

**Minutes of the Meeting held on 15<sup>th</sup> October 2020**

**Virtual meeting held via Zoom**

**Present:** Cllrs M. Brennan (MB) (Chair), L. King (LK), J. Helps (JH), D. Mayo (DM), D. Beard (DB), G. Ardrey (GA), A.Purpuri (AP), Ward Cllr Kevin Guy (KG) and Clerk L. Daly. David Marsh, statistician, also joined the meeting as a guest speaker, for item 8 on the agenda.

No members of the public in attendance.

		<b>Actions</b>
		Actions struck through are complete
<b>2020/120</b>	<b>Apologies:</b> Apologies received from Cllr K.Lutteroth.	
<b>2020/121</b>	<b>Resignation of Cllr Andrews</b>	
	The Chair welcomed David Marsh to the meeting. The chair noted that it was with great sadness that Cllr Andrew's had resigned from the Council after 5 years in office. It was further noted that Cllr Purpuri had expressed an interest in taking on the lead for Highways following Cllr Andrew's departure. No other Cllr present expressed an interest, and it was AGREED that Cllr Purpuri would take on this area of responsibility. Cllr Purpuri noted that he would arrange a handover meeting with Stuart.	<b>TP</b>
<b>2020/122</b>	<b>Declarations of interest</b>	
	Cllr Mayo declared an interest in the village show grant, detailed within the Clerk's report.	
<b>2020/123</b>	<b>Minutes of the previous meeting</b>	
	The Minutes of the meeting held on the 17 <sup>th</sup> September had been circulated. They were AGREED and APPROVED. Due to the meeting being conducted virtually, the Chair of the Parish Council was unable to sign the Minutes and would do so when feasibly possible.	<b>MB</b>
<b>2020/124</b>	<b>Review of actions carried forward from previous meetings</b>	
	Cllr Purpuri AGREED to pick up the actions carried forward allocated to Stuart Andrews when they have their handover meeting. The Chair noted that actions relating to signing documents would be completed when the Chair and Clerk have their 1-1 meeting in November.	<b>TP</b>
<b>2020/125</b>	<b>Finance</b>	
	a) <u>Financial Report for September 2020</u>	
	This had been circulated previously.	
	<u>Table 1</u>	
	The clerk referred to her report and noted the cash movement summary for September. It was noted that there had been a slight adjustment for the month and the Parish Agency Grant to the sum of £671.74 had now been received. It was further noted that the grass cutting costs had now been split out between the allotments and the playing fields.	

	<u>Table 2</u>	
	Transactions from the 1 <sup>st</sup> September up to the 30 <sup>th</sup> September 2020 were noted.	
	<u>Table 3</u>	
	The Clerk reported that she had not paid her expenses for September and these would be paid in October with the October expenses. The items of expenditure listed on the Financial Report were noted and APPROVED for payment.	
	The report was APPROVED by the Council and would be signed by the Chair when feasibly possible to do so.	<b>MB</b>
	b) <u>Clerk's Report</u>	
	<p>The Clerk's Report covering everything from the previous meeting (17<sup>th</sup> September 2020) had been circulated prior to the meeting.</p> <p>The Clerk referred to the website hosting costs at £2 a month + VAT and asked the council whether these could be paid as a one-off payment due to it being a nominal charge. The Council agreed to this and Cllr Mayo AGREED to ask the provider.</p> <p>The Clerk queried whether it would be possible to apply for a company debit card to pay for items such as the website hosting costs, stationary, zoom etc. The Chair noted that one potential issue was that a limit cannot be put on the value spent, but that the proposed ideas seemed sensible. The Clerk AGREED to refer to the Financial Regulations to find out if this is permitted under our current regulations.</p> <p>It was noted that the Clerk and Cllr Helps had remeasured the allotment plots and the recalculated plot sizes had been sent to Cllr Helps to review.</p> <p>The Clerk reported that quotes had been received from Hags and GB Sport for the playground repairs. The Clerk noted that she was waiting on a couple of queries regarding this. After a brief discussion it was AGREED that the Clerk would review the risk levels for the surface repairs from the playground inspection report and would circulate this information with the quotes provided.</p> <p>The Clerk asked the Council if they were happy for her to proceed in ordering a Christmas tree for delivery on the 19<sup>th</sup> November. Cllr Helps proposed that in view of the Climate Emergency, Bathampton Parish Council should look to purchase a live tree that could be reused each year. The council were in agreement and Cllr Helps AGREED to research options and costs and would circulate the details.</p> <p>The grants to local organisations was discussed in response to correspondence received from the Village Hall Committee. Due to the Village Show not proceeding due to Covid-19 and the grant being unspent, the Village Show Committee queried whether they should return the grant or keep it in view that they won't request one next year. The Council AGREED that the Village Show Committee should keep the grant and not request one in 2021. It was further AGREED that the letters for grants should be sent out by the Clerk as normal in December, requesting additional information, asking the organisations what the previous grant had</p>	<p><b>DM</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>JH</b></p>

	<p>been used for. The Council did not identify any new organisations to approach.</p> <p>The Clerk reported that the compound owned by the Canal and River Trust (CRT) had been cleared and cleaned and the red bins were back in the compound. The Clerk referred to an email sent from Cllr Kevin Guy with a suggestion that the compound needs a top cover, questioning whether it was something that the Parish Council would be prepared to finance, if the CRT wont. It was AGREED that the Chair would initially meet with the CRT and arrange a site visit to discuss whether it's the right place for the compound due to it being in a conservation area and opposite a primary school before proceeding with discussions on its improvement.</p> <p>The Clerk referred to the two possible Equalities and Diversity Policies circulated prior to the meeting for review. The first policy was the NALC template with suggested comments from Cllr Beard and the second was the policy for Paulton Parish Council. The Clerk asked the Council whether they wished to adopt the NALC policy with Cllr Beards proposed comments or whether the Council wished to create their own. After a brief discussion, it was unanimously agreed that the NALC version would be adopted. It was also noted that this would make it easier to update, regarding forthcoming changes in legislation. The Clerk AGREED to update and would bring the revised policy to the next meeting for adoption as the council's approved Equalities and Diversity Policy.</p> <p>In view that virtual meetings were expected to carry on for the foreseeable future, the Clerk asked the Council whether they would be interested in testing Microsoft Teams as it is a free communication platform. It was AGREED to test Microsoft Teams before deciding whether to cancel the Zoom subscription.</p> <p>The Clerk referred to an email received from the village Spar shop on the 13<sup>th</sup> October, where they informed Bathampton Parish Council that were taking advice from their solicitor and speaking with Spar, after which they would provide feedback on the concerns raised by Bathampton Parish Council. It was noted that the staff within the shop are now wearing masks and an improved one-way system had been adopted.</p> <p>It was finally noted that the issue concerning Parish Council employees entering the village hall ground, during playgroup sessions had been dealt with by the Chair who had spoken with the Handyman on the 15<sup>th</sup> October, with the arrangement that he would not cut the grass at the back of the hall or collect any rubbish from the grounds.</p>	<p><b>MB</b></p> <p><b>Clerk</b></p>
<p><b>2020/126</b></p>	<p><b>Climate Emergency</b></p>	
	<p>Cllr Helps referred to the climate emergency documents which she had asked the Council to review ahead of the meeting and which had been placed into Dropbox.</p> <p>Cllr Helps discussed BANES's Climate emergency priorities and it was agreed that as a Parish Council, the initial focus should be on the Ecological Emergency and quick wins that require limited funds to implement. Cllr Helps asked the council to forward any ideas on to her to encourage on-going</p>	

	<p>thinking on this matter and to help build a climate emergency action plan for the village.</p> <p>After an in-depth discussion and an initial exchange of ideas it was AGREED that a separate climate emergency Zoom meeting would be beneficial to help build a climate emergency audit and plan. The Clerk AGREED to create a Doodle Poll and circulate to all Cllr's to arrange a suitable date for the meeting. Cllr Helps AGREED to provide a write up for the next newsletter which would then be circulated to the Council to review. Cllr Beard AGREED to work on a communication strategy, to help engage the village via a multi-channel communication approach, informing them what the Parish Council are currently doing to address the climate emergency. This would invite the community to make suggestions, that the Parish Council could then explore. Cllr King AGREED to liaise with Bathampton Primary School on this matter and to invite Fiona Powell to get involved. It was also AGREED to look at running events such as the Repair Café and to get Ward Cllr Sarah Warren involved in these discussions.</p>	<p><b>Clerk</b></p> <p><b>JH</b></p> <p><b>DB</b></p> <p><b>LK</b></p>
<p><b>2020/127</b></p>	<p><b>Possible Closure of Tynning Road</b></p>	
	<p>Ward Cllr Kevin Guy discussed the issues that schools within BANES have, regarding being able to socially distance outside of schools. Bathampton Primary School had proposed an idea to use barriers to temporarily close Tynning road for 30 minutes at school collection with the provision that these would be manned and traffic on Tynning Road and emergency vehicles could still get through, should it be required. Cllr Kevin Guy noted that normally road closures require legislation. This road closure like could be achieved with resident consent, and a letter had been sent to all residents of Tynning Road to obtain their views. Bathampton Parish Council unanimously gave their support for this social distancing initiative.</p> <p>Further to this, the Chair referred to a BANES 20mph limit proposal on London road from Alice Park to the Paragon. Cllr Kevin Guy reported that this was a proposal, in relation to the low traffic neighbourhood scheme but also linked to what would happen to HGVs once Cleveland Bridge repairs were completed. The Council asked whether the 20mph could be implemented on the A36 and through Bathampton. Cllr Kevin Guy AGREED to raise this with Highways England (HE). Regarding a 20mph limit through Bathampton from Mill lane to the High Street, Cllr Kevin Guy noted that the Quiet Lanes Policy could be relevant. Cllr King queried whether the London Road 20mph initiative had been modelled. Cllr Kevin Guy noted that he would speak with Joanna Wright who would have further information on this and would report back.</p> <p>The Chair also raised the safety concerns associated with the overgrowth on the A36 footpath between Devonshire Road and Bathampton Lane, resulting in pedestrians needing to step out onto the busy road. It was noted that HE refuses to cut the hedgerow back due to it being a privately owned. The Chair noted however that the landowner has no interest in maintaining the hedge and they are not based locally. Cllr Kevin Guy noted that the council could threaten enforcement action if it is not maintained and he would follow this up.</p>	<p><b>KG</b></p> <p><b>KG</b></p> <p><b>KG</b></p>
<p><b>2020/128</b></p>	<p><b>Bathampton traffic statistics analysis</b></p>	

	<p>Cllr Beard introduced statistician, David Marsh to the Council who has volunteered his time to help understand traffic flow through Bathampton High Street..</p> <p>David Marsh subsequently took the Council through a presentation on the traffic counts which had also been circulated prior to the meeting.</p> <p>The council expressed their thanks to David Marsh for all his hard work, noting it was useful to have some meaning behind the raw data and for it to be presented in an easy to view format.</p> <p>David Marsh referenced an additional data set from the number plate reader survey that might offer insight into start and end points of traffic passing through Bathampton High Street. It was noted by Cllr Beard that this would provide useful qualitative insight David Marsh agreed to revisit the data.</p> <p>It was also noted by the council that it would be interesting to find out the type of traffic that was going through the High Street which David Marsh AGREED to look into.</p>	<p><b>David Marsh</b></p> <p><b>David Marsh</b></p>
<b>2020/129</b>	<b>Playground Project</b>	
	<p>The Clerk referred to the Enovert grant application which had been circulated prior to the meeting. The Clerk asked the Council to review and provide any amendments or suggestions to her as soon as possible. It was further noted that the final application would be brought to the November meeting for the Council sign off.</p> <p>Revised quotes from the suppliers were highlighted as a priority by the Clerk to enable the application to be completed and she would be preparing the remaining supporting documents over the next few weeks. The Clerk noted that the final application and supporting documents would be placed on Dropbox ahead of the meeting and Cllr Helps agreed to review.</p> <p>Regarding the playground, it was AGREED by the Council that it should be mentioned via social media that there have been reported cases of Covid-19 within the village and for people to behave accordingly. Cllr Purpuri AGREED to draft this message. New fresh signage to replace the existing signage was considered.</p> <p>Cllr Purpuri additionally noted that he would be contacting local organisations to find out if they would be willing to support the project and he had offered to co-ordinate a fundraising plan.</p>	<p><b>Clerk/KL/JH</b></p> <p><b>TP</b></p>
<b>2020/130</b>	<b>Ongoing Items</b>	
	<p><u>Avon Wildlife, the Meadows, Cycle Track &amp; Weir</u></p> <p>Cllr King reported that there was no progress, regarding the safety equipment at the weir. There was nothing further to report.</p>	
	<p><u>Clean Air Zone.</u></p> <p>It was AGREED by the Council that this item would be removed from the agenda.</p>	

