

Minutes of the Meeting held on 14th December 2023

Present: M. Brennan Chair (MB), L. King – Vice Chair (LK), R. Bash (RB) & G. Ardrey (GA), J. Helps (JH), D. Beard (DB) & Liz Daly (Clerk).

		Actions
		Actions struck through are complete
2023/167	Welcome: Cllr Brennan (Chair) welcomed everyone to the meeting. The meeting would be recorded for minuting purposes.	
2023/168	<p>Update from Cllr Sarah Warren:</p> <p>Cllr Sarah Warren gave the Council a general update. Cllr Sarah Warren was hopeful and delighted to report that BANES should have budget set aside for next Financial Year to complete the road safety works across the Canal bridge.</p> <p>Regarding Electric Vehicle (EV) charging points, Cllr Sarah Warren noted that the West of England Combined Authority (WECA) had budget to put in EV charging spaces and were also looking at car club initiatives should the Parish Council see any merit in a scheme for Bathampton. The Parish Council noted that they would be inviting WECA along to a Parish Council meeting to discuss this further.</p> <p>Cllr Sarah Warren reported that the BANES draft local plan would be going out for consultation during January 2024. It was highlighted that within the plan it suggests that rural villages such as Bathampton need to identify sites for a 5% growth in new homes over the next 20 years, which would equate to about 35 new homes within the village. Cllr Sarah Warren additionally highlighted that this could also involve the need to de-designate green belt sites.</p> <p>Cllr Sarah Warren left the meeting.</p>	
2023/169	Apologies: Received from T. Purpuri (TP).	
2023/170	Declarations of interest: None.	
2023/171	Minutes of the previous meeting	
	<p>The Minutes for the meeting of Bathampton Parish Council held on the 16th November 2023 had been circulated prior to the meeting.</p> <p>The Minutes were unanimously APPROVED and would be signed by the Chair at the end of the meeting.</p>	
2023/172	Public Participation	
	There were no members of public present.	
2023/173	Review of actions carried forward from previous meetings	
	<p>The actions carried forward were reviewed.</p> <p>The Clerk was asked to invite WECA along to the January Parish Council meeting.</p> <p>The Clerk was asked to find out whether Cllr Purpuri had contacted number 2 Holcombe Lane regarding the cutting back of their creeper plant. If no contact had been made, the Clerk was asked to send a letter to the owners. Cllr Helps offered to draft wording for the letter.</p> <p>Cllr Beard reported that he had contacted BANES who confirmed that Bath don't have an emergency plan in place as these are being put together by Wards but only Weston is</p>	<p>Clerk</p> <p>Clerk / JH</p>

	<p>working on one presently. It was further confirmed that only Bathampton and Saltford are considering plans at a Parish Council level.</p> <p>Cllr Beard noted an offer from the Chief Flood Resilience Officer at BANES to attend a forthcoming Parish Council meeting. The Council suggested that Cllr Beard should invite them along to the February Parish Council meeting.</p> <p>Cllr Beard reported that the bridleway surface up from St George’s Hill had been made more stable and compacted with the use of left over tarmac. It was reported that the BANES public rights of way officer would visit on site to see what else could be done but no budget was remaining for the current Financial Year.</p> <p>Cllr Beard additionally noted that the BANES drainage team had been out to investigate the drains following an overflow of water onto Bathampton Lane from the stream next to the Triangular field. It was reported that the BANES team would visit the site to unblock trash screens that were filled with debris and no longer functioning properly and to unblock the drains along Bathampton Lane.</p> <p>It was further noted that the drains across Devonshire Road were blocked with silt but there were no manhole inspection covers along the road which should be in place. It was suggested that BANES may have available budget to install these in early 2024 to enable them to flush the drains out and help minimise future flooding.</p> <p>Cllr Helps reported that the white lines had been repainted on the corner of Devonshire Road.</p>	DB																														
2023/174	Finance																															
	a) <u>Financial Report for December 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 -£1,624.48 during November and £12,142 for the year to date.																															
	<u>Table 2</u>																															
	Transactions from the 1 st November up to the 30 th November were noted.																															
	<u>Table 3</u>																															
	<p>The Clerk referred to the items of expenditure requiring approval for December. The expenditure on the report totalling £384.65 and the Clerk and Handyman salaries totalling £1,180.71 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>16.12.2023</td><td>HMRC</td><td>Oct - Dec 2023 (QT3)</td><td>£370.25</td><td>£0.00</td><td>£370.25</td></tr><tr><td>16.12.2024</td><td>Clerk Expenses</td><td>IONOS (Oct, Nov, Dec 2023)</td><td>£12.00</td><td>£2.40</td><td>£14.40</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td>Sub Total</td><td></td><td></td><td>£384.65</td></tr></table>	Date	Payee	Details	Net	VAT	Gross	16.12.2023	HMRC	Oct - Dec 2023 (QT3)	£370.25	£0.00	£370.25	16.12.2024	Clerk Expenses	IONOS (Oct, Nov, Dec 2023)	£12.00	£2.40	£14.40									Sub Total			£384.65	
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	b) <u>Clerk’s Report</u>																															
	<p>The Clerk referred to the Clerk’s report covering everything from the previous meeting (16th November 2023), circulated prior to this meeting.</p> <p>The Council reviewed the options for higher interest savings accounts which were included within the Clerk’s report. The Clerk was asked to look at the Recognise Bank options with the view of placing £20k into an instant access account at an AER of 3.15% and the total funds for the playground project to go into the 120 days’ notice option with an AER of 4.40%.</p> <p>The Clerk reported that she was liaising with Cllr Purpuri regarding the installation of a cookie consent box on the Bathampton Parish Council website.</p>	Clerk																														

	<p>The Clerk reported that the priorities sent to the Clean and Green team had been re-sent with the inclusion of 'what3words' to enable operatives to find the specified locations. The priorities would be included on a list of outstanding priorities which the Clean and Green team would look to complete on one of their catch-up-weeks.</p> <p>Regarding the lamppost outside 111 Holcombe Close, the Clerk was asked to contact BANES and find out whether the lamppost could be placed nearer to the fence between 111 and 109. The Clerk was additionally asked to draft a letter to consult with homeowners living in numbers 87 up to 113 Holcombe Close, being 13 homes in total.</p> <p>Following a reported issue with a yew tree obscuring a streetlight on Bathampton Lane, Cllr Beard agreed to speak with the owners of Elmsleigh to ask about getting the tree cut back.</p>	<p align="center">Clerk</p> <p align="center">DB</p>
2023/175	Policies	
	<p>The Clerk referred to the list of policies which the Council should legally have in place and ones which are deemed good practice to have, which was circulated ahead of the meeting.</p> <p>As a starting point, the Council agreed to put a Complaints procedure policy and Records Retention Policy in place which the Parish Council are legally required to have. The Clerk would additionally look at the Expenses Policy due to its reference within the employment contracts. The remaining good practice policies would be considered following completion of the above.</p>	Clerk
2023/176	Grants to Community Groups	
	<p>The grant applications and supporting accounts received for the 2024 Grant application process had been circulated to all Councillors prior to the meeting.</p> <p>Following a discussion, the amounts awarded to each organisation were unanimously agreed as follows: Churchyard Maintenance - £1,050 which would additionally cover all memorial planting for the year, Village Show - £800, Bathampton Playgroup - £169</p> <p>The Clerk would contact the organisations during January to let them know the outcome of their applications.</p>	Clerk
2023/177	Share & Repair Cafés	
	<p>Following a discussion on forthcoming Share & Repair events for 2024-2025, Cllr King agreed to speak with the Repair Café and ask them about an event on the 8th June to tie in with the Village Show's plant sale. Cllr Beard would additionally speak to the Village Show Committee to find out if they would be happy for the Repair Café to run alongside their event.</p> <p>Budget would remain in the 2024-25 budget to run one event. It was agreed that if the event doesn't run, the Parish Council could instead look to promote other Share & Repair cafés in the local area via the newsletter.</p>	DB/LK
2023/178	2024-2025 Draft Budget	
	<p>The Clerk referred to the draft budget which was circulated ahead of the meeting. The Clerk highlighted that it was an early draft and some of the budgeted figures were still awaiting quotes.</p> <p>The Chair noted that the final budget would come back to the January Parish Council meeting for approval. Councillors were invited to get in touch with the Clerk if they had any comments or to suggest any items that should but haven't yet been accounted for.</p>	All
2023/179	Ongoing Items	
	<p><u>Climate Emergency</u> There was nothing further to report.</p> <p><u>Safer routes to school</u> There was nothing further to report.</p>	

2023/180	Group Reports	
	<p><u>Planning & Conservation</u> Cllr King referred to the planning report circulated prior to the meeting. Regarding application (23/04374/FUL) at 10 Warminster Road for the erection of a side storey extension to replace the existing single storey garage, the Planning group proposed a 'No Objection' response.</p> <p>For application (23/04379/FUL) at 59 Hantone Hill for the erection of a side rear 2 storey extension, the planning group suggested a 'No Objection' response.</p> <p>Applications 23/04402/FUL & 23/04403/LBA at the Old Rectory for external alterations and new steps with the creation of a larger terrace & alterations to the Orangery, a 'No Objection' response was suggested by the planning group.</p> <p>For the application (23/04379/FUL) at 82 Warminster Road for the erection of two 2.5 storey dwellings and detached garages following demolition of existing house, the Planning group proposed a 'No objection in principle' response but noted the need for the plans to be revisited and that the parking would be based on the views given by Highways England.</p> <p>The Council approved the planning groups proposed responses and these would be sent to BANES following the meeting.</p> <p><u>Highways</u> Cllr Purpuri circulated an update prior to the meeting noting that he had spoken to BANES regarding the TIER scooters and BANES were going to push the need for painted bays to keep the scooters more orderly when parked.</p> <p><u>Footpaths</u> There was nothing further to report.</p> <p><u>Leisure & Amenities</u> Cllr Helps referred to Plot 2 at the allotments which was primarily in shade due overgrown plum trees in a neighbour's garden. The Council agreed to allow Cllr Helps to discount the plot in the future as she felt best and in consideration that the existing tenant had asked to swap the plot as growing vegetables was proving challenging.</p> <p><u>Policy & Finance</u> There was nothing further to report.</p> <p><u>BPC's Digital Presence</u> There was nothing further to report.</p> <p><u>Canals</u> There was nothing further to report.</p>	Clerk
2023/181	<p><u>Open Forum</u> The Council agreed that no additional defibrillators for the village would be purchased at this time.</p> <p>The Chair referred to the BANES community grant which Cllr Kevin Guy had contacted her about. The Council agreed that a rechargeable electric trimmer for use by the volunteers for footpath maintenance would be beneficial. The Clerk was asked to contact Cllr Sarah Warren to ask what the deadline for this application is.</p>	Clerk
2023/182	Date of next meetings. Thursday 18 th January 2024.	
	There being no further business the meeting closed at 21.10 pm	

Signed:

Chair:

Date: