

## **Batheaston Parish Council**

### **Minutes of the meeting of Batheaston Parish Council held at 7:15pm on Tuesday 6th October 2020**

**Present: Councillors Patrick Vandesteen (Chairman), Derek Greener, Catherine Gregory, Alison James, James Jeffrey, Andrew Lea, Tamsin May, Catherine McCarthy, Alexis Pavlou, Sue Peachey, Hannah Squire.**

In attendance: Richard Maccabee (Clerk).

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

- 1.1. Ms. Immi Cory gave a short presentation on the "Penny's Pantry", a food bank initiative on behalf of Mercy in Action that is being held at the Rhymes Pavilion every Wednesday.
- 1.2. She thanked the Council for its support. She explained the concept of "Food Pantries" which are supported by a national organisation, "Fairshare", which works with supermarkets and other food distributing companies to source fresh food.
- 1.3. She believes that there is, and will continue to be, a demand in and around Batheaston, as it shares some of the issues associated with rural communities: lack of food choice, poor transport, and issues of isolation particularly amongst the elderly.
- 1.4. She indicated that approximately 30 people had been served by the Pantry based at the Rhymes.
- 1.5. Councillors congratulated her on this effort and wished her well.

#### **2. Apologies for absence were accepted from Councillors Paula Day and Matt Tovey.**

#### **3. Declarations of interest. The following were declared:**

- 3.1. Cllr Vandesteen: ref Planning Application Reference Number: 20/03338/VAR
- 3.2. Cllr Pavlou: ref Planning Application Reference Number: 20/03340/FUL

#### **4. The minutes of the meeting of Council held on 8<sup>th</sup> September 2020 were submitted for approval.**

- 4.1. The Clerk noted that he had incorreccted dated the issue date: to shows 3<sup>rd</sup> September, rather than 1<sup>st</sup> October. It was agreed that this change would be made by the Chairman.
- 4.2. The minutes were approved with this amendment as a correct record for signing by the Chairman.

#### **VILLAGE MATTERS**

#### **5. Climate emergency response**

- 5.1. Cllr Peachey presented a report from the Climate Assembly UK, of which she had been a member. She also provided a set of recommendations on the Council response
- 5.2. Councillors made a number of positive comments and suggestions on matters including:
  - 5.2.1. The use of Electric Cars, and the necessity of providing charging points for these;

- 5.2.2. The use of electric bicycles, especially for commuters;
- 5.2.3. Council's own use of electricity, which should be sourced from a Green Energy company;
- 5.2.4. Provision of recycling bins.

**5.3. Council approved** the resolution to recognise the existence of a climate emergency. The Council supports the B&NES declaration on the climate emergency. The Council will work with the Batheaston community and community organisations, B&NES and other parish councils to establish specific local initiatives that will contribute to and enhance all aspects of our locality including transport, the built environment, the natural environment, ecology and renewable energy.

## **COUNCIL MATTERS**

### **6. Audit action planning**

- 6.1. Cllr Gregory introduced the revised Audit Action Plan, which was developed from the Internal Auditor's report. It includes some significant matters, including policies and procedures such as the Standing Orders (next items on this agenda) and the Financial Regulations.
- 6.2. The Internal Auditor has been asked to visit again on the 1<sup>st</sup> December 2020 to ensure that effective actions are underway to establish full and compliant controls and processes.
- 6.3. Cllr Vandesteen reminded Council that the feedback from the Auditor was that to the extent that the Council has policies and procedures, the issue is the use and adherence to them. It is therefore important that Councillors engage in the items that will arise over the next few months.

### **7. Updated Standing Orders**

- 7.1. Cllr Vandesteen introduced this item. He indicated that these form part of the foundation of the Council, in working effectively to serve the community, by making good and well-informed decisions, to deliver the best possible outcomes from the Precept that is collected from residents.
  - 7.1.1. He indicated that the Standing Orders contain all the mandated legislative requirements.
  - 7.1.2. He presented the timetable that he proposes for preparing for meetings, allowing all Councillors enough time to read and comment.
  - 7.1.3. Some Councillors expressed concerns that the draft presented was substantially different than previous, and there was not a need to change. Also, that this document had been written by one Councillor, rather than a number.
  - 7.1.4. Some Councillors expressed concerns that the period of 14 days given to review the document had not been not enough for all Councillors.
  - 7.1.5. In light of these concerns, Cllr Vandesteen proposed a motion to defer consideration of this item to the next meeting.
  - 7.1.6. This motion **was rejected**.
- 7.2. **Council approved** the draft Standing Orders.

7.3. Election of a Vice Chairman

7.4. Cllr Greener proposed a motion to elect a Vice Chairman at the next Council meeting.

7.4.1. He outlined his reasons: although a Vice Chairman is not required by the Standing Orders, there has been one for the past few years until the recent resignation of the Cllr Tovey. The post is important to deputise for the Chairman in the event of his absence.

7.4.2. **Council approved** the motion.

7.4.3. Cllr Vandesteen indicated that this item would therefore be on the agenda for the next meeting and asked that those interested in standing for the post put their names forward to the Clerk.

## 8. Finance Committee matters

8.1. Cllr Gregory presented the report from the Finance Committee Meeting of 22nd September 2020.

8.1.1. She indicated that the preparations for this meeting had not been ideal, and that the Clerk had not been to distribute papers in a timely fashion.

8.1.2. It was noted that Finance Committee is dealing with a significant number of substantial matters, and that it is important for all Councillors to be aware of its deliberations.

8.1.3. Cllr Gregory indicated that the next meeting, on 20<sup>th</sup> October, will include more such matters: the review of Financial Regulations; a half-year review of the budget; and laying foundations for setting the Precept for 2021/22. In respect of this last item, she asked Councillors to note that she should put forward calls on the budget by the third week in November.

8.2. **Council noted** the draft minutes of Finance Committee Meeting of 22nd September 2020.

## STANDING ITEMS AND REPORTS

### 9. Planning Applications

9.1. **To review** the following planning application from Bath and North East Somerset Council:

Application Type: Tree Works Notification in Con Area  
Site Location: 18 Northend Batheaston BA1 7EN  
Description of Proposal: Holly (T1) growing into boundary wall – Remove  
Name of Applicant: Mrs Nicky Jones  
Reference Number: 20/03186/TCA Case Officer: Jane Brewer

Council **resolved not to object**

Application Type: Application for Variation of Condition  
Site Location: Stonehurst Fosse Lane Batheaston BA1 7JU  
Description of Proposal: Variation of conditions 2 (Plans List) of application 17/00635/VAR (Variation of condition 2 attached 16/03032/FUL (Erection of new dwelling following demolition of existing dwelling)  
Name of Applicant: Ford  
Reference Number: 20/03338/VAR Case Officer: Dominic Battrick

Council **resolved not to object**

Application Type: Full Application  
Site Location: 29 Morris Lane Batheaston BA1 7PR  
Description of Proposal: Erection of new attached double garage and adjustments to paving following demolition of existing attached single garage and lean-to  
Name of Applicant: Mr Martin Verrell  
Reference Number: 20/03340/FUL Case Officer: Christopher Masters

Council **resolved not to object**

Application Type: Application for Variation of Condition  
Site Location: Chapel House Northend Batheaston BA1 7EN  
Description of Proposal: Variation of condition 12 (plans list) of application 19/04889/FUL (Demolition of 1960s two storey extension and pre-school building and conversion of chapel (Use Class D1) and outbuildings into single dwelling (Use Class C3) together with replacement extension, re-modelling of carpark entrance and pedestrian gateway).  
Name of Applicant: Mr Jonathan Stockton  
Reference Number: 20/03388/VAR Case Officer: Helen Ellison

Council **resolved not to object**

Application Type: Tree Works Notification in Con Area  
Site Location: 1 Vale View Cottages Vale View Terrace Batheaston BA1 7RJ  
Description of Proposal: Magnolia T1 - crown reduce by approximately 25% (1.5 m) and prune back to boundary wall  
Name of Applicant: Tutchter  
Reference Number: 20/03458/TCA Case Officer: Jane Brewer

Council **resolved not to object**

**9.2. Council noted** the following decisions on planning applications have been notified by Bath and North East Somerset Council:

Application Type: Full Application  
Site Location: 11 Barnfield Way Batheaston BA1 7PW  
Description of Proposal: Addition of dormer windows to front and rear elevations.  
Name of Applicant: Mr & Mrs Baker  
Application Number: 20/02553/FUL Case Officer: Danielle Milsom

Decision: PERMIT

Application Type: Full Application  
Site Location: 4 Hill Cottages Ramscombe Lane Batheaston  
Description of Proposal: Erection of single storey garden room extension.  
Name of Applicant: Llewellyn Harker Lowe  
Application Number: 20/02568/FUL Case Officer: Danielle Milsom

Decision: PERMIT

Application Type: Full Application  
Site Location: Brook Lodge 199 London Road East Batheaston  
Description of Proposal: Erection of a single storey rear extension following demolition of existing attached lean-to structure.  
Name of Applicant: John Corcoran  
Application Number: 20/02596/FUL Case Officer: Emily Smithers

Decision: PERMIT

Application Type: Listed Building Consent (Alts/exts)  
Site Location: Brook Lodge 199 London Road East Batheaston  
Description of Proposal: Internal and external alterations for the erection of a single storey rear extension following demolition of existing attached lean-to structure.  
Name of Applicant: John Corcoran  
Application Number: 20/02625/LBA Case Officer: Emily Smithers

Decision: CONSENT

Application Type: Application for Variation of Condition  
Site Location: 12 Victoria Gardens Batheaston BA1 7RD  
Description of Proposal: Variation of condition 2 (Plans List) of application 19/04990/FUL (Erection of a two storey rear and side extension, to follow the demolition of existing rear extension.)  
Name of Applicant: Mrs Susie Schlesinger  
Application Number: 20/02654/VAR Case Officer: Chloe Buckingham

Decision: PERMIT

9.2.1. Council noted that it had resolved not to object to the above applications

**9.3.** Council noted the following outcome of an appeal regarding planning application 19/03218/ODCOU, which has been notified by Bath and North East Somerset Council:

Site Location: Barn Bailbrook Lane Lower Swainswick Bath  
Description of Proposal: Prior approval request for a change of use from office (Use Class B1a) to dwelling (Use Class C3).  
Appeal Ref: 20/00022/RFAGR Application Ref: 19/03218/ODCOU  
Planning Inspectorate Appeal Ref: 3248638  
Appeal Start Date: 22 May 2020  
Appellant: Mr Andrew Mercer

Decision: Appeal is Dismissed.

9.3.1. **Council noted** that it had resolved not to object to this appeal.

## **10. Clerk's report.**

**10.1. Council received** a report from the Clerk.

10.1.1. He noted that the Council is allowing Mercy in Action to use the Rhymes Pavilion free-of-charge to provide food to local residents in need.

10.1.2. He indicated that he has received a formal complaint, which he will bring to the next meeting of Council. He will follow the Policy document that he has been able to locate, although it is not clear that this was formally approved by Council.

10.1.3. He will bring the Complaints Policy to the next meeting for approval.

**Clerk**

10.1.4. He mentioned the forthcoming steps required to bring a number of systems projects to fruition. Cllr May is leading the Communications and Engagement Group which is overseeing the website development.

10.1.5. He highlighted in particular the tasks that Councillors will have to undertake to change over to the new email system, which for some will be quite onerous, but are unavoidable.

## **11. Chairman's report.**

**11.1.** The Chairman, Cllr Vandesteen reflected that he has seen a significant increase in engagement from residents. He gave as examples

11.1.1. The number of calls and emails that he receives.

11.1.2. The number of viewings of Council meetings on YouTube.

11.1.3. The engagement of a number of people with impressive and relevant skills in the Village Green project.

**11.2.** In response, other Councillors commented:

11.2.1. There have been positive comments about the sharing of information on Facebook, and that it is important that information is shared widely, specifically to the Batheaston Forward group on Facebook.

**11.3.** Cllr Lea took the opportunity to make Council aware of the forthcoming "Scarecrow Trail". There will be approximately 40 scarecrows around the village, and that there will be one on behalf of the Council.

**Meeting closed: 9:03pm**

**Upcoming Meetings: -**

Parish Council Meeting, 7:15pm on Tuesday 10<sup>th</sup> November 2020

Finance Committee, 7:15pm on Tuesday 24<sup>th</sup> November 2020

Parish Council Meeting, 7:15pm on Tuesday 15<sup>th</sup> December 2020

Council meetings are open to the public, and members of the public are welcome to join and may speak by invitation

Signed: -  Parish Clerk

Date issued: 27<sup>th</sup> October 2020