

**Minutes of the Meeting held on 19<sup>th</sup> March 2026.  
Bathampton Village Hall, 7.30pm.**

**Present:** M. Brennan, Chair (MB), L. King, Vice-Chair, J. Helps (JH), T. Purpuri (TP), D. Beard (DB)  
R. Schofield (RS), D. Cossins White (DCW) & L. Daly (Clerk).

Two members of the public in attendance.

**The meeting started at 7.30 pm.**

		<b>Actions</b>
		Actions struck through are complete
	<p><b>Welcome:</b> The Chair welcomed everyone to the meeting. The Chair noted that the meeting would be recorded for minuting purposes only.</p>	
<b>2026/031</b>	<p><b>Apologies:</b> G. Ardrey (GA), citing family commitments.</p>	
<b>2026/032</b>	<p><b>Declarations of interest:</b> Councillor Cossins White advised the Council that the applicant for planning application: 26/00259/FUL was a friend and former client and sought guidance on whether this constituted a disclosable pecuniary interest. The Council considered the circumstances and noted that there is no current professional or financial relationship between Councillor Cossins White and the applicant, and no financial benefit would arise from the application. It was <b>resolved</b> that this did not constitute a disclosable pecuniary interest under the Council's Code of Conduct. For transparency, the interest was recorded, however Councillor Cossins White remained in the meeting and participated in the discussions.  Councillor Cossins White confirmed he would consider the application on its planning benefits and in the best interests of the Community.</p>	
<b>2026/033</b>	<p><b>Minutes of the previous meeting</b></p>	
	<p>The Minutes of the Bathampton Parish Council meeting held on the 19<sup>th</sup> February 2026 had been circulated to all members in advance of the meeting.  The Minutes were unanimously APPROVED by the Council and would be signed by the Chair at the end of the meeting.</p>	<b>MB</b>
<b>2026/034</b>	<p><b>Public Participation</b></p>	
	<p>Two members of the public were in attendance. The Chair invited the first member of public to speak.  A Bathampton resident addressed the Council regarding planning application 26/00259/FUL for the proposed Padel courts. The resident confirmed she had no personal financial interest in the Padel Tennis courts and advised she had been in discussion with the applicant and had visited the proposed site. The resident outlined several proposed mitigation measures that the applicant would put in place to help address concerns highlighted:</p> <ul style="list-style-type: none"> <li>• Managing booking times to avoid any at peak school times e.g. pick up and drop off.</li> <li>• Discussions with the George Inn regarding parking arrangements.</li> <li>• Incentives to encourage visitors to walk or cycle to the site.</li> <li>• Engagement with the local Primary school.</li> </ul> <p>The resident advised that she was happy to answer any questions on behalf of the applicant, who was unable to attend the meeting due to personal reasons.  Councillor Purpuri, as a school governor, raised concerns regarding the potential impact on the nearby primary school, particularly in relation to noise due to the proximity of the courts to the area of the playing fields used for outdoor learning, as well as increased traffic around the school.  The Council raised concerns regarding:</p>	

