

Democratic Services

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Date: 16 February 2016
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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, 24th February, 2016

You are invited to attend a meeting of the **Parishes Liaison Meeting**, to be held on **Wednesday, 24th February, 2016 at 6.30 pm** in the **Community Space, Keynsham - Market Walk, Keynsham**.

The agenda is set out overleaf.

Yours sincerely

Sean O'Neill
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 Sean O'Neill who is available by telephoning Bath 01225 395090 or by calling at the Guildhall Bath (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 Sean O'Neill as above.

3. Recording at Meetings:-

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator

The Council will broadcast the images and sound live via the internet www.bathnes.gov.uk/webcast An archived recording of the proceedings will also be available for viewing after the meeting. The Council may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

- 4. 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 Sean O'Neill as above.

Appendices to reports are available for inspection as follows:-

Public Access points - Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

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

- 5. Attendance Register:** Members should sign the Register which will be circulated at the meeting.

6. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.

7. 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, 24th February, 2016

at 6.30 pm in the Community Space, Keynsham - Market Walk, Keynsham

A G E N D A

1. WELCOME AND INTRODUCTIONS
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 one of the named assembly points. The designated exits are sign-posted. Arrangements are in place for the safe evacuation of disabled people. The assembly points are: the front and rear of Riverside, Temple Street.

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 PREVIOUS MEETING (Pages 7 - 14)
6. VIDEO IN HONOUR OF PETER DUPPA-MILLER

The Chairman's Lifetime Achievement Award was recently renamed the Peter Duppa Miller Lifetime Achievement Award in honour of Peter's work for local communities. A short film will be shown honouring Peter's work for the community.

7. UPDATES FROM BATH AND NORTH EAST SOMERSET COUNCIL (Verbal Report)
 - (a) COUNCIL BUDGET
 - (b) ARRANGEMENTS FOR THE REFERENDUM ON A DIRECTLY-ELECTED MAYOR FOR BATH & NORTH EAST SOMERSET (Pages 15 - 16)

A briefing note the Council Monitoring Officer is attached.

8. BRIEFING REQUESTED BY PARISHES: INFRASTRUCTURE AND DEVELOPMENT IN BATH AND NORTH EAST SOMERSET (Pages 17 - 22)

A background briefing note on delivering local infrastructure, including information on the Community Infrastructure Levy, is attached, designed to complement the briefings to parishes on CIL which took place recently.

Attention is drawn to the following:

- The Council is in the process of updating the Schools Organisation Plan to reflect any changes since the Plan was last published and this will be discussed

at the Children and Young People Policy Development and Scrutiny Panel on 22nd March and will also be reported to Cabinet on 4th May.

- Two working groups (for Keynsham area and Chew Valley and Somer Valley and Bathavon, respectively) on the Joint Spatial Plan have been established, including representatives from parishes. Information on these working groups has been circulated to parish councils.
- The Council aims to develop proposals to remove through traffic from the city. This work will continue with discussions with Wiltshire, highways England and the DfT. The objective will be to develop these options for inclusion in Highways England's next funding programme.
- As part of its development of transport strategies for the Chew Valley and Somer Valley, the Council has recently examined road safety along the A37 corridor. We will engage with local communities on this in the near future.

9. SPECIFIC ISSUES RAISED BY PARISHES FOR RESOLUTION (Pages 23 - 24)

A briefing note is attached.

10. FOR INFORMATION: MEETINGS OF CONNECTING COMMUNITIES FORUMS

Dates of Meetings of Connecting Communities Forums meetings

<u>FORUM</u>	<u>DATE</u>	<u>KEY AGENDA ITEMS</u>
Keynsham Area	17 th February	Community safety
Chew Valley	22 nd February	Transport and Broadband
Bathavon	23 rd February	Developing the Forum
Somer Valley	25 th February	Enterprise Area

Information on the Green Spaces strategy will be available at each Forum meeting.

Chief Inspector Kevin Thatcher will provide an update on Policing matters at each Forum meeting.

More information is available [here](#).

11. DATES OF FUTURE PARISH LIAISON MEETINGS

The following dates are at present scheduled for future Parish Liaison Meetings:

11 May 2016

12 Oct 2016

15 Feb 2017

The Committee Administrator for this meeting is Sean O'Neill who can be contacted on 01225 395090.