

Minutes of the Meeting held on 19th November 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), K. Lutteroth and Clerk L. Daly.

No members of the public in attendance.

		Actions
		Actions struck through are complete
2020/134	Apologies: None	
2020/135	Declarations of interest	
	There were none	
2020/136	Minutes of the previous meeting	
	The Minutes of the meeting held on the 15 th October had been circulated. Cllr Beard proposed an amendment under item 132 (Open Forum) which the Clerk agreed to amend. Subject to this change, the Minutes 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.	MB
2020/137	Review of actions carried forward from previous meetings	
	<p>The Items carried forward were discussed. The Clerk agreed to pick up on the review of the financial standing orders and agreed to scan all leases and legal documents, instead of purchasing a fireproof box.</p> <p>It was agreed that the Council would be carrying out a Highway review, but it would be removed from the actions and added on when there is the intention to complete one.</p> <p>The action to compare higher interest savings accounts was removed as it was agreed that this action is unable to be completed for some time due to the current economic climate.</p> <p>Cllr Beard confirmed that he was looking into finding out why it is not viable for Bathampton High Street to become a Liveable Neighbourhood and agreed to update within the December meeting.</p> <p>Regarding the cutting back of foliage on the A36, it was noted by Cllr Helps that she had seen Highways England (HE) on the A36 cutting back foliage across the pathways and Cllr Purpuri said that he would follow this up.</p> <p>Cllr Purpuri reported that Stuart Andrews had spoken with BANES before his departure from the Council, regarding the rough sleepers near to bridge 182 (discussed under item, 142).</p> <p>Cllr King reported that she had attempted to contact businesses, regarding a monetary contribution towards river safety equipment and received no replies. It was noted that within the Liberal Democrat flyer distributed, there was the mention of a JustGiving initiative to help raise money for the new</p>	Clerk

	safety equipment. Cllr Purpuri further reported that he followed up with the Canal & River Trust (CRT), regarding a contribution and had received no reply.	
2020/138	Finance	
	a) <u>Financial Report for October 2020</u>	
	This had been circulated previously.	
	<u>Table 1</u>	
	The clerk referred to her report and noted the cash movement summary for October. It was noted that there had been an increase during October due to the receipt of the second instalment of Precept, totalling £11,500.	
	<u>Table 2</u>	
	Transactions from the 1 st October up to the 31 st October 2020 were noted.	
	<u>Table 3</u>	
	<p>Cllr Lutteroth queried whether the invoice from BANES for the playground safety audit, excluded the missed May inspection, resulting from Covid-19. The Clerk AGREED to get confirmation on this and report back.</p> <p>Subject to the BANES safety audit invoice, excluding the missed May playground inspection, the listed items of expenditure were APPROVED for payment.</p> <p>The Clerk reported that following the circulation of the Financial Report, two additional invoices had been received. The meeting APPROVED the payment to Minuteman Press (£119 incl VAT) for the printing of the November newsletter and payment to Fine Pines (£160 incl VAT) for the Parish Christmas tree.</p>	Clerk
	The report was APPROVED by the Council and would be signed by the Chair when feasibly possible to do so.	MB
	b) <u>Clerk's Report</u>	
	<p>The Clerk's Report covering everything from the previous meeting (15th October 2020) had been circulated prior to the meeting.</p> <p>The report included confirmation that the external audit had been completed and noted that no issues had been raised. The notice of conclusion of audit had been published on the website on the 28th October.</p> <p>The Clerk referred to the Community Infrastructure Levy (CIL) statement included within the report. Subject to amending one date, the Council approved the statement.</p> <p>The Clerk thanked Cllr Helps for all her help in the re-measuring of the allotment plots and helping to put together the 2021 plot rent correspondence to send out to plot holders. Cllr Helps noted that where plots had remeasured significantly more to the measurements held on the allotment register, (due to historical miscalculations and mismeasures), the plot holder had been contacted separately to explain in more detail. It was further noted however that most variances on the</p>	

