

Present: L. King, Vice Chair (LK), J. Helps (JH), D. Beard (DB) & Clerk, Liz Daly.
One member of public.
The meeting started at 7.30 pm.

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	<p>Following the review of updated reports and verbal updates provided during the meeting, the following actions were confirmed as completed and will be removed from the 'Actions Carried Forward' list by the Clerk.</p> <div><div><div>1) A36 Footpath behind the Chestertons: The Clerk and Councillor Beard noted that the footpath now appeared to be in good condition, suggesting that recent maintenance work had been conducted to cut back overgrown vegetation that was previously narrowing the path. A follow up site visit will be arranged to confirm, and findings will be reported back to the council.</div><div>2) Deteriorating footpath at the top of the Warminster Road Steps: The Clerk was asked to follow up on this matter with Ward Councillor Kevin Guy.</div><div>3) Contact Batheaston Parish Council regarding their website: This item was addressed and included on the agenda for discussion.</div><div>4) Obtain quotes for a Parish Council trimmer: Relevant information and quotes were included within the Clerk's report for discussion under the appropriate agenda item.</div><div>5) Cast Iron Sign on the Humpback bridge: Councillor Beard reported positive engagement with the Canal & River Trust (CRT) regarding improvements to the Cast Iron sign on the humpback bridge. The CRT will liaise with their volunteer team to schedule the improvement works, with an update expected during July or August.</div><div>6) Truespeed fibre rollout update: The Chair referred to an update circulated by Councillor Brennan ahead of the meeting. It was noted that approximately 92 properties in Bathampton are expected to be connected in June. Truespeed's customer care team will contact residents in this area to arrange installation following their order placement.</div><div>7) Strimming work around CURO trees: Councillor Helps confirmed that the trees on the Vale appeared healthier and the strimming work looked acceptable. It was unanimously agreed that no further action is required, and the item can be closed.</div></div><p>All remaining unresolved actions were carried forward.</p></div>	<div>DB/Clerk</div> <div>Clerk</div> <div>Clerk</div>																								
2025/100	Finance																									
	a) <u>Financial Report for May 2025</u>																									
	This had been circulated previously.																									
	<u>Table 1</u>																									
	The Clerk referred to the financial report, circulated prior to the meeting, detailing the cash movement for the month and year to date. The Clerk noted the current cash balance of £127,630.95.																									
	<u>Table 2</u>																									
	Transactions from the 1 st May 2025 up to the to the 31 st May, as approved at the May Parish Council meeting were noted.																									
	<u>Table 3</u>																									
	<p>Expenditure totalling £350.16 were approved for payment.</p> <p>Net salaries of £1,245.92 and the NEST pension contribution of £59.76 were also authorised.</p> <table><tr><th>Date</th><th>Payee</th><th>Details</th><th>Net</th><th>VAT</th><th>Gross</th></tr><tr><td>19.06.2025</td><td>Clerk Expenses</td><td>June expenses. Travel & IONOS (April, May, June 2025)</td><td>£28.80</td><td>£2.16</td><td>£30.96</td></tr><tr><td>19.06.2025</td><td>HMRC</td><td>PAYE Qtr 1 (April - June 2025)</td><td>£319.20</td><td>£0.00</td><td>£319.20</td></tr><tr><td></td><td></td><td>Sub Total</td><td></td><td></td><td>£350.16</td></tr></table> <p>Councillor Helps submitted receipts to the Clerk on behalf of a member of the art group for art supplies purchased for the community art event held at Bathampton Mill, totalling £15.00. These expenses had been previously approved under minute ref: 2025/065. The Council approved this payment.</p>	Date	Payee	Details	Net	VAT	Gross	19.06.2025	Clerk Expenses	June expenses. Travel & IONOS (April, May, June 2025)	£28.80	£2.16	£30.96	19.06.2025	HMRC	PAYE Qtr 1 (April - June 2025)	£319.20	£0.00	£319.20			Sub Total			£350.16	
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	b) <u>Clerk's Report</u>																									
	The Clerk' referred to her report, previously circulated to Councillors, detailing matters arising, following the last Parish Council meeting held on the 22 nd May 2025.																									

	<p>She reported that the notice of rights to inspect the unaudited accounting statements were posted online and on the Parish Council noticeboard on the 4th June 2025.</p> <p>It was confirmed that the documentation, including those requested as part of the 5% external audit sample, was submitted to BDO on the 11th June.</p> <p>Following the Annual Residents meeting, the Clerk noted that Ward Councillor Kevin Guy had offered to connect the Parish Council with a contact within BANES who may be able to provide advice on the procurement process for the playground project. The Clerk had not yet received a response and would follow up on this matter.</p> <p>The Clerk reported that the double gate at the playground was still not closing correctly. GB Sport had inspected the gate and confirmed that the closing speed was within the required range but noted that the drop bolt needed repositioning for correct alignment. As this is a straightforward adjustment, the Clerk would ask the Handyman to carry out the work. The Clerk further noted that BANES would conduct the surface repairs on the 25th June.</p> <p>The Clerk referred to the information in her report regarding options for a strimmer. Following a review of the available models and pricing, the Parish Council unanimously agreed to proceed with the purchase of the Husqvarna Aspire T28 strimmer, including a charger, one B72 battery, and an additional B45 battery, from World of Power, at a total quoted price of £223.57 including VAT. The Clerk was instructed to place the order accordingly.</p> <p>The Quarter 1 inspection report from BANES had been received for the playground. The Clerk however highlighted that it included issues that had already been resolved and flagged the gate closing speed again. The Clerk has requested an updated report from BANES to ensure an accurate reflection of the current condition.</p> <p>A Health and Safety Risk Assessment was carried out at the allotments by Councillor Helps and the Clerk on 11th June. The issues identified, primarily related to edging and overgrowth from plots encroaching onto the footpaths have been followed up and addressed. Councillor Helps reported that a small number of tenants had been issued deadlines to improve the condition of their plots. Failure to meet these requirements may result in their tenancy agreements not being renewed by the Parish Council. This action was following previous communication requesting improvements to their plots, which had seen little visible progress.</p> <p>All reported issues, primarily regarding edging and overgrowth from plots encroaching the footpaths had been followed up. The Clerk will write up the report and bring it to the July Parish Council meeting for review.</p> <p>The Clerk had contacted Batheaston Parish Council for information regarding their website, with details about set-up, costs, content management, and user feedback circulated to all councillors. Following discussion, the Clerk was asked to approach Bathford Parish Council to gather further information on their website. The Parish Council also felt that support should be offered by BANES, and she was asked to contact Ward Councillors Kevin Guy and Sarah Warren to enquire about any IT support BANES may be able to provide.</p> <p>The Clerk confirmed that she and Councillor Helps would be meeting with the Handyman on 7th July for a review meeting. Councillors were asked to provide any feedback regarding the Handyman's performance ahead of that meeting.</p> <p>The Clerk was also asked to follow up with BANES regarding an email received about the Triangular Field. BANES had contacted the landowner to remind them of their responsibilities regarding maintenance of the highway frontages along Bathampton Lane and Warminster Road, as well as footpaths crossing the land. The landowner was given a deadline to respond before BANES proceeds with formal enforcement.</p> <p>Regarding street lighting, the Clerk reported that Enerveo (formerly SSE Lighting) had only provided a 12-month warranty for the LED streetlight installations completed in 2021. Given this, the Clerk was asked to obtain a repair quote from Volker for the faulty streetlight on the footpath between Devonshire Road and Bathampton Lane.</p> <p>An email from BANES concerning subsidised Cycle parking for the local community was noted. No further action was required.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	<p>The Clerk reported a formal complaint from a resident on Holcombe Close, concerning the number of vehicles associated with one of the properties. The Clerk had responded to explain that this issue falls outside the Parish Council's powers but suggested that the resident may wish to put a polite note through the neighbour's door, highlighting the parking challenges. The Clerk also suggested the resident could explore applying for a designated disabled parking bay if applicable.</p> <p>The Clerk referred to a call received from a resident who was objecting to the planning application at 10 Downside Close, 25/01836/FUL. The Clerk reported that the resident had objected directly to BANES. Councillor King noted this objection.</p>	
2025/101	Holcombe Lane – Road surface deterioration	
	<p>Councillor Helps reported on the deteriorating condition of Holcombe Lane, highlighting multiple potholes that present a safety hazard, particularly to cyclists. This issue was highlighted as being of particular concern as the stretch of road is heavily used, providing access to key village amenities.</p> <p>It was noted that several complaints had been received from members of the community. Concerns were raised about the quality of previous patch repair works, which were deemed inadequate, with the road surface quickly returning to a poor state. Following discussion, the Clerk was asked to draft a letter for BANES Highways, outlining these concerns and to share it with Councillor Purpuri for review prior to submission.</p>	Clerk
2025/102	Dogs on the allotments	
	<p>Councillor Helps noted that the current allotment lease specifies that dogs are not permitted on the allotments. Following discussion, the Parish Council agreed to revise the wording in the 2026 lease to allow assistance dogs and well-behaved dogs, provided they remain with their owners at their plot and do not cause a disturbance to other allotment holders. The updated lease will also state that if these conditions are not met, tenants may be asked not to bring their dogs onto the site.</p> <p>Councillor Beard asked that an agenda item be included for the July meeting, to discuss the presence of dogs on the Bathampton recreational field during the annual village show.</p>	JH / Clerk
2025/103	Annual Resident's Meeting review	
	<p>The Parish Council agreed that the format of the meeting worked well and that the meeting was viewed positively.</p> <p>The Clerk noted that Ward Councillor Sarah Warren had already followed up on several of the actions raised at the meeting, including the detrunking of the A36 and the proposed crossings, foxes and waste bins and regarding the number 11 and D1 bus timetables although no responses have yet to be received.</p> <p>It was agreed to create a separate section on the actions carried forward for actions arising from the Annual Residents Meeting once the Clerk has finalised the minutes.</p>	Clerk
2025/104	Share & Repair Café, June 2025	
	<p>The Parish Council considered the event a success. Councillor King agreed to contact the Share & Repair Café team regarding their attendance at the 2025 Village Show. No further actions were identified.</p>	LK
2025/105	Recreational field access steps – Memorandum of Understanding (MOU)	
	<p>The Parish Council noted that the steps on the Recreational field looked excellent.</p> <p>The Clerk referred to the Memorandum of Understanding (MOU) which had been circulated to all councillors prior to the meeting. Amendments were made following Councillor feedback, and the final version was agreed by email.</p> <p>The Clerk signed two copies of the MOU and handed them to Councillor Beard, who will deliver them to David Mayo, Chair of the Village Show Committee for signature. Once signed, one copy will be returned to the Clerk for Parish Council records.</p>	DB

2025/106	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>	
2025/107	<p>Group Reports</p> <p><u>Planning & Conservation</u> Cllr King referred to the Planning group's report, which had been circulated to all Councillor's prior to the meeting. Cllr King noted the proposed comments for Council consideration.</p> <p>Application 25/01836/FUL. 10 Downside Close for the conversion of double garage into home office, studio/living annex. The planning group proposed an 'objection' response. Two key concerns were noted:</p> <ol style="list-style-type: none"> 1) The proposed removal of two parking spaces would leave only one garage and one parking space which is considered insufficient for a property of this size, particularly given the existing parking issues along Holcombe Lane and Downside Close, where additional parking cannot be accommodated. 2) There is concern that the annex could be used as a holiday let in the future, further increasing parking demand in an already congested area. <p>Application 22/02213/AR for the street cycle path from Batheaston footbridge to Mill Lane, applying for timber welcome and orientation signs. A 'No Objection' response was proposed.</p> <p>Application 25/02234/FUL for 32 Warminster Road for the erection of a single storey rear extension and single storey side extension following demolition of existing rear extension and outbuilding at the side of the property. To include a flat roof dormer loft extension.</p> <p>The planning group proposed a 'No Objection' response but to express concern over the now narrow access along the new side extension and would request that the BANES Planning Officer ensures that there is no adverse impact on neighbouring properties.</p> <p>Following discussion and review of the Planning Group's recommendations, the Council unanimously resolved to approve the planning groups responses. The Clerk was instructed to submit these comments to BANES.</p>	Clerk
	<p><u>Highways</u> There was nothing further to report.</p> <p><u>Footpaths & Drainage</u> Cllr Beard provided an update on footpath maintenance work undertaken. He also reported the presence of a wasp nest on the footpath behind the Parish Council garage, noting the need for caution and careful maintenance in that area.</p> <p>Councillor Beard reported that following recent heavy rain, the previously completed work to unblock ditches at the top of St George's Hill had been effective, with no evidence of water runoff. However, he observed that gravel on the A36 was obstructing a drain causing water to pool on the road surface. This issue had been reported to National Highways for further action.</p> <p>Councillor King raised concerns regarding the condition of the public footpath by New Leaf Farm, noting nettles obstructing the path. The Clerk was instructed to contact the landowner to ask them to request that the hedge be cut back and properly maintained.</p> <p>Councillor King also noted overgrowth along Dark Lane. The Clerk would report on fixmystreet.</p> <p>Councillor Beard reported noted an issue concerning overgrown trees from a property on Holcombe Vale, which are obstructing the adjacent footpath. It was believed that the property is owned by CURO. Councillor Beard will confirm the property number, after which the Clerk will contact CURO to request appropriate maintenance.</p>	<p>Clerk</p> <p>Clerk</p> <p>DB / Clerk</p> <p>Clerk</p>

	<p>It was agreed to send a letter to the residents of 27 Devonshire Road, requesting that they cut back their boundary vegetation, as it is obstructing visibility for vehicles at the junction of Devonshire Road and Down Lane.</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> There was nothing further to report.</p> <p><u>Canals:</u> There was nothing further to report.</p>	Clerk
2025/108	<p>Open Forum Councillor Beard noted that the bank at the bottom of Down Lane was overgrown, and reducing visibility at the junction. It was noted that BANES normally maintain this. Following a discussion, Councillor Beard kindly agreed to trim this area to help improve safety and visibility.</p> <p>Councillor Helps reminded councillors that the content for the next Parish Council newsletter would be agreed at the upcoming meeting and asked everyone to consider what potential items for inclusion in advance.</p> <p>The Clerk informed the Council of an email received earlier that day from King Edward's School (KES). The email gave advance notice of two events taking place on their Bathampton sports field: an outdoor cinema on Saturday 30th August and the Auto Trail Owners Club gathering from 1st–8th August. The Council had no objections or questions and unanimously agreed to display a flyer for the outdoor cinema event in the Parish Council noticeboards as the school wishes to promote it to the Bathampton Community. The Clerk was asked to email KES to request a flyer for inclusion.</p> <p>The Clerk was asked to invite the new PCSO to attend the next Parish Council meeting. If they are unavailable, the Clerk will ask for a short update from them to include in the next Parish Council newsletter.</p> <p>Councillor Beard agreed to share his Parish Online login details with Councillor King.</p> <p>Councillor King noted that the Village Hall noticeboard was significantly out of date. The Clerk was asked to follow this up with the Village Hall Chairperson to address this.</p>	<p>DB</p> <p>All</p> <p>Clerk</p> <p>Clerk</p> <p>DB</p> <p>Clerk</p>
2025/109	<p>Date of next Parish Council meeting. The meeting date would take place on the 17th July</p>	
	There being no further business the meeting closed at 21.15 pm	

Signed:

Chair

Date: