

**Minutes of the Meeting held on 11<sup>th</sup> December 2025.****Bathampton Village Hall, 7.30pm.**

**Present:** M. Brennan, Chair (MB), J. Helps (JH), G. Ardrey (GA), T. Purpuri (TP), D. Beard (DB) R. Schofield (RS) & L. Daly (Clerk)

2 Members of the public in attendance (1 being a member of public who wished to be co-opted onto the council).

**The meeting started at 7.30 pm.**

		<b>Actions</b> Actions struck through are complete
	<b>Welcome:</b> The Chair welcomed everyone to the meeting. The Chair noted that the meeting would be recorded for minuting purposes only.	
2025/176	<b>Apologies:</b> L. King, Vice-Chair (LK) sent apologies due to other commitments.	
2025/177	<b>Declarations of interest:</b> None.	
2025/178	<b>Co-Option of Councillor:</b>	
	The Council resolved to co-opt Dan Cossins White onto Bathampton Parish Council. Dan signed the Declaration of Acceptance of office and joined the meeting as a councillor. The Clerk was asked to add Dan to Dropbox.	<b>Clerk</b>
2025/179	<b>Minutes of the previous meeting</b>	
	The Minutes of the Bathampton Parish Council meeting held on the 20 <sup>th</sup> November 2025 had been circulated to all members in advance of the meeting.  The Clerk noted that a couple of spelling mistakes had been corrected. The Council unanimously agreed to this amendment, and the Minutes were unanimously APPROVED and would be signed by the Chair at the end of the meeting.	<b>MB</b>
2025/180	<b>Public Participation</b>	
	One member of the public attended the meeting, He had attended to discuss an item that he believed was on the agenda, however this item had been included on the November meeting agenda. The Chair provided an overview of the discussion previously held on this matter. The member of the public then remained for the duration of the meeting.	
2025/181	<b>Review of actions carried forward from previous meetings</b>	
	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.  1) <b>Police Community Trust Application.</b> Councillor Purpuri reported that he had been unable to obtain any information from Rob, the former councillor assigned this action. The Clerk was asked to remove Rob from the action, and Councillor Purpuri agreed to follow this matter up. 2) <b>Traffic Regulation Order (TRO) Submission Process:</b> Councillor Purpuri reported that the deadline for submissions to BANES is June 2026 with a list required by the end of May 2026. The Clerk was asked to include an item on the April agenda to consider and agree which potential TROs would be proposed. 3) <b>Accessibility Report for the Parish Council Website:</b> Councillor Schofield reported that some of the issues had been resolved. A few issues remained which he was unsure how to fix which would need to be escalated to IONOS. 4) <b>Ashley House, Ash tree concerns:</b> Councillor Beard reported that no works had been carried out on the Ash Tree which is leaning over the Dark Lane public pathway and interfering with BT cables. The Clerk was asked to send a further letter to Ashley House. Councillor Beard agreed to draft the wording for the letter.	<b>Clerk</b>  <b>RS/Clerk</b>  <b>DB/Clerk</b>