	<p><b><u>Drainage on the A36</u></b></p> <p>Cllr Beard reported that the drains on the A36 are badly configured and will always flood until they are fixed. Cllr Beard reported that BANES have cleared the ditches around the side of Bathampton Down to help alleviate the problem, but it does not appear to have worked.</p> <p>It was further reported that Simon Morrisey, Chief Drainage Engineer for BANES would visit the site to look at the flooding when there is heavy rainfall to help identify the cause to go back to, Highways England (HE). Cllr Beard was also pleased to note that the High Street drainage was working well.</p>	
	<p><b><u>Climate Emergency</u></b></p> <p>There was nothing additional to report. It was AGREED to keep this as an on-going item on the Agenda.</p>	
<p><b>2020/131</b></p>	<p><b>Group Reports</b></p>	
	<p><b><u>Planning &amp; Conservation</u></b></p> <p>Cllr King referred to the new planning applications as detailed on the agenda. The planning application for tree works for 20/03570/TCA, Elmsleigh and 20/03672/TCA The Banks, were noted as being in a conservation area and no objection was proposed. Cllr King reported that 20/03635/FUL, Ranworth was straightforward and the planning group had no issues, proposing no objection. It was suggested by the council that in view of Bathampton Parish council being fully supportive of BANES’s climate emergency declaration, feedback should suggest triple glazing, rather than double. Subject to the inclusion of this additional information, the planning application responses were APPROVED by the full Council.</p> <p>Cllr King noted that a planning application for 20/02563/FUL, 29 Warminster Road had been missed. The Clerk highlighted that an email had been written to the planning group but for an unknown reason had not been sent and apologised for this oversight. It was noted by Cllr King that there would have been no issues with the application and no objection would have been proposed to the council.</p> <p>It was noted that the planning and conservation report, added to Dropbox was for the previous month. Cllr King AGREED to add the October report, following the meeting.</p> <p><b><u>Highways</u></b></p> <p>There was nothing to report.</p> <p><b><u>Footpaths</u></b></p> <p>Following correspondence from a resident in Hantone Hill, It was AGREED that Cllr Mayo would speak with Cheryl Hannan from BANES to identify the landowner who’s tree is suffering from ash dieback and is in danger of falling into the public footpath or someone’s garden.</p> <p><b><u>Leisure &amp; Amenities</u></b></p> <p>Due to Deer being able to enter the allotments over the low-level fencing on the south side of the allotments at the Down Lane end, Cllr Helps noted that</p>	<p><b>LK</b></p> <p><b>DM</b></p>

	<p>she would be obtaining quotes to replace this section with higher level fencing. It was also noted that it had been agreed by Cllr Helps and the Clerk to allow a current plot holder to make use of Plot 2, which had been covered and unused for a few years and is in need of work.</p> <p><b><u>Policy &amp; Finance</u></b></p> <p>The Chair referenced the loss of the number 11 bus on a Saturday and that the buses are only running hourly on the D1. The Chair noted that It was due to buses only being used 45% of their previous usage due to Covid-19 but she was trying to find out if the Saturday service would be reinstated. No complaints from residents within the village had been noted to date.</p> <p><b><u>BPC's Digital Presence</u></b></p> <p>Cllr Purpuri reported that social media was steady and posts by Sarah Warren on the Community group had been reshared. Cllr Purpuri referred to the ALCA sample website accessibility statement which had been previously circulated by the Clerk. Cllr Purpuri noted that the format looked similar to the government suggested version, which the Bathampton Parish Council statement had been based on. He AGREED to review the Avon Local Councils Association (ALCA) version to make sure nothing had been missed.</p>	<p><b>JH</b></p> <p><b>MB</b></p> <p><b>TP</b></p>
<b>2020/132</b>	<b>Open Forum</b>	
	<p>It was AGREED that the October newsletter deadline for content would be on the 13<sup>th</sup> November. The content of the newsletter was discussed with Cllr's being assigned topics to provide write ups on. The Chair asked for any additional ideas for contributions to be forwarded to her.</p> <p>Cllr King noted that the planning application for Yew Tree Barn had been withdrawn.</p> <p>Cllr Beard noted that regarding Liveable Neighbourhoods, a meeting was scheduled for the 16<sup>th</sup> October with Cllr Sarah Warren and local residents Mrs A Harman and Mrs B. Metters to find out what it would mean in practice.</p>	
<b>2020/133</b>	<p><b>Date of next meeting. Thursday 19<sup>th</sup> November 2020, 7:30pm.</b></p> <p><b>Due to Covid-19 and for the safety of everyone concerned, this meeting is expected to be held virtually.</b></p>	
	There being no further business the meeting closed at 21.42 pm	

**Signed:** .....

**Chair**

**Date: 19<sup>th</sup> November 2020**