

Minutes of the Meeting held on 19th March 2020

in the Village Hall, Bathampton

Present: Cllrs M. Brennan (MB) (Chair)), L. King (LK), J. Helps (JH), D. Mayo (DM), S. Andrews (SA), D. Beard (DB)

Two members of the public in attendance.

| | | Actions |
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| | | Actions struck through are complete |
| 2020/030 | Apologies: Received from Cllr G. Ardrey & Cllr A. Purpuri | |
| 2020/031 | Co-option of a new Councillor | |
| | David Beard was co-opted onto the Parish Council and was warmly welcomed by all Councillors present. The Clerk agreed to email the Declaration of Acceptance and Registering Finance and Other interest forms over to David Beard for completion along with the Standing orders, Financial Regulations and Code of Conduct Information. | Clerk |
| 2020/032 | Declarations of interest | |
| | There were none. | |
| 2020/033 | Covid-19 | |
| | <p>Two members of the public were present (one being Kay Martin the owner of Café 25 in the village and invited by the Cllr Brennan and Mike Powell) at the meeting, who had attended to discuss Covid-19 initiatives. In view of this and the pressing need to discuss the matter within the meeting, it was decided that item 8 from the Clerk’s report would be initially discussed, before moving onto the remaining agenda items.</p> <p>A detailed discussion was had amongst all present with a member of the public presenting a flyer which had been put together, to offer help to those self-isolating and to help generate a list of volunteers within the parish who could help provide support. It was noted that the flyer had been distributed within key areas of Bathampton to help target the most vulnerable.</p> <p>Kay from Café 25 in the village discussed how she was also collecting details of Volunteers within the village and operating a takeaway and home delivery service for those that needed assistance. She added that she was broadening the range of goods within the shop due to demand and the request for help locally was keeping her extremely busy. It was also noted that the Post office would only be open on a Thursday morning and she was operating a jigsaw swap from within the café to help occupy people’s spare time and making phone calls to people who were self isolating alone.</p> | |

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| | <p>Other initiatives taking place within the village were also noted. For instance, the GP Surgery and Chemist were now delivering prescriptions, the setting up of several Facebook groups and WhatsApp groups within numerous areas of the village to help people support their neighbours and Saint Nicholas Church were also helping to support the community and were happy for people to contact them should they wish to. Home delivery services such as Milk and More were also noted as well as other larger initiatives taking place across the country.</p> <p>The Council expressed thanks to everyone, for their hard work in helping to provide support to those in need, at this challenging time.</p> <p>It was suggested that the Clerk should liaise with both Café 25 and the member of the public who had created the support flyer to put together another two-sided flyer, detailing all of the assistance that is available locally to those that need to self-isolate. One side would be used to generate the details of volunteers and the other to communicate with those that may need assistance, with one flyer to go to each household within the parish. It was agreed that a flyer would be the best approach to ensure every person in the village was reached, particularly those that aren't online and more likely to be vulnerable and in need of help. The Clerk agreed to create a flyer with the aim of sending it out within the week.</p> <p>The Clerk agreed to forward all volunteer contact details which had been sent to the Parish Council, to Kay at Café 25.</p> <p>[Subsequent to the meeting it was discovered that Bathampton Care Group had volunteers ready to deliver leaflets offering help and details on how to volunteer to every home in the village. The Chair agreed given this the Parish Council would not produce and distribute another leaflet].</p> | <p>Clerk</p> <p>Clerk</p> |
| <p>2020/034</p> | <p>Minutes of the previous meeting</p> | |
| | <p>The minutes of the meeting held on 20th February 2020 had been circulated. They were AGREED and APPROVED and signed by the Chair.</p> | |
| <p>2020/035</p> | <p>Review of actions carried forward from previous meetings</p> | |
| | <p>Items a – c to be carried forward.</p> <p>d) Highway review – to be carried forward.</p> <p>e) To compare higher interest savings accounts. Due to the recent cuts in Interest rates, as a result of Covid-19, it was decided that we would review this at a later date. To be carried forward.</p> <p>f) Due to Covid-19, the Annual Parish Council meeting in May is to be cancelled. We expect guidance from Government on a delay in the requirement to hold these meetings. To be carried forward.</p> <p>g) The risk register was updated and approved. To be removed.</p> | <p>Clerk</p> <p>SA</p> <p>Clerk</p> <p>All</p> |

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| | <p>h) To follow up on a Marketing contact to offer advice on improving our social media presence. To be carried forward.</p> <p>i) To follow up with SSE Lighting Services on the removal of two lights and converting the remaining lights to LED. To be carried forward.</p> <p>j) To create a master register for the allotments. To be carried forward.</p> <p>k) The surveys conducted at the end of February showed the drains had collapsed. Plans for a new system needs Finance approval from BANES. It was felt that the open drain recommended by the Chief Engineer would offer a solution and wont narrow road. To be removed.</p> <p>l) Cllr Andrews has a document detailing preferred road crossing locations. To be circulated. To be carried forward.</p> <p>m) To remove the art group from the Newsletter and include service times for the Church on the 'What's On' page. To be carried forward.</p> <p>n) To check and update the BPC website to the most up-to-date version of Wordpress. To be carried forward.</p> | <p>AP</p> <p>MB/Clerk</p> <p>Clerk</p> <p>SA</p> <p>JH</p> <p>DM</p> |
| 2020/036 | Finance | |
| | a) <u>Financial report for January 2020</u> | |
| | This had been circulated previously. | |
| | <u>Table 1</u> | |
| | The clerk referred to the report and noted that the bank balance had decreased month on month. Primarily due to salaries and accumulated expenses from the Handyman that required payment. It was further noted that the closing balance was up by 10.4k from the start of the Financial year, primarily due to further CIL money received and the works having not been completed by SSE Lighting Services to upgrade the lights to LED. | |
| | <u>Table 2</u> | |
| | Transactions from the 1 st February up to the 29 th February 2020 were noted. | |
| | <u>Table 3</u> | |
| | Cllr Brennan asked the Clerk to bring forward the payment of the ALCA subscription from April 2020 to be made payable in March 2020. The listed items were APPROVED for payment. and signed off by Cllr Brennan. | Clerk |
| | The report was APPROVED by the Council and signed by the chair. | |
| | b) <u>Clerk's report</u> | |

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| | <p>this area. The clerk was instructed to feed back the Parish Council's support to Ward Cllr Kevin Guy.</p> | Clerk |
| 2020/038 | The Climate Emergency | |
| | <p>A document 'Zero Carbon Bathampton Proposal' Item 8 on the Agenda, was circulated to all, prior to the meeting. The proposal detailing that Bathampton Parish Council should declare a climate emergency and commit to net zero emissions by 2025 had been sent to the Clerk by a member of the Parish.</p> <p>It was agreed that the time required to discuss this item would be longer than what could be achieved within the meeting and Cllr Helps proposed that a sub-group was set up to discuss this in more detail. This sub-group would then discuss the matter and look to feed-back information within subsequent meetings. Cllr Helps put herself forward for this sub-group, along with David Beard and Cllr Mayo. Everyone was in favour of this approach.</p> | JH/DM/DB |
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| 2020/039 | Ongoing Items | |
| | <p>a) <u>Avon Wildlife, the Meadows and Cycle Track & Weir</u></p> <p>Cllr King reported that all was on track, regarding the Community asset transfer process for the transfer of ownership of Bathampton Meadows to the National Trust. A virtual meeting would be held w/c 23rd March with the Bathampton Meadows Alliance Working Group. (BMAWG).</p> | |
| | <p>b) <u>Clean Air Zone.</u></p> <p>It was noted that BANES had now secured funding to carry out the essential repairs on Cleveland Bridge and that the 18 tonne temporary weight limit was apparently being enforced by police spot-checks. Cllr Andrews noted that there was no further information regarding a petition to make the 18 tonne weight restriction permanent</p> <p>The Clerk noted that no further information had been received following her email to Ward Cllr Kevin Guy, which had included Bathampton Parish Council's full support for a permanent ban. And our request to find out what measures BANES are intending to put in place when the bridge is fully close and their timings for these, due to the concerns this will have on traffic that will then be diverted through the village. Cllr Warren's email had noted that the planned closure was due to be discussed at the BANES council meeting that night. The Clerk agreed to update once further information was received.</p> <p>There was nothing further to report.</p> | Clerk |

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| | <p>d) <u>Leisure & Amenities</u></p> <p>Allotments were discussed within the Clerk’s report. Cllr Helps also noted an overturned shed on Plot 7b, which was very heavy and containing tools which had fallen over onto its doors. Cllr Helps suggested that the Clerk should send out an email to other allotment holders and Councilors to gather potential helpers to attempt to push it onto its side. The Clerk agreed to send out a communication to arrange help at the allotment for the morning of Saturday 21st March at 11am.</p> <p>e) <u>Policy & Finance</u></p> <p>Nothing additional to report.</p> | Clerk |
| 2020/041 | Open Forum | |
| | <p>It was noted that the next Parish Council meeting was expected to be carried out by Zoom. The Clerk agreed to distribute details and set up a link ahead of the next meeting. Cllr Brennan also noted that Cllr Andrews and David Beard needed to be set up on Dropbox.</p> <p>Cllr Mayo queried whether the Annual Parish meeting would be going ahead. The Clerk mentioned that no announcement had been made but information relating to this should be available in the next few days and the Clerk would provide a further update.</p> <p>Cllr King finally noted that she had written up and sent a consultation response to the WECA . Local Walking and Cycling Infrastructure Plan (LWCIP)</p> | Clerk Clerk |
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| 2020/042 | <p>Date of Next Meeting. Thursday 16th April 2020, 7:30pm.</p> <p>Due to Covid-19 and for the safety of everyone concerned, this meeting will be held virtually.</p> | |
| | There being no further business the meeting closed at 9:20pm | |
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Signed:

Chair

Date: 16th April 2020