

## **Batheaston Parish Council**

### **Minutes of the Meeting of Batheaston Parish Council held at 7:15pm on Tuesday 11<sup>th</sup> June, 2019**

Present: Emily Wright (Chair), Patrick Vandesteen, Paula Day, Alexis Pavlou, Catherine McCarthy, Andrew Lea, James Jeffery (co-opted during meeting) and Sarah Orme (clerk)

#### **1. Public Participation**

##### 1.1. Two members of the public attended.

There was a positive comment on the new layout of the room for council meetings.

There was a comment about the dangers of local social media being used for public debate when that becomes personal / critical. Although this is not a council matter, the councillors noted the resident's concern about this. Where issues concern footpaths, B&NES footpaths department are a good initial contact.

There is a groundswell of interest in the Secret Garden project on social media. There is a group of people who would like to see raised beds put in after the accessible pathways have been completed. These could be used for activities by groups such as Age Concern. We should consider seeking funding in good time. This could be Phase II of the Secret Garden project.

##### 1.2. Patrick Vandesteen demonstrated the Batheaston Green app.

A group called CAMERA at the University of Bath are trialling software designed to encourage public engagement in local planning. The app is experimental and only available on Android. It's called Batheaston Green. The app team needed an idea to explore, so they've used a previous planning idea that was explored in the Batheaston 2009 Vision Plan. After the VR experience, users can vote to give feedback on the planning proposal.

CAMERA would like feedback on this app so they can further develop it and then seek funding. Everything in the app is anonymous and should not be a concern for GDPR. The hope is that this technology will enable councils to connect with the local community and capture their views on development and planning issues by making it easier to visualise and give feedback on proposed plans.

A resident commented that there are many people in the village who won't be able to access this. If this is developed further, the GP Surgery and school might be interested in making this available to all residents. School might also be interested. The app is still being developed.

2. Apologies were accepted from Derek Greener and Denise Craig. Susanne Hagen has resigned.
3. There were no declarations of interest.
4. The minutes of the meeting held on 28<sup>th</sup> May, 2019 were approved as an accurate record.
5. James Jeffery was co-opted onto the council. He signed a declaration of acceptance of office.
6. James Jeffery was appointed to the Play Area and Highways working groups. Andrew Lea was appointed to the Highways and Riverside working groups.

**Emily will request Derek be interim coordinator of Riverside working group following Susanne's resignation as councillor.**

**Emily Wright**

7. It was resolved to make a payment of £1,000 to the Twinning Association as agreed in December 2018 meeting. This will be taken from the new grants budget.

Clerk

8. As our May grant allocation, a grant of £476 was awarded to the Friends of Bathampton Meadow to assist with mowing the verges along the Bathampton Meadows. Is there a way we can thank the community for maintaining this? Social media and the Local Look could be used.

Clerk

## 9. Preparation for Audit

- 9.1. The standing orders were reviewed. We will change to gender inclusive language where possible and incorporate our Working Groups strategies into the document. Clerk to redraft and re-present at next meeting.

Clerk

- 9.2. The risk register was reviewed. This was approved as a working document. Although we don't use bleach, we still need to comply with **COSHH**. Clerk has not yet had time to do this. James Jeffery to send risk assessments including one for **working at height** to clerk. A risk assessment was completed for installing the **Christmas Lights last year**. Catherine McCarthy to send this to clerk.

**James Jeffery**

Clerk

**Catherine McCarthy**

## 10. Working Groups Update

- 10.1. It was resolved to use the working group notes template and to adopt a working group summary process. Following feedback at our annual village meeting, we will work towards making these publicly available, to include putting these onto the new website. Clerk will enable working group co-ordinators to upload these.

**All working group co-ordinators**

Clerk

### 10.2. **Parking Working Group** (No longer a working group)

There is concern about the SmartParking contract. There is no description of service standard in the contract, so we cannot claim a breach. Disabled people should have greater rights if they receive a PCN. The company should therefore be able to detect when a person has a blue badge. The liabilities are asymmetric, and the contract needs to be re-negotiated. We have some contract expertise on the current council.

**Communicate purpose of providing parking for local people visiting shops etc.**

**Ensure new arrangements are well publicised before enforcement starts.**

**Emily Wright**

Clerk

### **10.3. Highways Working Group (Co-ordinator Catherine McCarthy)**

10.3.1. Crossman Homes have withdrawn their planning application for the site on Coalpit Road. They legally must put the site back as it was, including the trees that they removed. The relevant B&NES planning officer was on holiday when called.

10.3.2. The council has received correspondence regarding problems caused by queueing for the toll bridge. It might be possible to incorporate a queueing lane if B&NES removed some parking spaces. Currently the local community is sustaining all the costs and the toll operators are reaping all the benefits. Is there a violation of monopolies/other law?

**Explore legal avenues**

**Patrick Vandestein**

**Update Ward Councillors**

**Clerk**

10.3.3. Weeds update: As we are not using weed killer and our budget from B&NES has been reduced, it is impossible to fully manage weeds. Some councillors are doing weed clearing as volunteers. We considered employing additional contractors, but we cannot sustain the cost in the longer term without increasing the precept.

10.3.4. The change in the law regarding footpaths was noted.

### **10.4. Riverside Working Group (Currently no coordinator).**

10.4.1. We are ready to obtain contracts and sign for work on the Accessible Paths Project to start on 22<sup>nd</sup> July.

**Clerk**

10.4.2. The sample bench, Ellister Erin 2-seater was approved for the Secret Garden. A further £10 per bench will be spent on tamperproof stainless-steel fixings. Catherine Gregory was thanked for building the bench. Six more will be purchased, as agreed by council previously.

**Clerk**

10.4.3. The plinths quotation was agreed. This will be added to the specification for Secret Garden works.

10.4.4. We are still waiting for the contract from Ibstock Enovert

10.4.5. Clerk is organising the contract with Ashley Rich

### **10.5. Play Area Working Group (Co-ordinator Emily Wright).**

The next Play Area working group meeting is on the 18<sup>th</sup> June at the White Lion.

10.5.1. It was resolved to ask GB Sports to repair the play area equipment.

### **10.6. Neighbourhood Plan WG (Co-ordinator Alexis Pavlou)**

10.6.1. The group has clarified the neighbourhood plan. The policies have not changed, but the language is more specific so we can challenge planning decisions more effectively. Alexis needs to add references to the vision plan, local and national plans. The working group is meeting on the 4<sup>th</sup> July and plan to send the document to B&NES before the summer.

**Alexis Pavlou**

**Neighbourhood Plan Working Group**

## 11. Planning

**The following planning decisions were considered :-**

Site Location: [17 High Bannerdown, Batheaston, Bath, Bath And North East Somerset, BA1 7JY](#)

Conversion of existing double garage into new family room, alterations to front elevation of dwelling to include forming new front door entrance, enlargement of window and erection of tiled canopy above, fixing of cedar cladding to first floor level and applying K-Rend system to all other walls

Application reference: 19/02273/FUL

**It was resolved not to object subject to there being no need for on-street parking, in accordance with our proposed neighbourhood plan.**

Site Location: [Upton Grey 13 High Bannerdown Batheaston Bath BA1 7JY](#)

Demolition of side garage and front porch, construction of two storey side extension, new front porch, alterations to rear single storey extension, terrace modifications, internal modifications, windows and rainwater goods replacement

Application reference: 19/02484/FUL

**It was resolved not to object subject to there being no need for on-street parking, in accordance with our proposed neighbourhood plan.**

Location: 38 Northend Batheaston Bath Bath And North East Somerset BA1 7ES

Description of Proposal: T1 - pine - shorten drooping and extended limbs that originate at 4m, 5m and 6m high by 2m, 3m and 4m in length respectively. Shorten the lesser competing leader by 2.5m.

T2 - yew - remove sections in direct contact with the wall.

Reference Number: 19/02520/TCA

**It was resolved not to object.**

**The following decisions by B&NES were noted: -**

31 High Bannerdown was permitted against the objections of Batheaston Parish Council and residents.

12. The accounts for May 2019 YTD were approved.

**13. The following payments made using the Charge card were noted: -**

- 13.1. Screwfix £29.72, £27.96 – light for toilet, oil for highways equipment, dust mask, fittings for vine wires, Riverside.
- 13.2. GS Products £9.44, £113.12. Vine wires – previously approved payment.
- 13.3. Greenfingers £67.97 sample bench Riverside – previously approved payment.
- 13.4. £40 to the Information Commissioner's Office - legal requirement

**14. The following payments were approved**

- 14.1. Tom Ledbury grass cutting £90 Invoice 1636
- 14.2. Viking Direct (back order) £2.38 soap for pavilion
- 14.3. Viking Direct £53.34 stationery, toner and cable for projector

15. A mandate was signed to remove a bank signatory and also for direct debits to utility companies as part of our bank changeover.

**16. Clerk's report**

- 16.1. The Barclays Account has still not been closed. Clerk visiting the branch again tomorrow with signatories to try to resolve.
- 16.2. Our AGAR submission meeting is on the 25<sup>th</sup> June. We need a quorum for this meeting. Emily Wright is unable to attend, but Derek Greener will chair. Clerk has arranged to spend all day

on 21<sup>st</sup> June with the internal auditor. For boxes we can't yet tick on the AGAR, we will have a plan for improvement in place.

- 16.3. The toilet seat, fence around the football pitch and drinking fountain have been repaired. (Note: drinking fountain has been vandalised again). Clerk still waiting for quotes re the car park barrier and railing repairs.
- 16.4. CURO have been in touch about attending a meeting.
- 16.5. Clerk and Derek Greener attended the ALCA Meeting. We were told that Section 106 money from development may be available in addition to CIL payments. Clerk to investigate after audit.

**Clerk**

- 16.6. B&NES Parish Liaison meetings 24th July (Clerk and Emily Wright to attend) and 30th October. (Clerk and Alexis Pavlou to attend).
- 16.7. Joint Police Forum - 19th June, 7pm - Community Space, Keynsham
- 16.8. B&NES Peer Review Panel on Wednesday 10th July between 6pm and 7pm.
- 16.9. It was agreed the Twinning Association could hold their party at the Riverside. (Note: they have since booked elsewhere).

**17. Chairman's report**

Emily Wright thanked the clerk for her continuing hard work.

**Next Meeting: -**

7:15pm on Tuesday 25th June in the Rhymes Pavilion TBC  
SIGN OFF SUBMISSION TO EXTERNAL AUDITORS

These are open meetings.

Members of the public are welcome to attend and may speak by invitation

Signed.....

Dated.....