

**Minutes of the Meeting held on 28<sup>th</sup> May 2026.  
Bathampton Village Hall, 7.30pm.**

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

No members of the public in attendance.

**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.	
<b>2026/072</b>	<b>Apologies:</b> G. Ardrey (GA) & R. Schofield (RS) due to family commitments.	
<b>2026/073</b>	<b>Declarations of interest:</b> None	
<b>2026/074</b>	<b>Minutes of the previous meeting</b>	
	The Minutes of the Bathampton Parish Council meeting held on the 16 <sup>th</sup> April 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.	<b>MB</b>
<b>2026/075</b>	<b>Public Participation</b>	
	There were no members of the public in attendance.	
<b>2026/076</b>	<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.  <ol style="list-style-type: none"> <li>1) <b>Condition of Bathampton Lane Pavement &amp; ANPR Data:</b> Councillor Purpuri reported that BANES had inspected the pavement on Bathampton Lane and noted no concerns. The request for the ANPR data remains outstanding and would be carried forward.</li> <li>2) <b>Tynning Lane Signage:</b> Councillor Purpuri reported that BANES had installed new signage, however, it had since been vandalised. Councillor Purpuri agreed to notify BANES.</li> <li>3) <b>Devonshire Road/Bathampton Lane footpath Streetlight Repair:</b> The Clerk reported that the streetlight is currently obscured by vegetation, which will need cutting back before Volker can undertake the repair. It was RESOLVED that the Clerk contact the Handyman to confirm, whether he can safely undertake this work. If not, the Clerk was asked to refer the matter to BANES.</li> <li>4) <b>Councillors' areas of Responsibility:</b> This item was addressed at the Annual Meeting of the Parish Council (Minute Ref 2026/066).</li> <li>5) <b>Zipline Repair – warranty query:</b> The Clerk reported that HAGS warranty cover includes consumable parts for a period of 2 years but does not extend to general wear and tear or vandalism.</li> <li>6) <b>Condition of step - Canal Towpath to Grosvenor bridge.</b> It was confirmed that the riser has been removed and that the step is now stable and safe. Councillor Beard will continue to monitor.</li> <li>7) <b>Defibrillator replacement - outside Doctor's Surgery:</b> This item is included on the agenda for discussion.</li> <li>8) <b>Councillor Availability - May Parish Council meetings:</b> Confirmed via email. The revised meeting date for May was agreed accordingly.</li> </ol>	<p><b>TP</b></p> <p><b>Clerk</b></p>

	<p>9) <b>Leaflets -Wild Water-Festival:</b> Councillor Cossins-White reported that no leaflets had been provided to the Clerk for display on the Parish council noticeboards, as one event was already fully booked and the other nearly full.</p> <p>10) <b>Traffic Regulation Order's:</b> It was RESOLVED that Councillor Purpuri submit the two Traffic Regulation Order's (TRO's) as previously proposed and agreed, relating to the Holcombe Close junction and the Holcombe Close/Holcombe Lane junction to improve visibility and road safety. It was noted that the Holcombe Lane/Holcombe Cloe junction had raised concerns and received support from residents during the Annual Residents Meeting.</p> <p>11) <b>Bench – Opposite Doctors Surgery.</b> It was RESOLVED that Councillor Cossins-White would inspect the bench. If found to be in reasonable condition, it will be relocated to the playground. If deemed unsafe, it will be dismantled and disposed of appropriately.</p> <p>All remaining unresolved actions were carried forward.</p>	<p><b>TP</b></p> <p><b>DCW</b></p>																																				
<b>2026/077</b>	<b>Finance</b>																																					
	<b>a) Financial Report for May 2026</b>																																					
	This had been circulated previously.																																					
	<u>Table 1</u>																																					
	The Chair referred to the financial report, circulated prior to the meeting, which outlined cash movement for both the month and year to date. The Chair reported that the Parish Council holds a current cash balance of £152,803.29 with £108,694 earmarked for the Playground Project.																																					
	<u>Table 2</u>																																					
	Transactions from the 1 <sup>st</sup> April up to the 30 <sup>th</sup> April 2026 were noted.																																					
	<u>Table 3</u>																																					
	<p>Expenditure totalling £523.61 was approved for payment.</p> <p>Net salaries of £1,308.22 and the NEST pension contribution of £62.70 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>28.05.2026</td> <td>Village Show Committee</td> <td>Village Hall Hire - 2026-27</td> <td>£128.70</td> <td>£0.00</td> <td>£128.70</td> </tr> <tr> <td>28.05.2026</td> <td>Cllr Brennan</td> <td>Refreshments - Annual Residents Meeting</td> <td>£44.88</td> <td>£8.98</td> <td>£53.86</td> </tr> <tr> <td>28.05.2026</td> <td>Paul Russell</td> <td>Audit - 2025-26</td> <td>£300.00</td> <td>0.00</td> <td>£300.00</td> </tr> <tr> <td>28.05.2026</td> <td>Valda</td> <td>Valda - 13.05.26 - 12.06.26)</td> <td>£38.93</td> <td>2.12</td> <td>£41.05</td> </tr> <tr> <td></td> <td></td> <td>Sub Total</td> <td></td> <td></td> <td>£523.61</td> </tr> </tbody> </table>	Date	Payee	Details	Net	VAT	Gross	28.05.2026	Village Show Committee	Village Hall Hire - 2026-27	£128.70	£0.00	£128.70	28.05.2026	Cllr Brennan	Refreshments - Annual Residents Meeting	£44.88	£8.98	£53.86	28.05.2026	Paul Russell	Audit - 2025-26	£300.00	0.00	£300.00	28.05.2026	Valda	Valda - 13.05.26 - 12.06.26)	£38.93	2.12	£41.05			Sub Total			£523.61	
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	<b>b) To note any conflicts of interest with BDO LLP (external auditor)</b>																																					
	The Council considered whether there were any conflicts of interest in respect of BDO LLP, the appointed external auditor. No conflicts of interest were identified. The Clerk and Chair completed and signed the relevant conflict of interest declaration	<b>Clerk / MB</b>																																				
	<b>c) To receive and consider the Internal Auditor's Report &amp; Findings</b>																																					
	<p>The Annual Internal Audit for the year ending 31<sup>st</sup> March 2026, having been circulated prior to the meeting was received and noted.</p> <p>The Council noted the Internal Auditor's conclusion that Bathampton Parish Council's systems of internal control were operating effectively and that the Council was meeting its control objectives.</p> <p>The Council considered the recommendations contained within the report and RESOLVED as follows:</p> <p>1) To publish financial reports and supporting financial papers on the Parish Council website as part of the agenda papers, where appropriate, to improve transparency.</p>	<b>Clerk</b>																																				



	<p>The Clerk referred councillors to the Clerk’s report, previously circulated, which provided an update on matters arising from the Parish Council meeting held on the 16<sup>th</sup> April 2026.</p> <p>The Clerk reported that the VAT reclaim for the previous year had been received on the 27<sup>th</sup> April 2026 for a total of £908.69.</p> <p>An update was provided on the Playground Project consultation. The Clerk confirmed that consultation events would be held on 6 June 2026 from 2–4pm and on 10 June 2026 from 7-9pm. The Clerk advised that suppliers had been contacted to provide visual materials for the consultation events. It was further noted that feedback to the unsuccessful tenderers remained outstanding and would be issued in due course.</p> <p>The Clerk reported that HAGS had been instructed to undertake the zipwire repair, however, confirmation of their availability to make the repair was still being waited on.</p> <p>The Clerk advised that the BANES Clean and Green team had been contacted regarding the overgrowth along Down Lane and had confirmed that the works had been added to their task list. Councillor Beard requested that the Clerk also ask BANES to remove graffiti from the traffic restriction signs on Tynning Road.</p> <p>The Clerk noted a resident had contacted her expressing an interest in assisting with litter picking within the village. The Clerk advised that the resident’s details had been forwarded to Councillor Beard so that contact could be made directly. Councillor Beard agreed to check whether he had responded, as he was unable to recall whether contact had been made.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>DB</b></p>
<p><b>2026/078</b></p>	<p><b>Parish Council Reserves Policy</b></p>	
	<p>The Chair referred to the Parish Council’s Reserves Policy which had been circulated prior to the meeting.</p> <p>Following a review of the policy, it was RESOLVED to amend section 3 relating to General Reserves to reflect that the Council’s target level of general reserves should be set at approximately £30,000, rather than the current figure of £25,000 in line with the council’s projected annual expenditure.</p> <p>Subject to this amendment, the Council RESOLVED to approve the Reserves Policy.</p> <p><b>Resolved:</b> To amend the target level of General Reserves to approximately £30,000 and approve the revised Reserves Policy.</p>	<p><b>Clerk</b></p>
<p><b>2026/079</b></p>	<p><b>Review of the 2026 Annual Resident’s Meeting</b></p>	
	<p>The council agreed that the Annual meeting had been well attended and positively received. Councillors noted the high quality of the presentations delivered by representation from the National Trust and the Avon Wildlife Trust.</p> <p>The Council also noted a concern raised by a resident regarding vehicles parking opposite their driveway on Down Lane, making access to and from the property difficult. Councillor Purpuri agreed to raise this matter with BANES to explore what options may be available.</p>	<p><b>TP</b></p>
<p><b>2026/080</b></p>	<p><b>Defibrillator outside of Doctor’s Surgery</b></p>	
	<p>The Chair reported that the Clerk had been in contact with the Practice Manager at the Doctor’s Surgery’s regarding the existing defibrillator which had been placed out of use. The Clerk had obtained details of the make and model of the unit and had been advised that the cabinet was showing signs of significant corrosion and no longer met the standards recommended by Community Heartbeat Trust. Whilst the surgery was unable to provide advice on a replacement unit, a link to the Community Heartbeat Trust website had been provided for reference.</p> <p>The Council was further advised that the Clerk had contacted Ward Councillor Sarah Warren to enquire about potential funding towards the purchase of a replacement defibrillator and cabinet. However, Councillor Warren had confirmed that no Ward Councillor Empowerment Funding was available during the current financial year.</p> <p>Following discussion, it was RESOLVED that Cllr Cossins-White contact a relevant industry contact to obtain further information and advice regarding replacement options. It was</p>	<p><b>DCW/Clerk/ JH</b></p>

	<p>further RESOLVED that the Clerk contact the Clerk to Batheaston Parish Council to obtain details of the defibrillator recently installed at the Batheaston Medical Centre. Councillor Helps volunteered to view the Community Heartbeat website.</p> <p><b>Resolved:</b> That Councillor Cossins-White contact a relevant contact to obtain further information and advice on suitable replacement defibrillator options, and that the Clerk contact the Clerk to Batheaston Parish Council to obtain details of the defibrillator installation at Batheaston Medical Centre.</p>	
<b>2026/081</b>	<b>Ongoing Items</b>	
	<p><b>a) Climate Emergency:</b> The Council noted correspondence circulated by the Clerk on the 21<sup>st</sup> May 2026 regarding the People’s Emergency Briefing Film taking place at Haysfield School.</p> <p><b>b) Assertion 10:</b> The Council noted the requirement under Assertion 10 to ensure effective arrangements are in place for data management and IT systems. It was noted the need to move all files onto SharePoint and to use this for meeting papers going forward.</p> <p><b>c) Playground Project:</b> The Clerk referred to the Community Survey which she is developing in collaboration with Councillor Purpuri. It was further noted that the Playground design options will be uploaded to the Parish Council website to enable community consultation and feedback.</p>	<p><b>All</b></p> <p><b>TP/Clerk</b></p>
<b>2026/082</b>	<p><b>Group Reports</b> <b>Planning &amp; Conservation</b> Councillor King referred to the planning report, circulated prior to the meeting. Planning applications considered:</p> <p><b><u>Application 26/01470/FUL – 31 Warminster Road.</u></b> Application for the demolition of existing garage and erection of larger replacement garage A response of ‘No Objection’ was proposed</p> <p><b><u>Application 26/01520/TCA &amp; 26/01520/TPO – The lake house.</u></b> Application for tree works. A response of ‘No Objection’ was proposed but to note that this is subject to the planning officer agreeing that the tree works are necessary.</p> <p><b><u>Application 26/01779/LBA – Bathampton Bridge, High Street.</u></b> Application for minor masonry repairs to damaged approach wingwall. A response of ‘No Objection’ was proposed and to note a wish for the application to be expedited but to query why the Canal &amp; River Trust need to make a LBA application, at cost and time to them when it is considered a safety issue which needed to be actioned straight away. It was agreed to query why it couldn’t have been carried out as de-minimus works and a straightforward repair.</p> <p><b><u>Application 26/01262/FUL – 34 Warminster Road (Revised Information).</u></b> Application for the demolition of existing garage and erection of oak framed garage. It was agreed to note that the extra information contains nothing new and the need to see a plan which shows orientation in terms of North/South etc as the use of left and right side and front and back are only meaningful if its shows where the observer is standing.</p> <p>The Council raised no queries and unanimously agreed the proposed response to both applications.</p>	<p><b>LK</b></p>

	<p>The Council referred to the acoustic survey relating to the proposed Bathampton Padel courts. It was noted that the council would request an independent assessment to ensure an impartial evaluation of potential impacts.</p> <p>It was further RESOLVED that the Council would highlight concerns regarding the measurement of distance to the nearby outdoor forest school, noting that it appeared the distance had been measured from the proposed courts to the school building rather than the outdoor learning area.</p> <p>Councillor King referred to correspondence received from a resident, enquiring about the potential sale of part of their garden and the process for obtaining planning permission. Councillor King advised that the resident had been directed to BANES planning for guidance. The Council RESOLVED that the planning group external advisor may contact the resident to provide general guidance on the planning process.</p>	<p>LK</p> <p>LK</p>
	<p><b>Highways</b> There was nothing further to report.</p> <p><b>Footpaths &amp; Drainage</b> Councillor Beard reported that footpath work had commenced. Councillor Beard enquired about the availability of loppers for footpath work. The Chair advised that she had a pair available and would provide them to Councillor Beard.</p> <p><b>Leisure &amp; Amenities</b> Councillor Helps provided an update on the allotments and reported that several allotment holders had been contacted about various issues. An issue had additionally been reported with the main allotment gate which would be investigated.</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>MB</p> <p>JH/Clerk</p>
<p><b>2026/083</b></p>	<p><b>Open Forum</b> Councillor Cossins-White enquired about setting up email notifications for Parish Council email correspondence to alert him when a new email is received. Councillor Purpuri agreed to help him set this up following closure of the meeting. There was nothing further to report.</p>	<p>TP</p>
<p><b>2026/084</b></p>	<p><b>Date of next Parish Council meeting.</b> The meeting date would take place on the 18<sup>th</sup> June 2026.</p>	
	<p>There being no further business the meeting closed at 20.58 pm</p>	

**Signed:** .....

**Chair**

**Date:** .....