	<ul style="list-style-type: none"> <li>• The lack of a comprehensive acoustic survey.</li> <li>• Potential requirement for additional lighting along station Road for pedestrian safety.</li> <li>• Traffic generation and associated parking.</li> <li>• Pedestrian safety, particularly for school children who walk from the drop off point at The George or from Batheaston, through the churchyard and then crossing Station Road to get to the school.</li> <li>• Uncertainties on the visual impact as it was difficult to assess this from the pictures on the submitted application.</li> </ul> <p>The Council thanked the member of public for attending. The member of public then left the meeting.</p> <p>The second member of public, the landowner of the canal smallholding, addressed the Council in relation to concerns recorded within the March 2026 minutes, Ref: 2026/029 regarding the planting of a leylandii hedge.</p> <p>The landowner advised the Council that both the Animal Health Agency and the Canal &amp; River Trust (CRT) had recommended a secure boundary following ongoing complaints received about animal welfare, despite previous inspections confirming no issues. It was further noted that:</p> <ul style="list-style-type: none"> <li>• The hedge is planted within their land boundary (not on the Canal &amp; River Trust Land).</li> <li>• A tree surgeon has confirmed its proposed position is appropriate and will not impact surrounding trees or the towpath. The hedge will additionally be maintained at a height not exceeding 2 meters to prevent encroachment onto CRT land and to allow sufficient natural light for the animals.</li> </ul> <p>The Council thanked the resident for attending and providing clarification. The member of public then left the meeting.</p>	
<p><b>2026/035</b></p>	<p><b>Review of actions carried forward from previous meetings</b></p>	
	<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> <ol style="list-style-type: none"> <li>1) <b>Parish Council email accounts:</b> Councillor Purpuri confirmed that all Councillors had been issued with Council email accounts, along with set up instructions.</li> <li>2) <b>Archived Actions Carried Forward.</b> The Clerk confirmed that a separate document had been created to record longer-term actions for ongoing review.</li> <li>3) <b>KA75 Celebrations:</b> The Clerk reported that she had responded to the individual who had contacted her regarding the celebrations and she had offered to promote the event via the next Parish Council newsletter and social media.</li> <li>4) <b>Data Asset Register:</b> The Clerk confirmed that amendments that were subject to the DAR approval had been made, including separating meeting packs from the agendas. The Clerk would circulate the final version to all Councillors.</li> <li>5) <b>Jubilee Gardens Maintenance agreement:</b> Councillor Beard confirmed that the necessary paperwork to formalise the maintenance agreement had been completed. The Clerk noted that the Handyman had been asked to contact Councillor Beard to discuss forthcoming maintenance arrangements.</li> <li>6) <b>Allotment Plot 2:</b> The Clerk noted that she had contacted the allotment tenant who had expressed interest in temporarily using Plot 2 for storage.</li> <li>7) <b>Canal Smallholding:</b> The Council noted that concerns regarding The Leylandii hedge had been referred to the Canal &amp; River Trust (CRT) for investigation, and no further action is required at this time.</li> </ol> <p>All remaining unresolved actions were carried forward.</p>	<p><b>Clerk</b></p>
<p><b>2026/036</b></p>	<p><b>Finance</b></p>	
	<p><b>a) Financial Report for March 2026</b></p>	