	<p>5) <b>Devonshire Road/Bathampton Lane footpath streetlight.</b> Councillor Schofield noted that although the streetlight is articulated and designed to be bent in the middle for ease of repair, it's current positioning would not allow this. The Clerk was instructed to confirm the quote with Volker and to request that they proceed with carrying out the work.</p> <p>6) <b>General Estates Accounts:</b> The Clerk confirmed that the General Estates accounts had been forwarded to Councillors Purpuri and Brennan, along with traffic data received from BANES. This action was amended to request Automatic Number Plate Recognition (ANPR) data from BANES for the Toll bridge for the period post 2023 and responsibility for this action was assigned to Councillor Purpuri.</p> <p>7) <b>Cancellation &amp; Postponement options for Assertion 10 training:</b> The Clerk confirmed that the details had been sent to the Chair, noting that the training can be cancelled up to five days before it is due to take place and it can be re-booked for a later date.</p> <p>8) <b>A36 Flooding near St George's Hill:</b> The Chair confirmed that Councillor Beard had been made aware of the issue. Councillor Beard reported that he had visited the site and observed no on-going issues. He noted that the incident appeared to be a one-off, likely caused by extremely heavy rainfall in quick succession.</p> <p>The Chair also highlighted that the ditch on the Bridleway by the Scout Hut was again blocked. Councillor Beard agreed to raise the issue with the BANES Public Rights of Way team and to request the removal of grit that has washed from the Bridleway onto the A36.</p> <p>All remaining unresolved actions were carried forward.</p>	TP																																																
<b>2025/182</b>	<b>Finance</b>																																																	
	a) <u>Financial Report for December 2025</u>																																																	
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	The Clerk referred to the financial report, circulated prior to the meeting, outlining cash movement for both the month and year to date. The Clerk noted the Parish Council holds a current cash balance of £144, 237.27 with £107,172.78 earmarked for the Playground Project.																																																	
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	Transactions from the 1 <sup>st</sup> November up to the 30 <sup>th</sup> November 2025, as approved at the October Parish Council meeting were noted.																																																	
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	<p>Expenditure totalling £613.40 were approved for payment.</p> <p>Net salaries of £1,294.05 and the NEST pension contribution of £61.67 were also authorised.</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>11.12.2025</td> <td>Valda Energy</td> <td>Electricity (13th November 2025 -12th December 2025)</td> <td>£55.81</td> <td>£2.79</td> <td>£58.60</td> </tr> <tr> <td>11.12.2025</td> <td>ALCA</td> <td>Assertion 10 - training, Part 2</td> <td>£15.00</td> <td>£0.00</td> <td>£15.00</td> </tr> <tr> <td>11.12.2025</td> <td>HMRC</td> <td>PAYE Qtr 3 (October - December 2025)</td> <td>£329.80</td> <td>0.00</td> <td>329.80</td> </tr> <tr> <td>11.12.2025</td> <td>Fine Pines</td> <td>Christmas tree</td> <td>£175.00</td> <td>35.00</td> <td>210.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><b>Sub Total</b></td> <td></td> <td></td> <td><b>£613.40</b></td> </tr> </tbody> </table>	Date	Payee	Details	Net	VAT	Gross	11.12.2025	Valda Energy	Electricity (13th November 2025 -12th December 2025)	£55.81	£2.79	£58.60	11.12.2025	ALCA	Assertion 10 - training, Part 2	£15.00	£0.00	£15.00	11.12.2025	HMRC	PAYE Qtr 3 (October - December 2025)	£329.80	0.00	329.80	11.12.2025	Fine Pines	Christmas tree	£175.00	35.00	210.00															<b>Sub Total</b>			<b>£613.40</b>	
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	<p>The Clerk reported that the SLCC invoice would be available on the 1<sup>st</sup> January for a total of £200. This would be brought back to the January Parish Council meeting for authorisation.</p> <p>The Clerk highlighted that she was looking into the Valda Street Lighting costs as they looked to be higher than expected.</p>	Clerk																																																
	b) <u>Clerk's Report</u>																																																	

