

Minutes of the Meeting held on 18th January 2024

Present: M. Brennan Chair (MB), L. King – Vice Chair (LK), T. Purpuri (TP), J. Helps (JH), G. Ardrey (GA) & Liz Daly (Clerk).
One member of the public in attendance.

		Actions
		Actions struck through are complete
2024/001	Welcome: Cllr Brennan (Chair) welcomed everyone to the meeting. The meeting would be recorded for minuting purposes.	
2024/002	Apologies: Received from Cllr's R. Bash (RB) & D. Beard (DB)	
2024/003	Declarations of interest: None.	
2024/004	Minutes of the previous meeting	
	The Minutes for the meeting of Bathampton Parish Council held on the 14 th December 2023 had been circulated prior to the meeting. The Minutes were unanimously APPROVED and would be signed by the Chair at the end of the meeting.	MB
2024/005	Public Participation	
	The member of public was invited to speak. He noted his concerns regarding current and historic Bath University lighting and planning applications relating to the University Campus and their field Station on Mill Lane and the impact of these on wildlife, notably the Bechstein's bats. The member of public referred to an email sent to Councillor King requesting information from the Parish Council. The Chair asked him to repeat the request for information and to email this directly to the Clerk. The member of public left the meeting.	
2024/006	Review of actions carried forward from previous meetings	
	The actions carried forward were reviewed. Cllr Purpuri reported that an application for funding to improve pedestrian safety across the canal bridge had been submitted to BANES and they were now waiting on a funding decision to be made. It was reported by the Chair that Cllr Beard had invited the Chief Flood Resilience Officer at BANES along to the February Parish Council meeting and he confirmed that they would be able to attend. It was further reported that Cllr Beard had spoken with the owner of Elmsleigh on Bathampton Lane and they have trimmed back the yew tree that was obscuring a streetlight. The Chair referred to an update circulated by Cllr Beard prior to the meeting which confirmed that the Village Hall Committee were happy for a Share & Repair Café to run alongside their June Plant sale. Cllr King reported that the Share & Repair Café could additionally attend on the 8 th June. Cllr King agreed to find out how much space the Share and Repair Café would be able to have at the event and to speak with the Share & Repair Café regarding attendees to help run the event. It was agreed to put a Share & Repair Save the date feature in the February Parish Council Newsletter with a request for volunteers to help assist at the event.	LK LK/JH
2024/007	Finance	
	a) <u>Financial Report for January 2024</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 -£604.99 during December and £11,537.01. for the year to date.																															
	<u>Table 2</u>																															
	Transactions from the 1 st December up to the 31 st December were noted.																															
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	<p>The Clerk referred to the items of expenditure requiring approval for January. The expenditure on the report totalling £337.39 plus 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>18.01.2024</td><td>EDF</td><td>Electricity (1st Oct 2023 - 31st Dec 2023)</td><td>£72.75</td><td>£3.64</td><td>£76.39</td></tr><tr><td>18.01.2024</td><td>CPRE</td><td>CPRE Annual Membership</td><td>£36.00</td><td>£0.00</td><td>£36.00</td></tr><tr><td>18.01.2024</td><td>Minuteman</td><td>Printing of the February Newsletter</td><td>£225.00</td><td>0.00</td><td>225.00</td></tr><tr><td></td><td></td><td>Sub Total</td><td></td><td></td><td>£337.39</td></tr></table>	Date	Payee	Details	Net	VAT	Gross	18.01.2024	EDF	Electricity (1st Oct 2023 - 31st Dec 2023)	£72.75	£3.64	£76.39	18.01.2024	CPRE	CPRE Annual Membership	£36.00	£0.00	£36.00	18.01.2024	Minuteman	Printing of the February Newsletter	£225.00	0.00	225.00			Sub Total			£337.39	
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	<p>The Clerk referred to the Clerk’s report covering everything from the previous meeting (14th December 2023), circulated prior to this meeting.</p> <p>The Clerk reported that Cllr Ardrey had checked the Parish Council accounts for October – December 2023 and no issues had been raised.</p> <p>Following a discussion and a review of the saving account options information included in the Clerk’s report, the Council agreed to proceed in opening two savings accounts with Charity Bank on their Easy Access savings option at a 3.22% Gross AER. One account would include the total playground funds and the other would include £20k. The remaining funds would be retained in the existing Barclays Community Account and funds would not be transferred between accounts unless the funds in the Community account were not sufficient to pay our costs.</p> <p>It was agreed to include Cllr’s Brennan, King and Ardrey as signatures on the Charity Bank account. It was further agreed to include Cllr King and Cllr Ardrey as signatories for account transfers.</p> <p>The Clerk reported that an annual risk assessment would be completed for the allotments around March which would be conducted by the Clerk and Cllr Helps. Findings would be brought back to a forthcoming meeting for review and discussion.</p> <p>Regarding the Handyman, it was agreed that the Clerk would get general advice from the National Association of Local Councils (NALC) on the process the Council should follow regarding e.g. sick pay entitlements.</p> <p>The Clerk was asked to speak with the Handyman or his son to get an update on his current health condition and to find out whether he is likely to return to his role and if so, the expected return date. It was agreed that depending on the outcome of the call, the Council would proceed in advertising for either a temporary or permanent replacement and to include something in the February Parish Council Newsletter.</p> <p>The Clerk was additionally asked to find out what the Handyman would like the Council to mention in the newsletter regarding his temporary absence.</p> <p>The possibility of employing a handyperson/Handyman on a zero-hour contract was discussed.</p> <p>Regarding the Correspondence received via Cllr King, relating to a free self-learning service from ergsv.com. it was agreed that the Parish Council do not promote material on their</p>	<p>Clerk / JH</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																														