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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 £141,131 with £107,920 earmarked for the Playground Project.																																																																			
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	<p>Expenditure totalling £1,189.67 was approved for payment. The Clerk highlighted that the HMRC payment related to quarter 4, not quarter 3 as stated in the Financial Report.</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>19.03.2026</td> <td>ALCA</td> <td>Data Protection Training (4 Councillors)</td> <td>£140.00</td> <td>£0.00</td> <td>£140.00</td> </tr> <tr> <td>19.03.2026</td> <td>ALCA</td> <td>Freedom of Information training (Chair /Clerk)</td> <td>£70.00</td> <td>£0.00</td> <td>£70.00</td> </tr> <tr> <td>19.03.2026</td> <td>ALCA</td> <td>Data Protection Training (Clerk / Chair)</td> <td>£70.00</td> <td>0.00</td> <td>£70.00</td> </tr> <tr> <td>19.03.2026</td> <td>Cllr Purpuri</td> <td>Expenses (Microsoft Licences)</td> <td>£31.40</td> <td>6.28</td> <td>£37.68</td> </tr> <tr> <td>19.03.2026</td> <td>HMRC</td> <td>QTR 4 (January - March 2026)</td> <td>326.60</td> <td>0.00</td> <td>£326.60</td> </tr> <tr> <td>19.03.2026</td> <td>Handyman</td> <td>Screwfix - padlock for allotment gate</td> <td>25.41</td> <td>5.08</td> <td>£30.49</td> </tr> <tr> <td>19.03.2026</td> <td>B&amp;NES</td> <td>2025-26 Playground Inspections</td> <td>385.56</td> <td>77.11</td> <td>462.67</td> </tr> <tr> <td>19.03.2026</td> <td>Valda Energy</td> <td>Electricity - Street Lighting - 13/02/2026 - 12/03/2026</td> <td>44.50</td> <td>2.23</td> <td>46.73</td> </tr> <tr> <td>19.03.2026</td> <td>Clerk</td> <td>Expenses (IONOS, Jan, Feb, March)</td> <td>4.50</td> <td>0.90</td> <td>5.40</td> </tr> <tr> <td></td> <td></td> <td>Sub Total</td> <td></td> <td></td> <td>£1,189.57</td> </tr> </tbody> </table>	Date	Payee	Details	Net	VAT	Gross	19.03.2026	ALCA	Data Protection Training (4 Councillors)	£140.00	£0.00	£140.00	19.03.2026	ALCA	Freedom of Information training (Chair /Clerk)	£70.00	£0.00	£70.00	19.03.2026	ALCA	Data Protection Training (Clerk / Chair)	£70.00	0.00	£70.00	19.03.2026	Cllr Purpuri	Expenses (Microsoft Licences)	£31.40	6.28	£37.68	19.03.2026	HMRC	QTR 4 (January - March 2026)	326.60	0.00	£326.60	19.03.2026	Handyman	Screwfix - padlock for allotment gate	25.41	5.08	£30.49	19.03.2026	B&NES	2025-26 Playground Inspections	385.56	77.11	462.67	19.03.2026	Valda Energy	Electricity - Street Lighting - 13/02/2026 - 12/03/2026	44.50	2.23	46.73	19.03.2026	Clerk	Expenses (IONOS, Jan, Feb, March)	4.50	0.90	5.40			Sub Total			£1,189.57	
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	<p>The Clerk referred to her report, previously circulated to Councillors, outlining matters arising from the Parish Council meeting held on the 19<sup>th</sup> February 2025.</p> <p>The Clerk reported that the chain on the zipline had broken. The Clerk further reported that the broken parts are being held by the Handyman and a quote has been obtained from the equipment supplier HAGS for its repair. It was noted that the Handyman would also be able to install the part if required.</p> <p>The Clerk confirmed a quote of £216.70 (excluding VAT) for the supply and delivery of parts and £295 (excluding VAT) for installation by HAGS.</p> <p>Following a discussion, it was <b>resolved</b> to approve the quote for both the supply of parts and installation by HAGS, to ensure warranty coverage and mitigate any potential issues following repair. The Clerk was asked to confirm the warranty terms and proceed with the order.</p> <p>The Clerk reported that the owner of the black labrador dog had been identified, following reports of the dog causing disturbance at the allotments, including running unsupervised and barking, leaving dog mess on plots and causing damage. The Clerk further reported that a letter had been sent to the owner requesting that they secure the boundary between their garden and the allotments. The Council <b>resolved</b> to monitor the situation.</p> <p>The Clerk reported that she would be unable to attend the April Parish Council meeting due to a family holiday over the Easter break. She advised the council that she would request agenda items earlier than usual, prepare a draft agenda in advance, and circulate the necessary meeting documents whilst away. Councillor Purpuri kindly agreed to record the meeting for minuting purposes.</p> <p>The Clerk confirmed that the Freedom of Information (FOI) request had been issued on the 4<sup>th</sup> March 2026. The Clerk reported that a further email had been received on the 5<sup>th</sup> March containing additional queries. As the scope of the questions went beyond the original request, the Clerk had treated it as a new FOI request, with a new statutory period of 20 days being applied. A full response was due by the 1<sup>st</sup> April 2026.</p> <p>The questions raised had been circulated to all councillors in advance of the meeting. It was resolved that Councillors had no information to include as part of this request. The Clerk</p>	<p><b>Clerk</b></p> <p><b>TP</b></p> <p><b>Clerk</b></p>																																																																		

	<p>further reported that she had searched through her documents and emails and found no additional information, to what was provided in the original FOI request.</p> <p>Finally, the Clerk highlighted forthcoming correspondence, meetings and events.</p>	
<b>2026/037</b>	<b>Bathampton Parish Council Inventory</b>	
	<p>The Clerk referred to the Parish Council asset register/Inventory as of 31<sup>st</sup> March 2026, which had been circulated prior to the meeting. No amendments were proposed and the Council confirmed that the register represents an accurate record of the Council’s assets and equipment.</p> <p><b>Resolved:</b> That the Asset Register/Inventory be approved. The resolution was unanimously agreed.</p>	
<b>2026/038</b>	<b>Bathampton Parish Council Risk Assessment &amp; Management Statement.</b>	
	<p>The Clerk referred to the Parish Council Risk assessment &amp; Management Statement as of 31<sup>st</sup> March 2026, which had been circulated prior to the meeting.</p> <p>The Clerk highlighted that additional information had been included within the Freedom of Information &amp; Data protection sections (as highlighted), relating to the councillor and Clerk training, the use of official council email addresses, the adoption of an IT policy and data backup arrangements.</p> <p>Councillor Purpuri referred to the section on Council Electronic Records (page 6), which states that electronic documents are stored on a password protected computer and backed up to the Cloud. It was agreed that this wording should be updated to reflect the use of SharePoint and OneDrive for document storage.</p> <p><b>Resolved:</b> That subject to the amendment above, the Risk Assessment &amp; Management Statement be approved. The resolution was unanimously agreed.</p> <p>It was agreed that the updated email arrangements would be included in the next Parish newsletter and referenced in the Chair’s report. Councillors were asked to consider whether to retain either telephone or email addresses for publication, and to confirm preference during the April Parish Council meeting.</p>	<p><b>Clerk</b></p> <p><b>JH/MB</b></p> <p><b>All</b></p>
<b>2026/039</b>	<b>Review of Earmarked reserves</b>	
	<p>The Clerk referred to the reserve of £107,920 allocated to the Playground project. The Council reviewed the current position and agreed that the level of reserves remains appropriate based on current estimates.</p> <p><b>Resolved:</b> That the Earmarked reserves of £107,920 be retained for the purpose of the Playground upgrade and is considered appropriate at this time. It was further noted that any year end surplus would be transferred to general reserves and may be allocated to the Playground Project if required.</p>	
<b>2026/040</b>	<b>Initial Policy Review</b>	
	<p>The Clerk referred to the Standing Orders, Financial Regulations and Councillor Code of Conduct, which had been circulated prior to the meeting. The Clerk noted that these policies are based on the most up to date templates and no amendments were proposed.</p> <p>Councillors confirmed that no changes were required.</p> <p><b>Resolved:</b> That the Standing Orders, Financial Regulations and Councillor Code of Conduct be approved, with no amendments, as they accurately reflect the current position of the Council.</p>	
<b>2026/041</b>	<b>IT Policy</b>	
	<p>The Clerk referred to the IT Policy, which had been circulated prior to the meeting. It was noted that the policy is based on the NALC template and modified by the Clerk to reflect the needs of a small Parish Council, including a home working Clerk and an employed Handyman.</p> <p>No amendments were proposed by Councillors.</p> <p><b>Resolved:</b> That the IT Policy be approved, without amendment.</p>	

2026/042	<b>Annual Resident’s Meeting – 6<sup>th</sup> May.</b>	
	<p>The Chair reported that the Village Hall had been booked and confirmed that she would arrange for the purchase of refreshments.</p> <p>Councillor King advised that a representative from the National Trust has been invited to speak on Bathampton Meadows and has confirmed attendance. An additional speaker has also been invited to discuss recent beaver activity. Councillor King agreed to follow up on this invitation, as no correspondence had been received by the Clerk.</p> <p>It was noted that new and previously proposed Traffic Regulation Orders (TRO’s) will be included on the April Parish Council meeting agenda for review and may be discussed at the Resident’s meeting if appropriate.</p> <p>The Clerk will promote the Annual Residents meeting on the Parish Council website and on social media.</p>	<p><b>MB</b></p> <p><b>LK</b></p> <p><b>TP</b></p> <p><b>Clerk</b></p>
2026/043	<b>Allotment Site Security</b>	
	<p>Councillor Helps reported recent damage at the allotments. It was noted that a post had been published on social media asking residents to be vigilant. Following discussion, it was resolved that no further action be taken at this time and that the situation would be monitored.</p>	
2026/044	<b>Ongoing Items</b>	
	<p><b>a) Climate Emergency:</b> The council discussed the flyer regarding Bath West Community Energy (BWCE) and its evaluation of potential sites for Solar Farms and Wind Turbines, including St Catherine’s Valley and Charmy Down. No action was proposed at this stage.</p> <p><b>b) Assertion 10:</b> There was nothing further to report.</p> <p><b>c) Playground Project:</b> The Clerk reported that eight quotations had been received and would be reviewed the following day. The quotes will be uploaded to SharePoint for Councillor Purpuri to review, after which the Clerk &amp; Councillor Purpuri will meet to agree a shortlist of designs.</p>	
2026/045	<p><b>Group Reports</b></p> <p><b>Planning &amp; Conservation</b> Councillor King referred to the planning report, circulated prior to the meeting.</p> <p>Planning applications considered:</p> <p><b>Application 26/00682/FUL – King Edwards School Playing Field.</b> Application for the erection of two outbuildings (retrospective) and one outbuilding (proposed) for equipment storage. A response of ‘No Objection’ was proposed</p> <p><b>Application 26/00259/FUL – Land next to Bathampton Lane.</b> Application for the change of use from a redundant site to sports facility, including the construction of five Padel Courts. Following a detailed discussion, the Council noted the efforts and proposed amendments made by the applicant in response to concerns raised. However, it was agreed that further clarification was required on certain matters, especially regarding traffic and noise. As a result, the Council <b>resolved</b> to submit an objection response.</p> <p>Councillor King agreed to compile all agreed comments into a written response and circulate to all councillors for review and approval prior to submission to BANES.</p> <p>The Council raised no queries and unanimously agreed the proposed response to application 26/00682/FUL.</p>	

	<p><b><u>Highways</u></b> There was nothing further to report.</p> <p><b><u>Footpaths &amp; Drainage</u></b> Councillor Beard reported that another Definitive Map Modification Order’s (DMMO) application was expected to go through for the footpath leading from Hantone Hill to the tramway.  Councillor Cossins White reported an issue with the top step that leads from the Canal towpath down to the Grosvenor bridge area. Councillor Beard would investigate.</p> <p><b><u>Leisure &amp; Amenities</u></b> Councillor Helps reported that a section of pathway around the perimeter of the allotments has a steep slope, leading to allotment tenants crossing through another plot to access across the area more safely. It was suggested that steps, similar to those installed on the slopes of the recreational field, could be introduced to improve accessibility.  It was <b>resolved</b> that Councillor Beard provide Councillor Helps with the contractors contact details to enable them to access the proposal and for a quote to be obtained.</p> <p><b><u>Policy &amp; Finance:</u></b> There was nothing further to report.</p> <p><b><u>BPC’s Digital Presence:</u></b> The Clerk reported that a former Councillor, with experience of the Council’s website, had resolved several issues, identified in the latest Accessibility Report. Councillor Schofield agreed to look at the changes made.  Councillor Schofield reported that he had explored the MyParishCouncil templates, however based on examples of websites using the template, he did not consider the design to be of a significantly high standard. Alternatives had been reviewed but they were expensive and it was thought that upgrading the Councils current template could be a better option. Councillor Schofield would provide a further update during next month’s meeting.</p> <p><b><u>Canals:</u></b> There was nothing further to report.</p>	<p><b>DB</b></p> <p><b>DB</b></p> <p><b>RS</b></p>
<p><b>2026/046</b></p>	<p><b>Open Forum</b> Councillor Helps queried whether there had been any updates regarding the tree works on Bathampton Lane. It was understood that no further work had been carried out, and there was uncertainty as to when the works are scheduled to take place.</p>	
<p><b>2026/047</b></p>	<p><b>Date of next Parish Council meeting.</b> The meeting date would take place on the 16<sup>th</sup> April 2026.</p>	
	<p>There being no further business the meeting closed at 21.32 pm</p>	

**Signed:** .....

**Chair**

**Date:** .....