	<p>The Clerk referred to her report, previously circulated to Councillors, outlining matters arising from the Parish Council meeting held on the 20<sup>th</sup> November 2025.</p> <p>The Clerk reported that the tender process for the Playground had proved challenging. Based on advice from ALCA, the project value (below £132,000 including VAT) falls under the statutory procurement threshold of £214,904 for goods and services. As such, the below threshold procurement rules apply, meaning publication on Find a Tender (FTS) was not required, but publication on Contracts Finder was necessary. This approach was agreed with Councillors Brennan and Purpuri and followed by the Clerk, including obtaining a DUN'S number which delayed the process.</p> <p>However, upon attempting to register on Contracts Finder, the Cabinet Office advised that, as a Parish Council is a Contracting Authority, the FTS registration process was required. This resulted in unavoidable delays.</p> <p>To prevent further delay to the playground tender process, the Clerk sought approval to sign the FTS Memorandum of Understanding (MoU), with the Chair named as the authorised signatory. Approval was given unanimously by Councillors via email.</p> <p>The Clerk highlighted the items raised in the November 2025 Operational report for the Playground. The majority relating to surfacing, with issues also identified on the Junior Multi play unit and Chin up bar which would be addressed.</p> <p>The Clerk reported that BANES had quoted £101 (Excluding VAT) per operational report for 2026. The Council noted that the previous quotes had been less competitive and unanimously agreed to continue using BANES and to seek additional quotes for the following year.</p> <p>The Clerk drew attention to correspondence inviting the Parish Council to register the Christmas Tree for collection and donate to the local Charity, Dorothy House. The Council unanimously agreed to donate £20.</p> <p>The Clerk updated the Council on the key discussions from her Assertion 10, Part 2 training held on the 4<sup>th</sup> December, noting that this would be revisited in the new Year.</p> <p>The Clerk reported correspondence received from members of the community, including an email from a parent raising concerns about two men in the playground who did not appear to have children with them and who were interacting with children. The Clerk had raised the matter with the Bathampton PCSO and provided their contact details to the resident. The Council agreed that no further action was required at this stage.</p> <p>Regarding the condition of the newly repaired pavement outside of the shops, the Clerk and Councillor Purpuri agreed to take a look.</p> <p>Finally, the Clerk highlighted forthcoming meetings and events.</p>	Clerk / TP
2025/183	<p><b>Grants to community Groups</b></p> <p>The Clerk reported that three grant application had been received. The Council considered each application and resolved to award the following grants:</p> <ol style="list-style-type: none"> <li>1) <b>Bathampton Playgroup:</b> £150 towards the purchase of a teepee, string and sensory objects to create a calm space for emotion regulation.</li> <li>2) <b>Bathampton Village Show Committee:</b> £800 towards the cost of the marquee for the village show.</li> <li>3) <b>St Nicholas Church:</b> £1050 towards maintenance of the church grounds, including upkeep of the footpath used by parents and children attending the primary school and safety monitoring of the trees, walls and gravestones.</li> </ol> <p>The grants were awarded in accordance with the Council's powers under Section 137 of the Local Government Act 1972, or other relevant enabling powers, for the benefit of the local community.</p>	
2025/184	2026-2027 Draft Budget	

	<p>The draft budget for 2026-27 had been circulated prior to the meeting for review.</p> <p>The Chair presented the draft budget for the 2026-27 financial year which had been put together by the Clerk. The proposed budget shows a projected surplus of £3,971, intended to help build reserves up to a year's worth of spending, which is higher than the originally agreed level with £107,000 to be drawn from earmarked reserves to fund the Playground Project.</p> <p>The Clerk confirmed that VAT relating to the Playground Project is expected to be reclaimed within the same financial year.</p> <p>The draft precept had initially been proposed at £33,000, intended to maintain previous levels, with a year-on-year incremental increase applied to cover anticipated costs.</p> <p>No comments were made, and the Council confirmed their satisfaction with the proposals.</p> <p>It was agreed that a revised version of the budget, incorporating actual expenditure for December, would be brought back for review at the January Parish Council meeting.</p> <p>Regarding the reserves allocated to footpaths, the Clerk will prepare a document detailing the total amount allocated and provide regular updates on expenditure until the funds are fully utilised.</p>	
<b>2025/185</b>	<b>2026 Meeting Dates</b>	
	<p>The Council unanimously agreed to continue holding meetings on the third Thursday of each month, except August where no meeting is held. The date of the December meeting will be determined by the Clerk and will fall on either the second or third Thursday.</p> <p>The date for the Annual Residents would depend on the Village Hall Availability. This would be confirmed nearer to the date.</p>	
<b>2025/186</b>	<b>Community Infrastructure Levy (CIL) Report for 2024/25</b>	
	<p>The Clerk referred to her CIL report for the 2024/25 financial Year which had been circulated for review prior to the meeting. It was noted that the balance of £2,672.26 had previously been agreed to be allocated towards the Playground Project.</p> <p>The Council unanimously approved the statement, and the Clerk will submit it to BANES and publish it online following the meeting.</p>	<b>Clerk</b>
<b>2025/187</b>	<b>Maintenance of Jubilee Garden's</b>	
	<p>A discussion took place regarding the lack of maintenance of Jubilee Garden's by the Canal &amp; River Trust (CRT). Councillor Beard agreed to continue conversations with the CRT to try and establish an agreement. The Clerk was asked to find out whether the Handyman would have the capacity to carry out maintenance of these grounds alongside his current duties.</p>	<b>DB</b> <b>Clerk</b>
<b>2025/188</b>	<b>Community Small holding – Resident Enquiries</b>	
	<p>Councillor Beard reported that a couple of residents had raised concerns regarding the Community Small holding on the Canal, citing</p> <ol style="list-style-type: none"> <li>1) Humanitarian concerns, highlighting it was thought that the owners were living on the land.</li> <li>2) Animal Welfare with concerns about the keeping of certain animals.</li> <li>3) Environmental issues specifically, the planting of a leylandii hedge.</li> </ol> <p>The Parish Council noted that residents with concern should contact the relevant organisations such as the RSPCA and CRT. It was agreed that if the owners are living on their land, this is by their own choice, and no further action would be taken.</p>	
<b>2025/189</b>	<b>Ongoing Items</b>	
	<p><b>Climate Emergency:</b></p> <p>Councillor Helps reported that an initial meeting would be held on the 28<sup>th</sup> January 2026 in Winsley, regarding the 2026 Wild Waters event. Councillor Cossins White agreed to attend the meeting to express interest on a personal level. It was agreed that the Parish Council</p>	

	would not be committed to hosting an event, but they would be willing to support and promote any events that take place.	
<b>2025/190</b>	<p><b>Group Reports</b></p> <p><b>Planning &amp; Conservation</b></p> <p>Councillor Ardrey referred to the planning report, circulated by Councillor King prior to the meeting.</p> <p>Planning applications considered:</p> <p><b>Application 25/04465/FUL – 43 Devonshire Road.</b> Erection of single storey side extension. A response of 'No Objection' was proposed. The Council raised no queries and unanimously agreed the proposed response.</p> <p><b>Demolition – 79 Warminster Road.</b> The Parish Council noted that it was not being consulted on this application but had an opportunity to submit comments to the case officer. The Council raised no objections to the proposed demolition.</p>	
	<p><b>Highways</b> There was nothing further to report.</p> <p><b>Footpaths &amp; Drainage</b> Councillor Beard provided an update on the Definitive Map Modification order (DMMO) applications submitted by the Parish Council. This included confirmation of the order for the BA1/4 Candy's Bridge and the BA1/45 Holcombe Vale public footpaths. The Clerk also confirmed receipt of correspondence from BANES, including the formal notice of the making of the orders and copies of the orders themselves.</p> <p><b>Leisure &amp; Amenities</b> There was nothing further to report.</p> <p><b>Policy &amp; Finance:</b> There was nothing further to report.</p> <p><b>BPC's Digital Presence:</b> There was nothing further to report.</p> <p><b>Canals:</b> There was nothing further to report.</p>	
	<p><b>Open Forum</b> Councillor Helps requested the dates for the next Parish Council Newsletter. The Chair confirmed that the deadline for content would be Friday 23<sup>rd</sup> January. Councillor Purpuri gave his apologies for the January Parish Council meeting.</p>	
<b>2025/191</b>	<p><b>Date of next Parish Council meeting.</b> The meeting date would take place on the 15<sup>th</sup> January 2026.</p>	
	There being no further business the meeting closed at 21.05 pm	

**Signed:** .....

**Chair**

**Date:** .....