

**Minutes of the Meeting held on 17<sup>th</sup> October 2024.  
Bathampton Village Hall, 7.30pm.**

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

**Ward Councillor Sarah Warren in attendance.**

**The meeting started at 7.30pm.**

|                 |   | <b>Actions</b>  |
|-----------------|---|---|
|                 |   | Actions struck through are complete                           |
| <b>2024/143</b> | <b>Welcome:</b> Vice-Chair, L. King (LK) would chair the meeting in the absence of the Chair, M. Brennan. L. King (Chair) welcomed everyone to the meeting.<br>The Chair noted that the meeting would be recorded for minuting purposes only.   |   |
| <b>2024/144</b> | <b>Apologies:</b> M. Brennan, Chair (MB) & J. Helps (JH) citing holidays.<br>The Council resolved unanimously to accept the reasons for absence.  |   |
| <b>2024/145</b> | <b>Declarations of interest:</b> None.  |   |
| <b>2024/146</b> | <b>Minutes of the previous meeting</b>  |   |
|                 | The Minutes for the meeting of Bathampton Parish Council held on the 19 <sup>th</sup> September 2024 had been circulated prior to the meeting.<br><br>The Minutes were unanimously APPROVED and would be signed by the Chair at the end of the meeting.   | <b>LK</b>   |
| <b>2024/147</b> | <b>Public Participation</b>   |   |
|                 | The Chair invited Ward Councillor Sarah Warren to provide an update on matters of interest.<br><br>Cllr Sarah Warren informed the Council that the Sydney Road Closure data is still being collected and analysed and that due to the A36 road closure, the trial is likely to be extended. It was however noted that she had no confirmation of the timeline for this. Cllr Warren agreed to keep the Parish Council updated on the monitoring process and data availability.<br><br>Cllr King referred to the Freedom of Information Act (FOIA) request received on the 18 <sup>th</sup> September, requesting all documents and information held by the Parish Council relating to the Sydney Road Closure and which the council had responded to on the 8 <sup>th</sup> October.<br><br>Cllr King noted an email received from a resident which had been sent to the Chair, informing her of their own objection to the scheme. This had not been directed to the Parish Council nor shared and there was uncertainty on whether it should be included as part of the FOIA response. Cllr King asked Cllr Warren if individual objections are shared publicly.<br><br>Cllr Warren clarified that individual objections are not currently on public record and once they are, responses will be anonymised and summarised. It was agreed that the Clerk will seek advice from a FOI specialist before deciding whether to disclose the email.<br><br>Cllr Warren referred to complaints received from member of the community regarding the Number 11 bus timetable with a wish to look at spacing the timings better with the D1 service.<br><br>Cllr Warren informed the council that the West of England Combined Authority (WECA) had responded to her request for changes to the number 11 bus timetable. WECA explained that the 11 and 12 services are subsidised and must operate on a regular schedule to be financially sustainable. Due to route overlaps which makes coordination complex and the commercial nature of the D1 service which can be changed in view of demand, adjusting the number 11 timetable could negatively impact the overall bus network and service for its current users. In view of this, WECA were unable to offer any assistance at this time. | <b>SW</b><br><br><br><br><br><br><br><br><br><br><b>Clerk</b> |

|                 |   |           |
|-----------------|---|-----------|
|                 | <p>Cllr Warren informed the Parish Council that the King Edward's School (KES) licence application will be reviewed by committee and that she plans on attending. Cllr King noted that a Bathampton Parish Council representative will also be present.</p> <p>Cllr Sarah Warren updated the Parish Council regarding the Local plan and provided feedback on the Community Conversation sessions that had recently been held, noting positive feedback from those who attended. It was highlighted that the next event would be held in Midsomer Norton.</p> <p>Cllr Purpuri inquired about funding for Bathampton's Liveable Neighbourhood application. Cllr Sarah Warren informed the council that the City Regions Sustainable Transport Fund for transport initiatives had funded the first 15 liveable Neighbourhood plans and that BANES had been invited to submit proposals for a second wave of funding which would run for 5 years, starting in 2027. It was highlighted that if successful, this could help provide funding for Bathampton's Liveable Neighbourhood plan.</p>   |           |
| <b>2024/148</b> | <b>Review of actions carried forward from previous meetings</b>   |           |
|                 | <p>The actions carried forward were reviewed. Following the receipt of updated reports and verbal updates during the meeting, the following actions were confirmed as being complete. The Clerk was asked to remove them from 'Actions Carried Forward':</p> <ol style="list-style-type: none"> <li>1) Councillors had reviewed the revised plans for the Bathampton Canal Bridge.</li> <li>2) The Clerk confirmed that £300 had been donated to the Cotswold Wardens on the 14<sup>th</sup> January 2022, which was thought to be for tree works in the Playing Field.</li> <li>3) The clerk had obtained information from the pharmacy on how people can support local pharmacies, and the information had been promoted via social media.</li> </ol> <p>Cllr Bash reported that he had requested a new quote for the speed watch camera equipment and once received, he would finalise the application and submit it to the Police Community Fund.</p> <p>Cllr Bash mentioned that a representative from Avon Somerset Police, who oversees speeding, is interested in revisiting the auto speed watch initiative. It was noted by the council that due to a lack of volunteers, Bathampton have been unable to implement this. Cllr Warren suggested contacting Bathford Parish Council for the police representatives contact information to discuss further.</p> <p>The remaining actions were carried forward.</p> | <b>RB</b> |
| <b>2024/149</b> | <b>Finance</b>  |           |
|                 | a) <u>Financial Report for October 2024</u>   |           |
|                 | This had been circulated previously.  |           |
|                 | <u>Table 1</u>  |           |
|                 | <p>The Clerk referred to the financial report which she had circulated prior to the meeting. Regarding the Playground Project, the Clerk reported on the funds raised to date. Cllr Warren noted that a neighbouring Parish Council had doubled their precept to acquire funds and considering a similar approach may help accelerate funding for the project.</p> <p>Cllr Sarah Warren left the meeting.</p>   |           |
|                 | <u>Table 2</u>  |           |
|                 | Transactions from the 1 <sup>st</sup> September up to the to the 30 <sup>th</sup> September were noted.   |           |
|                 | <u>Table 3</u>  |           |

