

**Minutes of the Meeting held on 20th March 2025.
Bathampton Village Hall, 7.30pm.**

Present: M. Brennan, Chair (MB), T. Purpuri (TP), J. Helps (JH), D. Beard & Clerk Liz Daly.

Two members of public in attendance.

The meeting started at 7.30pm.

		Actions
		Actions struck through are complete
	Welcome: M. Brennan. (Chair) welcomed everyone to the meeting. The Chair noted that the meeting would be recorded for minuting purposes only.	
2025/035	Apologies: L. King, Vice Chair (LK) & G. Ardrey (GA), citing holiday and family commitments respectively.	
2025/036	Declarations of interest: The Clerk disclosed that planning application 25/00615/FUL concerned a family member's property. The Council discussed potential conflicts of interest due to the Clerk's relationship to the applicant. It was agreed that no conflict existed, as the planning group reviewed the application and proposed a response for Council approval or amendment. The Clerk's role is limited to recording decisions and recording the Council's agreed response to BANES.	
2025/037	Minutes of the previous meeting	
	The Minutes for the meeting of Bathampton Parish Council held on the 20 th February 2025 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
2025/038	Public Participation	
	Two members of the public were in attendance. The Chair invited them to address the council. Both expressed concerns regarding the planned pedestrian safety works on the Canal Bridge, citing potential increases in pollution and village traffic congestion and raised concerns about emergency service response times to Tynning Road. The Chair responded that the Parish Council had spent years seeking pedestrian safety improvements and the proposed works were based on recommendations from BANES Highways engineers. The Chair also noted that the council had conducted community consultations, which demonstrated majority support for a single-lane Canal Bridge. Cllr Purpuri stated that the scheme would be reviewed and BANES would adjust the design if gridlock occurred. The members of the public also raised concerns about the yellow lines around Holcombe Vale, suggesting they should only be painted at the corners, as per the plan but the lines currently exceeded this. Councillor Purpuri agreed to review and raise with BANES. With the conclusion of the discussion the members of the public left the meeting.	TP
2025/039	Review of actions carried forward from previous meetings	
	Following the receipt of updated reports and verbal updates during the meeting, the following actions were confirmed as being completed and the Clerk would remove them from 'Actions Carried Forward':	

	<p>1) Risk Register – The Clerk and Chair had created a draft version and would bring back to the April Parish Council meeting for review.</p> <p>2) The Chair and Clerk provided an update to the Council on their March 13th meeting with the Senior Engineer from BANES Highway Maintenance and Drainage. They reported that BANES had agreed to resurface the pavement from the railings outside of the Village Hall to just around the corner by the doctor's surgery. This includes installing five new bike racks and placing bollards outside the surgery and across the road from the surgery on the Holcombe Close junction, preventing vehicles mounting the pavement.</p> <p>The Clerk noted that the proposed commencement date for the works is the 7th April, with confirmation expected in early April, after which the Parish Council would inform the Community. Affected businesses (surgery, Café and Spar) were consulted with and support the works. Following concerns raised as part of this consultation, BANES will retain a disabled parking bay for surgery access during the works taking place and provide daily updates to businesses on phased work to ensure customer and delivery access.</p> <p>The Clerk additionally noted that she had asked BANES whether they could repaint the parking bays during the period of the parking suspension.</p> <p>3) Playground Surface Repairs: The Clerk reported that BANES had quoted £400 (+VAT) for repairs to the playground surface. Although the surface will be replaced during the redesign, the February 2025 Operational Report identified several 'Medium Risk' areas. Due to child safety concerns the Council unanimously approved the repair and the Clerk will instruct BANES to proceed.</p> <p>4) Potential areas suitable for development: Councillors King, Beard and Helps have had a meeting to review potential development sites in Bathampton.</p> <p>5) Canal Bridge Safety Works: Councillor Sarah Warren's email response to resident concerns was forwarded by the Clerk to the Council.</p> <p>6) A36 Crossings: The Clerk shared an update from Sarah Warren on the status and implementation of the A36 Crossings. It was noted that funding for further work is unavailable for the coming financial year.</p> <p>7) St George's Hil footpath: Councillor Beard is continuing to follow up with the relevant departments regarding the blocked drains and water runoff.</p> <p>8) Triangular Field Trees/Boundary: The Clerk reported that she had emailed BANES regarding tree and boundary maintenance on the Devonshire Road - Bathampton Lane footpath and along Bathampton Lane and is awaiting a response.</p> <p>9) The Clerk would follow up with Councillor Kevin Guy regarding the deteriorating pavement at the top of the Warminster Road Steps.</p> <p>10) The Clerk had prepared a flyer to promote the recruitment of new Councillors. The flyer was approved by the Council, but the Clerk was asked to create a simplified version to display in the noticeboards.</p> <p>11) Councillor Beard informed the Council that the Bathampton Footpath Association, has granted the Parish Council discretion in the allocation of their funds. The Association has supported using a portion to partially fund steps from the allotments to the Recreational Field subject to the Village Shoow Committee funding the balance.</p> <p>12) Councillor Beard reported that the Village Show Committee were supportive of the Council running a Share & Repair Café to coincide with their forthcoming plant sale.</p> <p>The remaining actions were carried forward.</p>	Clerk
2024/040	Finance	
	a) <u>Financial Report for March 2025</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, noting the cash movement for the month and year to date.</p> <p>Funds for the Playground Project, were additionally noted by the Clerk totalled £55,349.36. The Clerk noted this was presently at £75,449.36 which included the £20,000 from the National Lottery and a donation of £100.</p>																																																							
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	Transactions from the 1 st February 2025 up to the to the 28 th February were noted.																																																							
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	<p>Expenditure totalling £2,026.10 were approved for payment. Net salaries of £1,232.25 and the NEST pension contribution of £58.78 were also authorised. The additional invoice of £400 from BANES for the Playground surface repairs and £1,104 from Bath Recreation (Trading) Ltd for the forthcoming tree works were additionally approved.</p> <table><tr><th>Date</th><th>Payee</th><th>Details</th><th>Net</th><th>VAT</th><th>Gross</th></tr><tr><td>20.03.2025</td><td>HMRC</td><td>QTR 4 (January - March 2025)</td><td>£286.60</td><td>£0.00</td><td>£286.60</td></tr><tr><td>20.03.2025</td><td>Ryan Russell</td><td>Deer fencing at the allotments</td><td>£410.00</td><td>£0.00</td><td>£410.00</td></tr><tr><td>20.03.2025</td><td>Clerk</td><td>Expenses (Stationary, IONOS - Jan, Feb, March)</td><td>£41.50</td><td>8.31</td><td>49.81</td></tr><tr><td>20.03.2025</td><td>Handyman</td><td>Expenses (glass noticeboard / Mower fuel / Mileage)</td><td>£64.41</td><td>11.80</td><td>76.21</td></tr><tr><td>20.03.2025</td><td>GB Sport</td><td>Playground - Double gate repair</td><td>760.00</td><td>152.00</td><td>912.00</td></tr><tr><td>20.03.2025</td><td>GB Sport</td><td>Playground - equipment repairs</td><td>242.90</td><td>48.58</td><td>291.48</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>£2,026.10</td></tr></table>	Date	Payee	Details	Net	VAT	Gross	20.03.2025	HMRC	QTR 4 (January - March 2025)	£286.60	£0.00	£286.60	20.03.2025	Ryan Russell	Deer fencing at the allotments	£410.00	£0.00	£410.00	20.03.2025	Clerk	Expenses (Stationary, IONOS - Jan, Feb, March)	£41.50	8.31	49.81	20.03.2025	Handyman	Expenses (glass noticeboard / Mower fuel / Mileage)	£64.41	11.80	76.21	20.03.2025	GB Sport	Playground - Double gate repair	760.00	152.00	912.00	20.03.2025	GB Sport	Playground - equipment repairs	242.90	48.58	291.48									Sub Total			£2,026.10	
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	<p>The Clerk referred to the Clerks' report covering everything from the previous meeting (20th February 2025), which had been circulated prior to this meeting.</p> <p>The Clerk reported that GB Sport would be repairing the double gate and minor playground repairs on the w/c 25th March.</p> <p>The Clerk reported that the deer deterrent fencing around the allotments had been installed. Images of the work had been included into her report for Councillors to view.</p> <p>Regarding the recreational field trees, Councillor Helps reported that a resident of the Normans, who's property shares a boundary with the Recreational Field had inquired about the proposed tree work. They requested clarification on measures to prevent the tree bordering their wall from encroaching on their property.</p> <p>Councillor Helps reported that she had met with the tree surgeon to review the work. The surgeon confirmed the proposed work, which includes branch and deadwood removal which would maintain the tree's health. In view that both tree surgeons had noted similar work for both trees and deemed the tree safe, the Council unanimously agreed to proceed with the original plan of work.</p> <p>The Clerk will inform the resident that Councillor Helps will contact them to schedule a meeting for a more detailed discussion of the tree work planned.</p> <p>The Clerk confirmed that both the Handyman and her own employment contracts were signed on February 28th.</p> <p>The Clerk reported that the Handyman stated the Brush cutter and strimmer were not working. He provided quotes of £30 each for an assessment at Hurley Engines & Garden Machinery LTD and £100 each for a service but highlighted that both pieces are quite old and that parts would be an additional cost.</p> <p>The Handyman had queried whether an electric strimmer would be more cost-effective. Following discussion, the Council requested the Clerk to obtain prices for two additional batteries and a charger for the existing strimmer (used by the footpath team), and a package including batteries, charger, and a new strimmer.</p>	<div>Clerk</div> <div>Clerk</div>																																																						

	<p>It was further noted that the Handyman had informed the Clerk that he had no immediate use for the brush cutter, but Councillor Beard suggested it could benefit the footpath team. Cllr Purpuri volunteered to attempt its repair with Councillor Beard offering to investigate other options, should Councillor Purpuri's repair attempt prove unsuccessful.</p> <p>Concerning the disposal of grass cuttings from the playground, it was resolved that the amount of waste would be monitored and should the current disposal prove inadequate, the Council will procure an alternative disposal method. The Clerk would discuss this with the Handyman.</p>	<p>TP/DB</p> <p>Clerk</p>
2025/041	Policies	
	<p>The Chair referenced the Financial Regulations, which had been circulated by the Clerk prior to the meeting and updated to align with the March 2025 NALC Model Template. The Council approved the updated Regulations.</p> <p>The Clerk reported that the Standing Orders and Councillor Code of Conduct required no updates. The Council re-approved both policies without changes.</p>	
2025/042	Annual residents meeting 2025	
	Regarding guest speakers for the Annual Residents' meeting, the Clerk was tasked with contacting Councillor Sarah Warren to determine the value of inviting First Bus to guest speak at the meeting regarding the loss of the D2X bus. The Clerk will also follow up with Air Ambulance to confirm their availability.	<p>Clerk</p> <p>Clerk</p>
2025/043	Holcombe Lane Village amenities area resurfacing/improvement	
	This was covered under 2025/039 (2) . No further comment.	
2025/044	Playground Project	
	<p>The Clerk reported that she was working with the original and a new playground supplier to revise design proposals and quotes. She noted that she would develop a comprehensive Project Plan. Councillor's Purpuri and Councillor Helps agreed to assist the Clerk in reviewing the initial designs before Council presentation.</p> <p>The Council agreed to shortlist the design options before conducting a Community Consultation.</p> <p>Councillor Helps suggested a photo opportunity for former playground users who would have used the playground equipment when it was originally installed.</p> <p>The Clerk will create new promotional flyer to promote to the Community via a multi-channel approach. The Chair suggested including a recruitment call for new Councillors who may be interested in participating in the Project.</p>	Clerk
2025/045	Community Infrastructure Levy (CIL)	
	<p>The Chair reported that £2,672.26 of CIL funds remained, requiring expenditure before the five-year deadline. The Chair proposed putting the remaining CIL money towards the Playground Project, which was unanimously approved by the Council. The Clerk agreed to transfer the money into the Charity Bank Playground Project saving's account.</p> <p>Following closure on the discussion for this Agenda Item, Cllr Beard left the meeting.</p>	Clerk
2025/046	Ongoing Items	
	<p><u>Climate Emergency:</u> Cllr Helps updated the Council on the River Festival. There was nothing further to report.</p> <p><u>Safer routes to school:</u> There was nothing further to report.</p>	

	<p><u>Sydney Road Closure:</u> There was nothing further to report and it was agreed to remove this as an on-going item.</p>	
2025/047	<p>Group Reports</p> <p><u>Planning & Conservation</u> The Chair referred to the Planning group's report, previously which had been circulated to all Councillor's prior to the meeting.</p> <p>The Chair noted the proposed comments for Council consideration.</p> <p>Regarding application 25/00594/FUL for the demolition of existing garage and the erection of double storey side extension with gable end at 11 Warminster Road, the planning group proposed a 'No Objection' response.</p> <p>A further application, 25/00641/FUL for 11 Warminster Road for the erection of rear basement and ground extension had a 'No objection' recommended response from the planning group but to request that permanent measures are in place to ensure no overlooking of neighbours.</p> <p>Regarding application 25/00615/FUL for 77 Holcombe Close for the extension of the existing first floor dormer on the front of the property with the window size and position remaining unchanged, the planning group recommended a 'No Objection' response.</p> <p>The Planning group suggested that the application at 39 Warminster Road, 25/00889/CLPU for a single storey rear extension is likely to fall under permitted development and does not require permission but suggested a 'No Objection' response.</p> <p>The Parish Council unanimously agreed to the Planning Groups proposed responses. The Clerk would email BANES after the meeting with the council's official response.</p> <p>The Chair referenced an email received from a freelance journalist asking for Parish Council comment on the permitted planning applications at New Leaf Farm. This included permission to convert an unused agricultural building into holiday lets and approval afterwards for an agricultural store due to a lack of storage. The email also mentioned a proposed article regarding the National Trust's acquisition of land from New Leaf farm, BANES-owned meadows and the University of Bath's former field station.</p> <p>Due to the response deadline, the Clerk in consultation with the Chair and Vice Chair Council, provided detail of the Council's previous responses to the planning applications. They expressed pleasure regarding the National Trust's land acquisition but stated they could not comment on the transaction of land as they were not involved in discussions between the National Trust, New Leaf Landowner and the University.</p>	Clerk
	<p><u>Highways</u> The Council acknowledged the eventual detrunking of the A36. This means that the road will be removed from the National trunk road network and its management and maintenance would be transferred to BANES.</p> <p><u>Footpaths & Drainage</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> The Chair reported that a friend had offered to review the Bathampton Parish Council website.</p> <p><u>Canals:</u> There was nothing further to report.</p>	

Bathampton Parish Council

Minutes from 20.03.25

2025/048	Open Forum Councillor Helps agreed to attend the tree/hedgerow planting event in Bathampton Meadows on the 26 th March, which the Deputy Major of Bath would be attending.	
2025/049	Date of next Parish Council meeting. Thursday 17 th April 2025 – 7.30pm.	
	There being no further business the meeting closed at 21.06 pm	

Signed:

Chair

Date: