

**Democratic Services**

Riverside, Temple Street, Keynsham, Bristol BS31 1LA

Telephone: (01225) 477000 *main switchboard*

Direct Lines - Tel: 01225 394416

Web-site - <http://www.bathnes.gov.uk>

Date: 8 October 2013

E-mail: [Democratic\\_Services@bathnes.gov.uk](mailto:Democratic_Services@bathnes.gov.uk)

**To:** The Chairperson and Clerk of each Parish and Town Council in Bath & North East Somerset and the Chairpersons of Parish Meetings

Copy to :

Group Leaders:

Cabinet Members:

Chief Executive and other appropriate officers

Press and Public

Dear Member

**Parishes Liaison Meeting: Wednesday, 16th October, 2013**

You are invited to attend a meeting of the **Parishes Liaison Meeting**, to be held on **Wednesday, 16th October, 2013 at 6.30 pm** in the **Council Chamber - Riverside, Keynsham BS31 1LA**.

The agenda is set out overleaf.

Yours sincerely



Ann Swabey  
for Chief Executive

**If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.**

*This Agenda and all accompanying reports are printed on recycled paper*

## NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Ann Swabey who is available by telephoning Bath 01225 394416 or by calling at the Riverside Offices Keynsham (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Ann Swabey as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Ann Swabey as above.

Appendices to reports are available for inspection as follows:-

**Public Access points** - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

**For Councillors and Officers** papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

**Parishes Liaison Meeting - Wednesday, 16th October, 2013**

**at 6.30 pm in the Council Chamber - Riverside, Keynsham BS31 1LA**

**A G E N D A**

1. WELCOME AND INTRODUCTIONS

The Chair of Council, Councillor Neil Butters will welcome everyone to the meeting.

2. EMERGENCY EVACUATION PROCEDURE

*The Chair will draw attention to the emergency evacuation procedure as follows:*

*If the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted. Arrangements are in place for the safe evacuation of disabled people. The assembly point is along Temple Street, beyond the Ship Inn and the flats on a grassy area at the top of Dapps Hill.*

3. APOLOGIES FOR ABSENCE

4. URGENT BUSINESS AS AGREED BY THE CHAIR

The Chair will announce any items of urgent business accepted since the agenda was prepared

5. MINUTES OF THE LAST MEETING ON 19TH JUNE 2013 (Pages 5 - 12)

To approve the minutes of the previous meeting as an accurate record.

6. THE PARISH HIGHWAY RANGERS PROJECT (Pages 13 - 14)

A briefing note is attached. Stefan Chiffers (Area Traffic Engineer, Transport Planning) will attend to answer questions.

7. THE B&NES CORE STRATEGY (Pages 15 - 18)

A briefing note is attached. Simon de Beer (Planning Policy and Environment Manager) will attend to answer questions.

8. THE B&NES PLACE-MAKING PLAN (Pages 19 - 22)

A briefing note is attached. Richard Daone (Planning Policy Team leader) will attend to answer questions.

9. THE IMPROVEMENT OF RURAL BROADBAND IN NORTH EAST SOMERSET

A briefing note will be circulated shortly. David Wales (Principal EEB Development Officer) will attend to answer questions.

10. CONNECTING COMMUNITIES (Pages 23 - 24)

A briefing note is attached. Claire Gresswell (Programme Manager, Connecting Communities) will attend to answer questions.

11. ARTS DEVELOPMENT BUSINESS PLAN (Pages 25 - 28)

A briefing note is attached. Ann Cullis (Senior Arts Development Officer) will attend to answer questions.

12. PARISH CHARTER

A verbal update on this item will be given by Peter Duppa-Miller.

13. GYPSIES, TRAVELLERS AND TRAVELLING SHOW PEOPLE SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT (Pages 29 - 30)

A briefing note is attached for the meeting to note.

14. PAPERLESS PARISHES CONSULTATION REGARDING PLANNING APPLICATIONS (Pages 31 - 32)

A briefing note is attached for the meeting to note.

15. DATES OF FUTURE MEETINGS

*The date of the next meeting will be Wednesday 19<sup>th</sup> February 2014.*

The Committee Administrator for this meeting is Ann Swabey who can be contacted on 01225 394416.