	<p>plots were very minimal and Cllr Helps did not foresee any issues arising once the rent demand letters had been sent out.</p> <p>As detailed within the report and agreed by email on the 13th November, the allotment rent for 2022 would be chargeable at 0.38p per square metre.</p> <p>The Clerk additionally reported that the broken shed on plot 6b had been taken down and replaced.</p> <p>The Council were happy with the proposal to remain with BANES for the grass cutting of the Playing Field and the allotments during 2021, with an increase of 2.5% year on year (an increase of approximately £46.90). It was agreed that this arrangement would be reviewed again next year.</p> <p>The Clerk reported that grant applications had been emailing out on the 11th November to Bathampton Cricket Club, Friends of Bathampton Meadows Riverside, Maxi lunch club, St Nicholas Church and Bathampton Pre-school. The Clerk noted that the Maxi club had confirmed that they would not be applying for a grant this year as they did not envision the club returning, anytime soon.</p> <p>Following correspondence from Ward Cllr Sarah Warren, a discussion was had, regarding the introduction of further 20mph limits through Bathampton. It was AGREED that the clerk would contact Cllr Sarah Warren to confirm Bathampton Parish Councils wish to implement a 20mph limit on the remaining stretch of Mill Lane, in view that it's part of the safer routes to school. It is also a prominent walking route and on the stretch of the A36, Warminster Road that runs through the residential area of Bathampton. Cllr Purpuri referred to a resident complaint and noted the A36 as being a stretch of road that continually receives complaints, regarding speeding traffic.</p> <p>The Council hoped these areas of Bathampton would be considered as part of the wider plan to implement 20mph limits on other roads within Bath.</p> <p>It was further AGREED that the Clerk would detail the need for improved 20mph signage along Bathampton High Street, Bathampton Lane and Down Lane, to help reduce traffic speeds on these known 'rat run' routes through the village.</p> <p>After a brief discussion, it was AGREED that the Council would hold their December Parish Council meeting via Microsoft Teams due to it being a free communication platform and following a test run of Teams to facilitate the Climate emergency meeting. It was further AGREED that the monthly Zoom subscription would be cancelled with immediate effect, with the view that this would be re-evaluated after a couple of months, with the option to revert to Zoom, if that platform is preferred.</p> <p>The Clerk AGREED to look at the Microsoft Teams meeting participation controls, regarding public participation of the Parish Council meetings.</p> <p>Correspondence received from Bathampton residents were noted. The Clerk AGREED to send out a letter to the owner of 168 Holcombe Lane, requesting that they cut back the tree in the front garden which is</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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2020/139	Equalities and Diversity Policy	
	The revised Bathampton Parish Council Equalities and Diversity Policy had been circulated by the Clerk to all Councillors ahead of the meeting. Following review of the agreed policy including Cllr Beards amendments, all Councillors were happy to adopt the Policy.	
2020/140	Playground Project	
	<p>The Enover application and supporting documents for the Playground Project had been circulated ahead of the meeting. A discussion was had, and the Council were happy with the content. The Clerk noted that some minor changes would be required, and a budget breakdown would be created, to allocate out the £75k proposed project budget. The Council AGREED to delegate the grant finalisation and submission to the Clerk, Cllr Purpuri and Cllr Lutteroth.</p> <p>Fundraising initiatives were briefly discussed, and it was agreed that it was still possible in the current climate but would need to be considered in response to Covid-19. The Council agreed to the Clerk’s suggestion of setting up a JustGiving page so that local people could independently contribute, and Cllr King also suggested placing a donation box within the shop.</p> <p>The Clerk drew the Council attention to the possible cash flow issue, regarding the need to cover the VAT for the project in 2021/22 which would then be reclaimed in 2022/23. It was noted that the proposed VAT would be £15k in view of a £75k proposed project cost. Whilst the Council were happy to approve, the Chair noted that whilst the Council have the funds to cover the expected VAT costs, this would need to be reconsidered if the spend is projected to be much higher than the budget originally proposed.</p>	
2020/141	Ongoing Items	
	<p><u>Avon Wildlife, the Meadows, Cycle Track & Weir</u></p> <p>Cllr King reported that work is progressing to extend the BANES ‘Bath River Line’ concept from the east of Bath out to Batheaston, and to include Bathampton Meadows and this had now gone to the West of England Combined Authority (WECA). Cllr King noted that the report is expected to go to the Cabinet sometime in December.</p> <p>It was further reported that discussions with the National Trust are progressing and nearing completion.</p>	
	<p><u>Drainage on the A36</u></p> <p>Cllr Beard reported that BANES have conducted a survey along the A36 in Bathampton and concluded that the drainage system is insufficient and there are no proper gullies, which requires capital expenditure from Highways England (HE). After a discussion, it was AGREED that Cllr Beard would draft two letters, one to be sent out to HE asking them to address the severe flooding issues and one to be sent out to Mr Rees-Mogg (MP) asking him to write to HE to seek assurances that they will take appropriate action in response to the flooding issues. The Clerk AGREED to send them out on receipt.</p>	DB / Clerk

Cllr Beard further reported back on a meeting he attended on the 19th November with Dorian Baker and Neil Butters from BANES, prompted by a suggestion from Cllr Beard to Ward Cllr Sarah Warren to re-open the Bathampton Railway, as an initiative to help reduce traffic volumes through the village.

It was considered that an effective and alternative transport option may help reduce Bathampton resident traffic-flow, but concerns were raised that a railway within the village would in turn generate more traffic and associated parking issues. It was additionally noted that through traffic was expected to be the main issue which needed addressing and a consultation with the local residents was suggested to understand where people from within the village travel to and whether there is a need for the proposed railway in the first instance.

Cllr Beard noted that he had chased BANES regarding placing a white line on the road, below the concealed Miller Walk footpath steps as well as putting up warning signage for motorists, but nothing more had developed regarding this.

Cllr Mayo noted that Holcombe Lane had been re-surfaced a couple of weeks back and the work had been completed to a good standard.

Footpaths

Cllr Mayo reported on the correspondence received from a Bathampton resident, regarding two dead trees, suffering from Ash dieback, that were at risk of falling onto a property and garden, and as discussed within October's Parish council meeting, Minute 2020/131.

Cllr Mayo highlighted that he had been in contact with the Cotswold Warden, who had been on site and confirmed that they would not conduct the works, due to it being beyond their remit but that it was non urgent and the works could wait until the Spring. Following a brief discussion, it was AGREED that as a resident was already in contact with the landowner and it is the landowners responsibility to take action on this, the Parish Council, would take no further action on the matter.

Cllr Mayo reported that work had been undertaken to clear some fallen trees around some of the paths near Bathampton Down.

An update was given by Cllr Mayo on the definitive map footpath's applications. It was noted that evidence was being gathered to help claim 5 paths to be included on the map and recognised as public rights of way. It was further noted that information had been included in the Parish Council newsletter in August 2019 asking people to come forward which they are continuing to work through. To date, Cllr Mayo reported that they have approximately 5-10 responses for each path, but Covid-19 was slowing the process down as many people were now self-isolating. The deadline however was highlighted as being in 2026, allowing ample time for completion.

The Council AGREED to approve up to £20 to enable additional forms to be printed to aid the collection of this data.

	<p>Cllr Mayo agreed to circulate the list of the definitive paths to the Council. It was additionally noted by the Chair that this information could be found within the August 2019 Parish Council Newsletter.</p> <p>The Chair suggested contacting younger people of the village who have lived within the village for some time and Cllr Purpuri AGREED to post something on social media on receipt of the information from Cllr Mayo.</p> <p>Cllr Lutteroth queried why there are steps at the bottom of the pathway behind St Nicholas Court, on the way down to Holcombe Vale, due to St Nicholas Court being retirement housing. Cllr Mayo agreed to speak with Curo, the landowner, regarding this pathway as the pathway was adopted relatively recently.</p> <p><u>Leisure & Amenities</u> Cllr Helps had nothing additional to report.</p> <p><u>Policy & Finance</u> There was nothing additional to report.</p> <p><u>BPC's Digital Presence</u> Cllr Purpuri reported that he recently attended a virtual digital webinar which had been interesting but noted the content was relatively standard. Cllr Purpuri proposed setting up an Instagram account for the Council and noted an App, where a post can be created and then posted across all three platforms, which he would look into.</p>	<p style="text-align: center;">DM / TP</p> <p style="text-align: center;">DM</p> <p style="text-align: center;">TP</p>
<p>2020/143</p>	<p>Open Forum</p>	
	<p>Cllr Mayo noted that he may be moving out of the area in the next couple of months and as a result he would not be able to retain his post within the Council.</p> <p>The Chair also asked Cllr Mayo to consider who could take on the footpath working parties.</p>	
<p>2020/144</p>	<p>Date of next meeting. Thursday 10th December 2020, 7:30pm.</p> <p>Due to Covid-19 and for the safety of everyone concerned, this meeting will be held virtually.</p>	
	<p>There being no further business the meeting closed at 21.45 pm</p>	

Signed:

Chair

Date: 10th December 2020