerk to look at higher interest rate accounts for the savings accounts and to look at merging the two accounts into one. It was further discussed that we would then look to increase the cash sum held within the current account to ensure adequate funds were available and to avoid the continued moment of funds between the savings and current account, which takes place most months.	Clerk
	The report was APPROVED by the Council and signed by the chair.	
	b) <u>Clerk's report</u>	
	The Clerk's report covering everything from the previous meeting (12 th December 2019) had been circulated. The Clerk noted that the budget for 2020/21 had been prepared and circulated to everyone for review and that the budget would be agreed and approved within the meeting – agenda item 2020/006. The clerk mentioned that the address on the business bank accounts had been updated by Barclays and the next step was to remove the Clerk's predecessor Alison Taylor from the accounts.	Clerk

	<p>pavements and walkways. It was agreed that there would also be a reminder about our Twitter and Facebook groups.</p> <p>Cllr Brennan reminded the Clerk that Cllr Mayo had agreed to include something on how individuals could reduce their carbon footprint. The Clerk agreed to follow this up.</p> <p>It was also suggested to wait until after the Bathavon Forum as some items may arise regarding the climate emergency which may also be worth including.</p>	DM / Clerk
2020/008	Review of the Risk Register	
	<p>The Risk register and assessment was reviewed. The Following points were raised:</p> <ul style="list-style-type: none"> • Management of Trees: Alan the Handyman would be asked to confirm how often he checks the playing field and Jubilee Gardens trees . We would then note the checks as a mitigation of the risk. • Management of volunteers: i.e. clothing, training, insurance policy cover. The Clerk agreed to liaise with Cllr Mayo over the wording for this. • Under Liability: to change Playground inspections to be weekly and quarterly, removing annually as Cllr Helps confirmed that annual inspections no longer take place. • Document security: the clerk agreed to review this to reflect current processes. • Loss of Key Personnel: it was agreed to amend this from a risk rating of 9 to a 6. <p>The clerk agreed to amend the Risk Register to reflect these changes for completeness.</p>	<p>JH / Clerk</p> <p>Clerk / DM</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
2020/009	Street Light Maintenance	
	<p>Cllr Brennan has continued to chase up William Seabourne from SSE. Messages have been left with requests for call backs, to no avail. Cllr Brennan said that she would continue to follow this up.</p>	MB
2020/010	Traffic & Road Safety	
	<p>Cllr Andrews reported back on his walk around the village with BANES Cllr's Joanna Wright and Sarah Warren, regarding road safety and traffic issues. The focus was primarily on the severance of the village (North / South divide) as a result of the A36 and the need for additional safer crossings to enable those living in the South of the village to cross the road safely, to access the village amenities. Cllr Andrews stated that he was advised to draw up a list of the groups of people who would use the crossing i.e. School Children walking to School, Dog walkers, people using the surgery, playground. Cllr Andrews said that he would write something up and then circulate.</p>	SA

	<p>The location of the crossings was of much discussion, but it was proving difficult to agree the best place for a crossing and further discussions would be needed. The overall meeting and the walk around the village was considered successful and the potential to have additional crossings viewed positively.</p>	ALL
2020/011	Ongoing Items	
	<p>a) <u>Avon Wildlife, the Meadows and Cycle Track & Weir</u></p> <p>It was noted that the FOBMR AGM planned for December was being delayed until an update was received, regarding the Meadows.</p>	
	<p>b) <u>Clean Air Zone.</u></p> <p>There was no update provided, but BANES were meeting on the evening of our meeting to consider this.</p>	
	<p>c) <u>BPC's Digital presence.</u></p> <p>Cllr Purpuri reported that there had been decent engagement on social media from recent updates and postings. He noted that he had a marketing contact who may be able to offer advice on improving social media presence, and he would liaise with them to discuss further.</p>	AP
2020/012	Group Reports	
	<p>a) <u>Planning & Conservation</u></p> <p>Cllr King reported on the outcome of recent applications, recent applications received and planning applications awaiting a decision.</p> <p>Cllr King highlighted from her report that there was an objection from the planning group to 35 Hantone Hill as the plans submitted are out of keeping with the surrounding houses. It was also noted that there was concerns regarding the application to include willow fencing atop of an existing stone wall at the Coach House. The planning group felt that listed Building Consent was required and that the willow topping would be out of character for the area and natural stonework would be a preferred material of choice.</p> <p>b) <u>Highways</u></p> <p>Cllr Andrews covered Highways as item 10 on the agenda. It was also discussed that double yellow lines on Down Lane were not included as part of the A36 closures. The timings for the painting of the yellow lines is currently unknown but it was mentioned that it was BANES responsibility not HE, and it was on their work schedule.</p>	

	<p>c) <u>Footpaths</u></p> <p>Cllr Mayo wasn't present at the meeting and no update was provided.</p> <p>d) <u>Leisure & Amenities</u></p> <p>Allotments were discussed within the Clerk's report. Cllr Helps also mentioned that she was querying the latest playground inspection report from BANES in view that the report includes old photographs of play equipment and out of date information, stating that items need repairing when they were repaired following the previous report. Cllr Helps is following this up with BANES to ensure that their reporting is accurate and up to date.</p> <p>e) <u>Policy & Finance</u></p> <p>Cllr Brennan reminded everyone that the Bathavon North Forums would be held within Bathampton at the Methodist Church on the 21st January and 17th February at 5.30pm.</p> <p>Cllr Brennan also noted from her report that the content deadline for the January newsletter would be the 31st January with folding potentially taking place on the 6th Feb.</p>	<p>JH</p>
2020/013	Open Forum	
	Nothing further to report.	
2020/014	Date of Next Meeting. Thursday 20th February 2020, 7:30pm in the Village Hall.	
	There being no further business the meeting closed at 9:30pm	

Signed:

Chair

Date: 20th February 2020