|            | <p>Expenditure totalling £56.80 were approved for payment. Regarding the net salaries totalling £1,030.63 for approval, the Council unanimously agreed to calculate the Handyman's final salary on the hours indicated on his time sheets being 26 hours in total. The new amount of £1,046,50 was 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>17.10.2024</td><td>Jan helps</td><td>Expenses - Christmas tree baubles</td><td>£33.33</td><td>£6.67</td><td>£40.00</td></tr><tr><td>17.10.2024</td><td>Clerk</td><td>October Expenses - IONOS (July, Aug, Sept)</td><td>£14.00</td><td>£2.80</td><td>£16.80</td></tr><tr><td></td><td></td><td>Sub Total</td><td></td><td></td><td>£56.80</td></tr></table> <p>The Clerk informed the Parish Council that the IONOS contract for hosting the Bathampton parish Council website had unexpectedly expired and that the monthly cost had increased from £4 to £6 (excluding VAT) per month, starting in September.</p> <p>The Clerk reported that to obtain a better deal before the next payment went out, she had negotiated a new 12-month contract with IONOS at a special rate of £3.60 (excluding VAT) effective 11<sup>th</sup> October. The Council unanimously approved this decision.</p>  | Date                                       | Payee  | Details | Net    | VAT | Gross | 17.10.2024 | Jan helps | Expenses - Christmas tree baubles | £33.33 | £6.67 | £40.00 | 17.10.2024 | Clerk | October Expenses - IONOS (July, Aug, Sept) | £14.00 | £2.80 | £16.80 |  |  | Sub Total |  |  | £56.80 |  |
|------------|---|--|--------|---------|--------|-----|-------|------------|-----------|-----------------------------------|--------|-------|--------|------------|-------|--|--------|-------|--------|--|--|-----------|--|--|--------|--|
| Date       | Payee   | Details                                    | Net    | VAT     | Gross  |     |       |            |           |                                   |        |       |        |            |       |  |        |       |        |  |  |           |  |  |        |  |
| 17.10.2024 | Jan helps   | Expenses - Christmas tree baubles          | £33.33 | £6.67   | £40.00 |     |       |            |           |                                   |        |       |        |            |       |  |        |       |        |  |  |           |  |  |        |  |
| 17.10.2024 | Clerk   | October Expenses - IONOS (July, Aug, Sept) | £14.00 | £2.80   | £16.80 |     |       |            |           |                                   |        |       |        |            |       |  |        |       |        |  |  |           |  |  |        |  |
|            |   | Sub Total                                  |        |         | £56.80 |     |       |            |           |                                   |        |       |        |            |       |  |        |       |        |  |  |           |  |  |        |  |
|            | <p>b) <u>Clerk's Report</u></p>   |  |        |         |        |     |       |            |           |                                   |        |       |        |            |       |  |        |       |        |  |  |           |  |  |        |  |
|            | <p>The Clerk referred to the Clerk's report covering everything from the previous meeting (19<sup>th</sup> September 2024), which had been circulated prior to this meeting.</p> <p>The Clerk reported that Cllr Ardrey had completed and verified the accounts for July – September 2024. No concerns were raised.</p> <p>The Clerk reported that the second instalment of Precept totalling £14,850 had been received. It was also highlighted that the resident donation of £55 and £15 raised from map sales at the village show were both transferred to the Charity Bank Playground savings account on October 7<sup>th</sup>, 2024.</p> <p>The Clerk shared information on how neighbouring Parish Councils handle their general rubbish and green garden waste disposal. The Parish Council unanimously agreed to await a response from BANES before determining a disposal procedure for Bathampton Parish Council. Potential solutions including composting bins on the allotments and using the Dry Arch facilities were discussed.</p> <p>The Clerk highlighted that she had contacted Ryan, the installer of the previous deer-proof fencing at the allotments, to obtain a quote for fencing the remaining perimeter. The Clerk highlighted that she would schedule a meeting with Ryan upon Cllr Helps' return from holiday.</p> <p>Regarding the email received from a resident, citing concerns about the condition of the area along Holcombe Lane, particularly in front of the village shops, the Clerk reported that she had contacted Cllr Warren who forwarded the email to Gary Peacock at BANES to inquire about who is the responsible authority for the pavement maintenance.</p> <p>The Clerk further reported that Gary Peacock confirmed the footpath was a public highway and had forwarded the email to another BANES colleague asking for this request to be reviewed when developing the BANES resurfacing programmes for 2025/26.</p> <p>It was also highlighted by the Clerk that the cycle rack could potentially be upgraded, and she had found out that the scooter bay markings are temporary and will fade over time.</p> <p>Cllr Beard was asked to explore potential partnerships with the local businesses for potentially improving the area outside their premises. The Parish Council expressed reservations about having planters along the pavement due to a previous lack of community support for their maintenance, but this may be reconsidered based on business involvement.</p> <p>Regarding the bench on the grass opposite the Doctors surgery, the council unanimously agreed not to act as the bench is not theirs and the land is not owned by the Parish Council.</p> |  |        |         |        |     |       |            |           |                                   |        |       |        |            |       |  |        |       |        |  |  |           |  |  |        |  |

DB

|                 |   |  |
|-----------------|---|--|
|                 | <p>The Clerk would reply to the resident who raised concerns for the areas condition, providing detail as discussed above.</p> <p>The Clerk referred to an email received from the Clerk of Batheaston Parish Council on the morning before the meeting, asking whether Bathampton Parish Council would have any interest in collaborating with Batheaston in producing a joint Neighbourhood plan.</p> <p>After discussion, the Parish Council unanimously agreed that a neighbourhood plan should be community-led and due to the workload involved they don't think the effort required outweighs the potential benefits of having one. The Clerk was asked to respond to Batheaston with their views.</p> <p>Cllr Beard agreed to pass on details for the Village show committee member who oversees fundraising to the Clerk to pass onto the member of the community who may be interested in sponsoring the event.</p>   | <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>DB</b></p> |
| <b>2024/150</b> | <b>Bathampton Parish Council Newsletter</b>   |  |
|                 | <p>The content and timings for providing the information to Cllr Brennan were agreed.</p> <p>The Clerk thought that the copy for the Handyperson Job advertisement had been sent to Cllr Brennan from Cllr Helps but she could provide a copy of this information if it had not been received. The Council agreed to set a November 30<sup>th</sup>, 2024, deadline for applications.</p> <p>The Clerk highlighted that she would look to create a job advertisement flyer for the Handyperson role to be promoted on the parish noticeboards and social media.</p>   | <p><b>TP/LK/MB</b></p> <p><b>Clerk</b></p>               |
| <b>2024/151</b> | <b>Christmas tree</b>   |  |
|                 | <p>The Clerk had circulated pricing information for various Christmas tree sizes before the meeting. It was highlighted that trees under 10 feet could not be delivered by the existing supplier. As unanimously agreed by Councillors on email, it was agreed to proceed in ordering a 10–11-foot tree at the quoted price of £175+VAT.</p> <p>The Clerk noted that the order had been confirmed and she would advise on a delivery date.</p>  | <p><b>Clerk</b></p>                                      |
| <b>2024/152</b> | <b>Village Handyman</b>   |  |
|                 | <p>The Clerk reported that the Handyman had sent a WhatsApp message to her on the evening of the 1<sup>st</sup> October to confirm that he no longer wished to continue in the role. A resignation email followed on the 3<sup>rd</sup> October, noting his last working day as being the 17<sup>th</sup> October.</p> <p>The Handyman had handed back his keys for the garage and allotments to the Clerk just before the meeting and an update on work completed and outstanding had been provided. It was noted that the Handyman had not used the Parish Council owned equipment as instructed when commencing the role and the mower, leaf blower, strimmer and hedge trimmer required servicing.</p> <p>The Clerk additionally highlighted that the Handyman's time sheets for September and October had only been received on the 15<sup>th</sup> October, despite a performance objective being set on August 20<sup>th</sup> which required end of month submission of timesheets.</p> <p>The Clerk offered to carry out routine inspections of the playground until a new Handyperson was in place. Requiring ad hoc jobs that may arise, councillors noted that they knew people who may be able to volunteer their time to provide support until the position had been filled.</p> <p>Cllr Helps was actioned with arranging a date when all Parish Council members could review the contents of the Parish Council garage.</p> | <p><b>JH</b></p>   |

|                 |   |  |
|-----------------|---|--|
| <b>2024/153</b> | <b>Bathampton Emergency Plan</b>  |  |
|                 | <p>After discussion, it was agreed that Cllr Beard would circulate the Emergency Plan template to all Councillors for review and comment.</p> <p>The Clerk was instructed to include this item on the November Parish Council meeting agenda.</p>   | <p align="right"><b>DB</b></p> <p align="right"><b>Clerk</b></p> |
| <b>2024/154</b> | <b>Ongoing Items</b>  |  |
|                 | <p><b><u>Climate Emergency.</u></b><br/> Cllr King referred to Cllr Helps' report circulated before the meeting. It was noted in the report that Cllr Helps was meeting the Cotswold Wardens in November regarding the removal of the Ash trees in the allotments.<br/> It was further noted that Cllr Helps had attended a meeting on the 30<sup>th</sup> September regarding the River Festival and highlighted that it was now being called 'Wild Waters Festival'<br/> Cllr Purpuri suggested including information about the Solar together scheme by WECA in the Parish Council newsletter. The Parish Council agreed.</p> <p><b><u>Safer routes to school.</u></b><br/> Cllr Purpuri reported that the Canal Bridge improvements were in progress and there was no further update from the previous meeting.</p> <p><b><u>Sydney Road Closure and Freedom of Information (FOI) request.</u></b><br/> The Chair informed the Parish Council that the Clerk had sent over all documents to the individual who filed the FOIA request, regarding the Sydney Road Closure.<br/> The Chair highlighted that the Clerk was seeking advice from a FOI specialist, following additional queries received after provision of all documents and information relating to the original request.</p> <p><b><u>King Edwards School – Licence Application</u></b><br/> As previously mentioned in the meeting, Cllr King noted that as instructed and unanimously agreed by Councillors via email the Clerk had submitted the objection form to BANES licensing on the 9<sup>th</sup> October, regarding the King Edwards School Licence Application for the school's pavilion and Playing fields in Bathampton.<br/> The Chair reminded the council that the hearing for this application would be held on Thursday 31<sup>st</sup> October 2024 at 10am and asked councillors to refer to the email circulated by the Clerk regarding this. It was agreed that a Parish Councillor would attend, and who would be attending would be agreed nearer to the date.</p> | <p align="right"><b>TP, MB</b></p>                               |
| <b>2024/155</b> | <b>Group Reports</b>  |  |
|                 | <p><b><u>Planning &amp; Conservation</u></b><br/> Cllr King referred to the planning report circulated ahead of the meeting.<br/> The proposed responses for each application were as follows:<br/> Application: 24/03673/ADCOU – New Leaf Farm for the change of use from agricultural building to three dwellings and associated dwellings. The planning group proposed a 'No Objection' response but to request that only low-level lighting is used to preserve the rural nature of the environment.<br/> Application: 24/03578/TCA – Tree works at St George's Hill House. The planning group proposed a 'No Objection' response.<br/> Application: 24/03593/TCA – Tree works at Orchard House, Bathampton Lane. The planning group proposed a 'No Objection' response but only because a BANES update had noted that the tree is causing damage. It was however suggested that it should strongly be requested that a replacement tree is planted elsewhere in the garden.</p>  |  |

|                 |  |                         |
|-----------------|--|-------------------------|
|                 | <p>Application: 24/03807/TPO – Tree works at The Lake House, Bathampton Lane. The planning group proposed a ‘No Objection’ response.</p> <p>The Parish Council unanimously agreed to all the Planning Groups proposed responses and the Clerk would email the responses to BANES after the meeting.</p>  | <b><del>Clerk</del></b> |
|                 | <p><b><u>Highways</u></b><br/>It was agreed to refer to dangerous parking in the Parish Newsletter due to inconsiderate parking at the bottom of the Down Lane junction by the Harbutts on the narrow section of the High Street and on the Holcombe Lane Junction by the Bathampton Surgery. There was nothing further to report.</p> <p><b><u>Footpaths</u></b><br/>Cllr Beard reported that a tree had fallen on the BA1/25S tramway, but the Cotswold Wardens had since removed it. It was highlighted by Cllr King that the footpath from Holcombe Lane down to the swing bridge was becoming extremely slippery.</p> <p><b><u>Leisure &amp; Amenities</u></b><br/>Regarding the Wild Waters Festival, Cllr Purpuri agreed to raise with Bathampton School to find out if they would like to get involved. There was nothing further to report.</p> <p><b><u>Policy &amp; Finance</u></b><br/>There was nothing further to report.</p> <p><b><u>BPC’s Digital Presence</u></b><br/>There was nothing further to report.</p> <p><b><u>Canals</u></b><br/>Cllr Bash highlighted that there had been reports of a motorcycle using the canal footpath which he had referred onto the Canal &amp; river Trust (CRT) to investigate further.</p> | <b>TP</b>               |
| <b>2024/156</b> | <p><b>Open Forum</b><br/>There was nothing further to report.</p>  |                         |
| <b>2024/157</b> | <p><b>Date of next meeting.</b><br/>Thursday 21<sup>st</sup> November 2024 – 7.30pm - Parish Council meeting.</p>  |                         |
|                 | There being no further business the meeting closed at 21.35 pm   |                         |

**Signed:** .....

**Chair**

**Date:** .....