

Batheaston Parish Council

**Minutes of the Annual Meeting of the Batheaston Parish Council
held in The Rhymes Pavilion on Tuesday 9th May 2017 at 7-15 pm**

Present :- Cllrs G Riley (Chair), E Adams, P Burcombe, N Clutterbuck, P Corley, S Frayling, S Hagen, J Jeffery, C McCarthy, R Mimmack, D Redding and M Townley (Clerk)

C-331 Public Participation –

None

C-332 Apologies for Absence

Cllrs, P Bennett, D Greener, M Veal, S Cast(?)

C-333 Declarations of Interest

(a) P Burcombe & R Mimmack = Youth Club & BLA;

C-334 Election of Chairman

Proposed	C McCarthy	}	RESOLVED -	That Cllr George Riley is elected to serve for the year 2017-18
Seconded	R Mimmack	}	(Unanimously)	

C-335 Election of Vice-Chairman

Proposed	P Corley	}	RESOLVED -	That Cllr Emma Adams is elected to serve for the year 2017-18
Seconded	G Riley	}	(Unanimously)	

C-336 Adoption and Standing Orders.

(a) Hard copies issued reflecting alterations completed by N Clutterbuck and the Clerk – with thanks.

Proposed	P Burcombe	}	RESOLVED -	That the Standing Orders, as presented, be adopted for 2017 - 18
Seconded	S Hagen	}	(Unanimously)	

C-337 Committee Proposals

- (a) As Resolved (unanimously) in the BPC Meeting held 11th April 2017 – Item number C-318(b)
(b) GSC is renamed Strategic Planning Committee (SPC); }
HFL is renamed Highways & Environment Committee (HFE) } With new duties
PAC is renamed Planning & Recreation committee (PRC) }

C-338 Composition and Membership of Committees

- (a) SPC GR, EA, PBU, PBE, SC, PC, CMcC
(b) HFE GR, EA, PBE, PBU, SC, SF, DG, SH, CMcC
(c) PRC GR, EA, PC, SF, JJ, DR, CMcC, RM

Each Committee to elect the Chairman and Vice-Chairman at their next Meeting.

At each Committee Meeting if more than 7 x Members attend then a decision as to who votes to be agreed

C-339 Parish Council's Representations on Other Bodies

B'ton Leisure Association PBU, RM
Youth Club PBU, RM
B'ton Neighbourhood PBU
Bath Preservation Trust DG
ALCA GR, EA
Primary School The School declined to accept any Councillor last year. Offer to be repated. **GR**

C-340 Bank Account and Audit Requirements.

Usually the cheque signatories are any two of the Chairmen of the Standing Committees, the Council Chairman and Vice-Chairman.

Until the new Committee Chairmen are all elected – and their signatures deposited at the Bank – this Meeting agreed that the signatories continue to be N Clutterbuck, S Hagen, R Mimmack, and G Riley.

Monthly Accounts will be internally audited by Cllr Adams.

Final year accounts to be audited by an independent non-Council Auditor before passing to the External Auditors (as appointed by the Government).

Proposed	S Hagen	}	RESOLVED -	That the Bank Account and Audit Requirements agreed as presented.
Seconded	J Jeffery	}	(Unanimously)	

C-341 Authorisation of Regularly Occurring Amounts

(a) Wages and Salaries at rates approved by the Parish Council, and payments to the Inland Revenue
Contracts made by the Parish Council = Street Lights Maintenance & Power; Water Rates; Garage Rental; Electricity Accounts; Highways Maintenance equipment; Telephone Accounts, Toilet Facilities.

Administration costs = Audit Fees; Stationery; Postage; Photocopying; Office Rental; Travel Expenses; Toilet materials & Power; Cleaning Supplies.

(b) Items of Petty Cash not exceeding £50-00

Proposed	N Clutterbuck	}	RESOLVED -	That the authorisation of Regularly Occurring amounts are adopted as presented.
Seconded	G Riley	}	(Unanimously)	

C-342 Minutes of Meetings held 11th April 2017

Proposed J Jeffery } RESOLVED -
Seconded S Hagen } (Unanimously) That the minutes are accepted as a true record

C-343 Matters Arising from the above Meeting

- (a) Craig Roberts (B&NES) to visit about Verges cutting/clearance.
(b) B&NES has sprayed weed killer, but HFE to trial a vinegar spray in the late Summer.

CMcC

(c) The Annual Village Meeting went well but projection lessons learnt.

C-344 Receipt of Standing Committee Reports

Highways & Environment Committee -S Hagen

- (a) Gateway Signs. The 3x New Signs will be installed by end of June.
- (b) MILL Lane. B&NES has agreed to limiting to 30mph. Bathampton PC is pursuing improved signage off the Cycle Path
- (c) B&NES will not install a "Liable to Flooding" in the Car Park. BPC will address if CAT approved.

Strategic Planning Committee - E Adams

- (d) "Waterscape". Presentation attended but little mention of Batheaston. We need better signage and attention to the river Avon Footpath BA 2/5.

EA with PF

- (e) CURO. Confirm that the original "Pods" scheme for the garages area is being developed.

Planning & Recreation Committee - S Frayling

- (f) 23 Northend. Site visits have confirmed that we will SUPPORT this Application.
- (g) Barns off Ramscombe Lane. Former property owned by the Rich's has been inherited and pre-application drawings offered for PRC consideration. Developer to be contacted for site visit.
- (h) Meeting on Hartley Farm missed as no attention advised

SF

Proposed	S Hagen	}	RESOLVED -	That the above Reports are accepted as presented.
Seconded	P Corley	}	(Unanimously)	

C-345 Presentation of Unaudited Accounts

- (a) April 2017 Verified by our Internal Auditor Cllr Adams

	Apr	
Income	29661	£6428 more than Budget
Expenditure	903	£1626 less than budget

- (b) Special Payments
Youth Club £6000 (£500/mth); Youth Club £3500 (Half-yearly); Reseeding £260; Megarod £140; Waterside £100; Hanging Baskets £200

- (c) Audit Progress 2016-17

Internal Auditor is satisfied with the Papers. To be collected.

SH

Proposed	S Hagen	}	RESOLVED -	That the April Accounts, Special Payments and Audit status Report be accepted as presented.
Seconded	S Frayling	}	(Unanimously)	

C-346 Parish Councillor ~& Handyperson Vacancies

- (a) Prospective Parish Councillor identified, and invited to visit and witness our Meetings.
- (b) Next advertisement for a Handyperson will include "Gardening".
- (c) Lackham College needs placements for their students and the HFE will offer a September opportunity.

SH

C-347 Riverside Project

- (a) A draft CAT has just been received and being reviewed.
- (b) The toilet remains closed whilst Wessex Water/Megarod clear the drains blockages – caused by tree roots. New manholes being installed. Toilet has been used 1300+ times and earned £284.

C-348 Neighbourhood Plan Progress

- (a) Analysis of all outstanding projects in the 2009 Vision Plan identified, and a Statement of Proposals in preparation.
- (b) Next meeting of the Working Party set for Monday 15th May at 10-00am in Cllr Greener's home.
- (c) The B&NES NP Meeting recently cancelled and now proposed for 30th May in the Guild Hall.

PC/DG/GR/MT

C-349 Park & Ride Activity

- (a) The Bus Company has stated that a Meadows Park & Ride will lose them £150,000
- (b) On 4th April the B&NES Cabinet Member for Transport declared on the radio that any Meadows P & R on either sites F or B cannot be seen by Batheaston residents. This statement – made when Councillors are "in purdah" - has been challenged.
- (c) The newly elected Metro Mayor is not responding to any contact requests. Our MP is being urged to assist.

C-350 Councillors Concerns & Representations

- (a) The bridge on the footpath from St Catherinescourt to join the Limestone Link (probably actually on the County Boundary with South Gloucester) is being deliberately blocked. Complaint proposed to the St. Catherines Meeting. **GR**
- (b) A proliferation of yellow political stickers appearing all over the Village = illegal graffiti? The "offender" to be approached for removal. **EA**
- (c) The Church Fete offers the BPC the opportunity of a Stall.
- (d) The missing Noticeboard at the top of Elmhurst needs replacement.
- (e) A request for costings to provide a Film Evening received. This Meeting agreed total costs. **JJ**
- (f) A request to hire the Football Field received. This Meeting advised total costs. **JJ**
- (g) Various fly-tippings being removed – this detrimental practice to be advised in the local look
- (h) Benches sponsored by 3 x Residents needs a "standardisation" and the BPC's agreement on siting. **CMcC**
- (j) Derogatory remarks on the BF Facebook have caused resignations of the BF Chairman and Secretary.
- (k) The church Lane Hearse Bay will be actioned in the next 3 x weeks. **SF**

C-351 Chairman's Report

- (a) The BLA/BPC Lease cancellation deferred until the next BPC Meeting, whilst repair requirements to Play Area equipment has been identified

C-352 Clerks Report

- (a) The Clerk has offered to post Agenda and Minutes to the Website, but needs the new instructions. Know-how to be pursued.

EA

C-353 Communications
Nothing at this time.

C-354 Date of next Meeting :-

Tuesday 13th JUNE 2017 at 7-15 pm in The Rhymes Pavilion (To be confirmed)

Chairman.....Date.....