

# **Bathampton Parish Council**

**Clerk:** Mrs Liz Daly  
[bathamptonparishclerk@gmail.com](mailto:bathamptonparishclerk@gmail.com)  
07980 627391

69 Holcombe Close  
Bathampton  
BATH  
BA2 6UP

To: All members of Bathampton Parish Council,

You are summoned to a meeting of **Bathampton Parish Council which will be held on Thursday, 19<sup>th</sup> February 2026, at 7.30pm, in the Bathampton Village Hall**, for the purpose of transacting the following business.

Clerk:   
Date: **13.02.2026**

## **AGENDA**

- 1. Apologies for absence**  
To receive apologies for absence.
- 2. Declarations of Interest**  
To receive declarations of interest.
- 3. Minutes of the previous meeting**  
To consider and resolve to approve the minutes of the meeting of Bathampton Parish Council held on the 15<sup>th</sup> January 2026.
- 4. Public Participation**  
Members of the public should raise their hands, and they will be invited by the Chair to speak for no more than 5 minutes.
- 5. Review of actions carried forward from previous meeting.** *Circulated separately.*
- 6. Finance**
  - A. To receive and approve the Financial Report for February 2026 including forthcoming expenditure. *Report sent in advance of the meeting.* Clerk
  - B. To receive and consider the Clerk's Report. *Report sent in advance of the meeting.* Clerk
- 7. Parish Council Debit Card for the Clerk**  
To confirm the previous approval for the Clerk to have a council debit card (Minute Ref: 2023/119) and to authorise two councillors to sign the debit card application form. Clerk
- 8. Bathampton Parish Council Data Asset Register**  
To review and approve the Parish Council's Data Asset Register, and to delegate responsibility for its ongoing maintenance and updating to the Clerk. Clerk
- 9. Review of Clerk's CILCA Qualification and consideration of Delegated Powers**  
To formally acknowledge the Clerk's recently acquired CILCA qualification and decide whether the Council wishes to continue with current practice or formally delegate specific powers and responsibilities to the Clerk. Clerk
- 10. Annual Residents' Meeting**  
To agree on the date for the 2026 Annual Residents Meeting.

# **Bathampton Parish Council**

**11. To agree SharePoint access, permissions and responsibilities for Council Records.**

To consider and agree user access, site administrator responsibilities, and arrangements for sensitive records (such as HR and finance), in line with good governance and audit requirements.

**12. Jubilee Garden – Grass Cutting Arrangements**

To consider taking on responsibility for grass cutting at Jubilee Garden under a formal arrangement with the Canal & River Trust (CRT) and if agreed, to proceed with the necessary paperwork.

**13. Ongoing Items**

To consider the following

a) Climate Emergency.

b) Assertion 10.

**14. To receive group reports from councillors**

**a) Planning & Conservation**

Planning Applications to be discussed

**26/00140/FUL.** Woodcote, Bathampton Lane. Demolition of conservatory & erection of side extension at lower ground level. Received 21.01.2026.

**26/00374/TCA.** 7 Chapel Row. Various tree works. Received 04.02.2026.

To discuss the forward planning for potential applications.

**26/00543/TCA.** Elmsleigh, Bathampton Lane. Various tree works. Received 12.02.2026.

**b) Highways**

**c) Footpaths & Drainage**

**d) Leisure & Amenities**

**e) Policy & Finance**

**f) BPC's Digital Presence (Verbal update)**

**g) Canals**

**15. Open Forum**

**16. Date of next meeting: Thursday 19<sup>th</sup> March, Village Hall starting 7.30pm**

**Forthcoming meeting dates:**

19<sup>th</sup> March 2026

Parish Council meeting