

**Minutes of the Meeting held on 16<sup>th</sup> March 2023**

**Present:** M. Brennan (MB) (Chair), L. King (LK) (Vice Chair), R. Bash, D. Beard (DB), T. Purpuri (TP), G. Ardrey (GA) & Liz Daly (Clerk).

No members of public in attendance.

		<b>Actions</b>
		Actions struck through are complete
<b>2023/026</b>	<b>Welcome:</b> The Chair welcomed everyone to the meeting. The meeting would be recorded for minuting purposes.	
<b>2023/027</b>	<b>Apologies:</b> J. Helps (JH)	
<b>2023/028</b>	<b>Declarations of interest</b>	
	There were none.	
<b>2023/029</b>	<b>Minutes of the previous meeting</b>	
	The Minutes for the meeting of Bathampton Parish Council held on the 16 <sup>th</sup> February 2023 had been circulated prior to the meeting. The Minutes were unanimously AGREED, APPROVED, and signed by the Chair.	
<b>2023/030</b>	<b>Review of actions carried forward from previous meetings</b>	
	<p>The actions carried forward were reviewed.</p> <p>Cllr Beard agreed to check the Footpath working group email which hadn't yet been monitored to find out if any correspondence had been received.</p> <p>Regarding the funding for street furniture to help prevent speeding in Bathampton which the Parish Council may be able to obtain from the Police Community Fund, Cllr Bash noted that the 1<sup>st</sup> June 2023 was the next deadline for applications.</p> <p>The Clerk reported that she had received a quote from Timpson's in Bath for a plaque to Commemorate the Kings Coronation. The Clerk highlighted that whilst the quote received was for £160 (including VAT), the plaque ordered for the Queen's Jubilee and based on the same specification was £200. In view of this, it was agreed by full Council to approve spend up to £200 for the plaque. The Clerk noted that she would place the order in the next few days.</p> <p>Cllr Beard reported that on the 21<sup>st</sup> March he would be meeting with the resident on the High Street, who's land currently includes the Parish Council Noticeboard to find out if they are happy for it to retain in its current position and for the owner to place their intended fence being it. Cllr Beard would report back on this at the next Parish Council meeting.</p> <p>Regarding the Share &amp; Repair Café, following a discussion it was agreed to look at an event around the Autumn and not to proceed with an event during June.</p> <p>Regarding the Annual Residents Meeting, the Council queried whether the date previously agreed for the meeting, being the 24<sup>th</sup> May should be changed due to several Councillors and the Clerk not being able to attend. The Chair agreed to speak with the Methodist Church about whether that could be used as a possible venue to enable additional dates for the meeting to be proposed. The Chair would also look again at available dates in the Village Hall.</p> <p>The Clerk would check and confirm back as to when the Annual meeting should take place.</p>	<p><b>DB</b></p> <p><b>Clerk</b></p> <p><b>DB</b></p> <p><b>Chair</b></p> <p><b>Clerk</b></p>

2023/031	Finance																																					
	a) <u>Financial Report for March 2023</u>																																					
	This had been circulated previously.																																					
	<u>Table 1</u>																																					
	The Clerk referred to the Clerk’s report which had been circulated prior to the meeting which reported a cash movement of -1,064.60 during February and £6,511.66 for the year to date.																																					
	<u>Table 2</u>																																					
	Transactions from the 1 <sup>st</sup> February up to the 28 <sup>th</sup> February were noted.																																					
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	<p>The Chair referred to the items of expenditure requiring approval.</p> <p>The expenditure listed totalling £920.40 and the Clerk and Handyman salaries totalling £1,090.60 were approved for payment.</p> <table><tr><th>Date</th><th>Payee</th><th>Details</th><th>Net</th><th>VAT</th><th>Gross</th></tr><tr><td>16.03.2023</td><td>SLCC</td><td>Qualification Fee - CILCA</td><td>£450.00</td><td>£0.00</td><td>£450.00</td></tr><tr><td>16.03.2023</td><td>Clerk</td><td>Clerk expenses - IONOS (Jan-March 2023)</td><td>12.00</td><td>2.40</td><td>£14.40</td></tr><tr><td>16.03.2023</td><td>Handyman</td><td>Handyman expenses (mileage &amp; Wood stain/bolt for noticeboards)</td><td>178.02</td><td>4.38</td><td>£182.40</td></tr><tr><td>16.03.2023</td><td>HMRC</td><td>HMRC - Quarter 4 (Jan-March 22)</td><td>273.60</td><td>0.00</td><td>£273.60</td></tr><tr><td></td><td></td><td>Sub Total</td><td></td><td></td><td>£920.40</td></tr></table>	Date	Payee	Details	Net	VAT	Gross	16.03.2023	SLCC	Qualification Fee - CILCA	£450.00	£0.00	£450.00	16.03.2023	Clerk	Clerk expenses - IONOS (Jan-March 2023)	12.00	2.40	£14.40	16.03.2023	Handyman	Handyman expenses (mileage & Wood stain/bolt for noticeboards)	178.02	4.38	£182.40	16.03.2023	HMRC	HMRC - Quarter 4 (Jan-March 22)	273.60	0.00	£273.60			Sub Total			£920.40	
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	The above invoices were checked, the report was approved by the Council and signed by the Chair.																																					
	b) <u>Clerks’ Report</u>																																					
	<p>The Clerk referred to the Clerk’s report covering everything from the previous meeting (16<sup>th</sup> February 2023) which had been circulated prior to this meeting.</p> <p>The Clerk reported that the first payment of precept for £14,250 would be received on the 3<sup>rd</sup> April 2023 with the second payment of £14,250 to be received on or around October 2023.</p> <p>The Clerk reported that she had received revised quotes and design plans for the Playground project which she would be reviewing shortly and which she would also forward to Cllr Purpuri to make comment on. The Clerk highlighted that she could then start putting an application together for National Lottery funding.</p> <p>The Chair reminded everyone to fill in their Election forms by the 4<sup>th</sup> April if they wished to stand again as a Parish Councillor. Following a suggestion made by the Clerk regarding promotion to encourage new Councillors, Cllr Purpuri agreed to put together a write up which he would circulate to the Council for comment before posting on social media.</p> <p>Cllr Purpuri updated on his meeting with the Team Leader for sustainable transport from BANES on the 9<sup>th</sup> March and after a brief discussion, the Council agreed to trial a scooter rack outside of Bathampton surgery between the defibrillator and the surgery fire exit. Cllr Purpuri agreed to speak with the owner of Café 25 to ask if they could move the picnic table which is currently situated in that space.</p> <p>Cllr Purpuri would additionally re-raise with BANES regarding the removal of the VOI scooters at the top of Bathampton Lane.</p> <p>The Clerk had circulated pictures of the noticeboards following the improvements to the finish of the woodwork carried out by the handyman. The Clerk noted that</p>	<div>Clerk</div> <div>TP</div> <div>TP</div> <div>TP</div>																																				

## Bathampton Parish Council

Minutes from 16.03.23

	<p>Cllr Helps would be painting the inside of each noticeboard to further improve their appearance.</p>	
<b>2023/032</b>	<b>Policies</b>	
	<p>The Policies (Standing Orders, Financial Regulations, Code of Conduct and Equality &amp; Diversity Policy) had been circulated prior to the meeting for review.</p> <p>The Council agreed to the proposed amendment of Section 18 of the Standing orders to bring it in line with the NALC April 2022 update. The Clerk would update the Standing Orders and bring the final version to the May Parish Council meeting to be adopted.</p> <p>The Council agreed to replace the Code of Conduct, adopted 17<sup>th</sup> November 2016 with the Local Government Association Model Councillor Code of Conduct 2020. The Clerk agreed to create a version adapted to Bathampton Parish Council and bring this back to the April Parish Council meeting for review.</p> <p>No changes were proposed to the financial Regulations or the Equality &amp; Diversity Policy. The Council agreed that no amendments were required.</p>	<p style="text-align: right;"><b>Clerk</b></p> <p style="text-align: right;"><b>Clerk</b></p>
<b>2023/033</b>	<b>Civility &amp; Respect Pledge</b>	
	<p>The Civility and Respect Pledge had been circulated to all councillors ahead of the meeting for the Council to consider whether they were ready to sign the pledge. Following a discussion, the Clerk was asked to contact the Avon Local Council Association (ALCA) for guidance regarding the statements referring to the training programme and the Dignity at work policy which Bathampton Parish Council don't currently have in place.</p>	<b>Clerk</b>
<b>2023/034</b>	<b>Annual Residents Meeting</b>	
	This was discussed under agenda item 2023/031b.	
<b>2023/035</b>	<b>Ongoing Items</b>	
	<p><b><u>Climate Emergency</u></b></p> <p>Cllr Helps had noted on her email update, circulated prior to the meeting that she was trying to find a date for the trialling of the Thermal Camera.</p> <p>Cllr King noted that along with Cllr Helps she was intending to talk to the new owners of the house that borders the footpath by St Nicholas Court to find out what their plans are regarding the remaining boundary following the removal of several trees.</p> <p><b><u>Safer routes to school</u></b></p> <p>Cllr Purpuri reported that no progress had been made since the last Parish Council meeting. It was agreed that Councillors would follow up on possible leads to obtain volunteers to help drive the project forward.</p>	<b>ALL</b>
<b>2023/036</b>	<b>Group Reports</b>	
	<p><b><u>Planning &amp; Conservation</u></b></p> <p>Cllr King referred to her report from the planning group which had been circulated prior to the meeting.</p> <p>Cllr King referred to one application which had been received following circulation of the agenda. The Clerk noted that she had requested an extension for comment and would update once a reply from the case officer had been received.</p> <p>Cllr King referred to applications (23/00644/TCA) at the Vicarage on Bathampton Lane (23/00645/TCA) at St Nicholas Court, Bathampton Lane and (23/00647/TCA)</p>	

	<p>for various tree works in a conservation area. A 'No Objection' response to each application was proposed.</p> <p>Regarding application (23/00659/FUL) for 41 Warminster Road for the erection of a garage building incorporating a garage, gym and garden room following demolition of existing garage. A no objection response was proposed.</p> <p>Regarding application (23/00703/FUL) for 25 Hantone Hill for the erection of a new 1<sup>st</sup> floor extension over existing single storey extension. A no objection in principle response was proposed but with the comment that the Parish Council would prefer the cladding to be in keeping with the neighbourhood.</p> <p>The Planning group proposed submitting a similar response to the University of Bath revised application (22/04720/FUL) for the floodlit, recyclable all-weather turf pitch and multi games area with additional lighting to existing training strip, noting they carry out a proper review of the lighting.</p> <p>The Council were unanimously in support of the planning groups proposed responses to the applications received and responses would be submitted to BANES by the Clerk following the meeting.</p> <p><b><u>Highways</u></b></p> <p>Cllr Bash provided an update on Speed watch activity that other Parish Councils were currently undertaking.</p> <p>Cllr Bash noted that he would obtain further information and report back at the April Parish Council meeting.</p> <p><b><u>Footpaths</u></b></p> <p>Cllr Beard reported that BANES are intending to carry out drainage and surface improvement works on footpath BA1/19 in the next couple of weeks.</p> <p>Cllr Beard noted that he was following up with National Highways (NH) on the forthcoming works and planned closure of the A36 between Bathampton and Limpley Stoke during summer 2023 but highlighted that they were still at the planning stage.</p> <p>Cllr Beard additionally reported that the BANES Drainage team would be carrying out works on Bathampton Lane, likely to take place during 2024 with resurfacing works to follow.</p> <p>Cllr Beard highlighted that the Wall by Court Leet was crumbling and at risk of collapse and falling into the road. The Clerk was asked to find the contact details for the family who own the field and stone wall so that they could be contacted regarding this issue.</p> <p>Cllr Beard noted correspondence received from a resident of Kennet Park regarding canal boats parked outside their property and the issue of the boat fumes which were causing them health issues. Cllr Beard would pass on the details to Cllr Bash so that he could follow this up with the Canal &amp; River Trust (CRT)</p> <p><b><u>Leisure &amp; Amenities</u></b></p> <p>There was nothing further to report.</p> <p><b><u>Policy &amp; Finance</u></b></p> <p>There was nothing further to report.</p>	<p><b>Clerk</b></p> <p><b>RB</b></p> <p><b>Clerk</b></p> <p><b>DB/RB</b></p>
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	<b>BPC's Digital Presence</b> There was nothing further to report.  <b><u>Canals</u></b> There was nothing further to report.	
<b>2023/037</b>	<b>Open Forum</b>  Following a discussion on the ownership of the hut on the Parish Council allotments, the Clerk was asked to pass onto Cllr Beard, the contact details for the previous Clerk who may know the history of the hut and be able to provide information relating to the lease arrangements.  A brief discussion took place regarding Swift nest boxes. The Chair suggested that the Parish Council could provide support via social media to encourage people to have them, but it was highlighted that installation of the boxes is quite tricky as they need to be placed up high.  The Chair referred to correspondence received from a resident regarding the crumbling of the steps for the path leading up to St Georges's Hill off the Warminster Road. The Chair noted that she had put the resident in touch with Cllr's Sarah Warren and Kevin Guy to help determine whether the steps are BANES property and are their responsibility for their maintenance.  Cllr Ardrey referred to correspondence received from the WI who asked whether they could include a write up in the Parish Council newsletter regarding their forthcoming tabletop sale in May. The Chair suggested that the WI contact Cllr Helps directly regarding the content for inclusion and Cllr Ardrey agreed to contact the WI to let them know.	<b>Clerk</b>          <b>GA</b>
	There was nothing further to report.	
<b>2023/038</b>	<b>Date of next meeting. Thursday 20<sup>th</sup> April 7.30pm.</b>	
	There being no further business the meeting closed at 20.55 pm	

**Signed:** .....

**Chair:**

**Date:** .....