	social media platforms as this would imply they could verify the content, but that Cllr King should suggest that they try using the Bathampton Community Group Facebook page instead.	
2024/008	2024/2025 Budget	
	<p>The Clerk referred to the 2024/2025 Budget which had been circulated ahead of the meeting. It was highlighted that the Grass cutting budget for the allotments and Recreation ground had been increased as BANES were suggesting a 10% increase Year on Year (YOY).</p> <p>The Clerk highlighted that provision for any website development i.e. cookie consent during 2024-25, should it be needed would be covered under the contingency budget. The Clerk was asked to speak with David Mayo to find out if he could offer any guidance or help to get something implemented.</p> <p>The Council unanimously approved the budget and a precept of £29,700 (an 4.21% increase from the previous year).</p>	Clerk
2024/009	Record Retention Policy	
	The Clerk referred to the Bathampton Parish Council Record Retention Policy which had been circulated ahead of the meeting. Following a review of the document and discussion, the Council unanimously agreed to adopt the policy.	
2024/010	Bathampton Parish Council Newsletter	
	<p>The Chair noted that all submissions for the newsletter need to be sent to Cllr Helps by the 26th January. The newsletter content was agreed and assigned to named Councillors and the Clerk to write up for inclusion.</p> <p>Cllr King referred to the BANES Liveable Neighbourhood programme relating to the closure of New Sydney Place and Sydney Road. Following a discussion, it was agreed to seek more information for further discussion and to include a write up in the newsletter to raise awareness amongst the Community.</p>	All
2024/011	National Lottery Application.	
	<p>The Clerk referred to the National Lottery application which had been circulated ahead of the meeting. Following a discussion, the Clerk was asked to include information to note that the Parish Council put funds aside each year for the Project and money is received from fundraising events but that costs to deliver the project keep increasing in line with this making it difficult to acquire the needed funds.</p> <p>It was additionally agreed to include information on how much the project is estimated to cost in view of the supplier quotes received, highlighting that the receipt of National Lottery funding would enable the Parish Council to proceed.</p> <p>The Clerk would amend the application and re-circulate for approval.</p>	Clerk
2024/012	Traffic Regulation Order (TRO) 23-035 Mill Lane (20mph limit)	
	<p>Following a brief discussion, the Council agreed that they were in support of the TRO.</p> <p>The Clerk was asked to email BANES and note that the Parish Council support the TRO in view that Mill Lane is a safer route to school route between Bathampton and Batheaston and in view that there is a popular crossing point for cyclists and pedestrians to access the Bathampton Meadows nature reserve.</p>	Clerk
2024/013	Ongoing Items	

	<p><u>Climate Emergency</u> Cllr Helps provided an update to the Council following a trial of the thermal camera, hired from Bath Share & repair. The Council agreed to include details in the February Parish Council newsletter.</p> <p><u>Safer routes to school</u> There was nothing further to report.</p>	JH/MB
2024/014	Group Reports	
	<p><u>Planning & Conservation</u> Cllr King referred to the planning report circulated prior to the meeting.</p> <p>Regarding application (23/04670/FUL) for 41 Hantone Hill for internal remodelling with gable conversion and alteration to the garage. The Planning Group said the application was straightforward and a 'No Objection' response was proposed.</p> <p>The Planning Group additionally noted that application 23/04249/FUL for 82 Warminster Road had been withdrawn.</p> <p>The Council agreed with the suggested response, and this would be sent to BANES following the meeting.</p> <p><u>Highways</u> There was nothing further to report.</p> <p><u>Footpaths</u> There was nothing further to report.</p> <p><u>Leisure & Amenities</u> There was nothing further to report.</p> <p><u>Policy & Finance</u> There was nothing further to report.</p> <p><u>BPC's Digital Presence</u> Cllr Purpuri highlighted the receipt of spam messages on the Parish Council Facebook account which had been received recently and which he had now deleted.</p> <p><u>Canals</u> There was nothing further to report.</p>	
2024/015	Open Forum There was nothing further to report.	
2024/016	Date of next meetings. Thursday 15 th February 2024.	
	There being no further business the meeting closed at 21.38 pm	

Signed:

Chair:

Date: