

Batheaston Parish Council

Minutes of the Meeting of Batheaston Parish Council held at 7:15pm on Tuesday 12th March, 2019 in the Rhymes Pavilion.

Present: Emma Adams (chair), Paula Day, Pam Burcombe, Catherine McCarthy, James Jeffery, Emily Wright, Nigel Clutterbuck, Susanne Hagen, Alexis Pavlou, Andrew Lea, Sarah Orme (clerk)

Cllr Martin Veal and one other member of the public were also present.

1. Public Participation – a statement was read out regarding antisocial behaviour. A breach of the General Data Protection Regulation (GDPR) may have occurred.
2. Apologies were accepted from Derek Redding, Derek Greener and Denise Craig.
3. Declarations of Interest – none.
4. The minutes of the meeting held on 19th February were agreed as an accurate record and signed.

5. Working Groups

5.1. Riverside Working Group

The council has received a grant from Ibstock Enover for £10,000 for developing accessible paths in the Secret Garden. Thanks were expressed to Susanne Hagen for her hard work on this application.

- 5.1.1. The resolution to clarify that the total of £6600 is the correct budgeted figure for the secret garden works described in the minutes of BPC 11th December, 2018 item 9.2.2. was **deferred** as there was insufficient information about what the additional money was required for.

Please can Riverside Working Group clarify this for next council meeting.

Riverside WG

- 5.1.2. **It was resolved** to consult B&NES Environmental Health re the control of rats. The location of the Riverside area makes a certain number of rats inevitable, and there is a risk that other wildlife or pets will be affected by bait or traps.

Clerk

- 5.1.3. **It was resolved** to purchase soil conditioner in batches from Bathford Garden Centre at a cost of up to £89.95 in total. This nursery will deliver.

Clerk

- 5.1.4. **It was resolved** to spend up to £2450 on benches. £2000 is included for benches in the current year's budget. £115 was approved for spending on a sample bench at council meeting on 19th February 2019. The council wants to buy 7 benches in total for the Riverside area. If the sample bench at £115 proves suitable, the expenditure will be lower. The benches will be fixed to the ground to prevent theft.

- 5.1.5. **It was resolved** to spend £60 including VAT on shrubs from local company Landcare and an additional £100 on plants in addition to the £250 allocated at council meeting on 19th February, 2019.

- 5.1.6. **It was resolved** to transfer the £5000 earmarked for a shelter at Riverside and thus far unspent in the 2018 – 2019 to the budget for 2019 – 2020.

Clerk

5.1.7. **It was resolved** to give sets of keys for first aid, kitchen and toilet access to volunteers at Riverside.

C Gregory and P Fear to receive full sets of keys for Riverside.

At the moment a variety of people have a variety of keys. It was resolved to get new sets of keys cut after the election and distribute to key staff and volunteers.

Clerk/NC

5.2. Neighbourhood Plan Working Group

5.2.1. It was agreed that the work so far carried out on the neighbourhood plan is in line with the thinking of full council and should be continued.

Nigel Clutterbuck has the previous survey data which was split into areas of Batheaston and demographic groups. This data does not identify individuals. Worcester Research could analyse our latest questionnaires on the same basis but would probably charge for this.

This will not be finished before the election and must be carried forward by comparing against other local and national plans before taking to B&NES.

5.3. Play Area Working Group

5.3.1. **The report from the play area working group was noted.** The play area will be developed and improved over three to four years. The working group are meeting with the school to discuss involving children in design decisions. There are grants that could be applied for from Enovert but first we need to develop concrete plans. We may need to match fund. We already have some funding in place.

Approach school and develop plans.

Play area working group

5.4. Highways

5.4.1. B&NES proposed plan of works for Morris Lane / Barnfield Way

Cllr Andrew Lea declared an interest.

This has been discussed in the council before on a regular basis and has been an issue for a long time. Signage is not clear enough. There was concern that this change could push problems to another part of the road.

Andrew Lea to forward addresses to clerk.

Clerk to suggest B&NES consults residents likely to be affected.

AL and clerk

5.4.2. Road closure on St Catherine's Lane in April was noted.

6. Health and Safety Issues

6.1. **It was resolved** to repair the drinking fountain at a cost of up to £150. The drinking fountain is the correct height for accessibility requirements. Clerk had consulted with a retailer who stated that they had never encountered people urinating in drinking fountains. Current model also allows bikers and walkers to refill bottles. Fresh supply of chlorinated mains water.

Clerk

6.2. **It was resolved** to fit a new polycarbonate seat to the public toilet. Current seat is loose.

Clerk

6.3. Health and safety issues raised by play area report were noted and **it was resolved** to obtain quotations for most urgent repairs pending redevelopment of play area.

Clerk and Play Area WG

7. **It was resolved** to provide the clerk with an Alto prepaid card. (After meeting note – this card no longer available!)
8. **Decision deferred due to lack of time** - to appoint and pay an internal auditor recommended by Avon Local Councils' Association or the Society of Local Council Clerks.
9. **Decision deferred due to lack of time** - to resolve to adopt grant awarding procedure.

10. Grass Cutting

10.1. **It was resolved** to query the invoice from B&NES for extra grass cutting for Elmhurst from June 2018. A councillor had enquired how much they would charge for this. Has there been confusion?

Clerk

10.2. **It was resolved** to accept the Grass Cutting Quotation from Tom Ledbury for cutting the football pitch. Tom Ledbury cuts clippings fine and this doesn't cause problems with clumps.

Clerk

10.3. **It was resolved to** accept B&NES Grass Cutting Quotation for cutting car park, secret garden and play area. It's a competitive price. Riverside Group to monitor work.

Clerk and Riverside WG

11. **It was resolved** to move to two full council meetings a month, to include planning, to have more time to cover business. No meetings in August.
12. The Draft Joint Local Transport Plan 4 was discussed briefly. It is divisive and any **response was deferred** to allow time for discussion. This may miss the deadline.
13. **Decision deferred due to lack of time** - to work towards the [Local Council Award Scheme Award](#) (Foundation Level see pages 6–10) and pay the £50 registration fee and £50 accreditation fee.

14. Clerk's report

14.1. Accounts for February and YTD were presented.

14.1.1. GB Sports and B&NES both inspected the playground last month.

14.2. Banking update

14.3. Report back on B&NES Parish Liaison Meeting – good meeting, well attended, the meeting in future will be chaired by B&NES and parish chairs alternating. Consultation groups being set up to discuss public transport.

14.4. Clerk distributed posters inviting residents to stand as councillors for display on noticeboards.

14.5. Election Guidance

14.5.1. Purdah period from 18th May till election means councillors cannot do anything that might influence voters.

14.5.2. Clerk distributed notices of election which must legally be displayed on 18th March.

14.5.3. Clerk will be available to aid all candidates to stand and provide electoral roll numbers.

14.5.4. Guidelines re intimidation in public life recommend no addresses made public.

- 14.6. Rhymes Pavilion – new heating being installed on 15th March.
- 14.7. Ongoing issues : - CURO garage rental is being resolved, workload is still high and still sorting out some handover issues.
- 14.8. Due to changing banks, the list of cheques was agreed to be signed after the meeting.

15. Chairman’s report

The chair thanked Susanne, Catherine Gregory and Wendy Chambers for their successful grant bid and also the clerk for working so hard to amend and update our procedures and for her calm pragmatic, intelligent approach.

Date of next meeting 7:15pm on Thursday 16th May 2019 to be confirmed.

This is the annual village meeting.

All parishioners are invited.

Refreshments will be served.

Signed.....

Dated.....