

Parish Liaison Meeting

Date: Wednesday, 12th July, 2017

Time: 6.30 pm

Venue: Council Chamber - Guildhall, Bath

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

Chair of the Meeting: Councillor Karen Walker

Group Leaders: Councillor Robin Moss and Councillor Dine Romero

Group Spokespersons: Councillor Sarah Bevan and Councillor Lin Patterson

Cabinet Members: Councillor Tim Warren (Leader of the Council and Conservative Group Leader), Councillor Charles Gerrish (Cabinet Member for Finance and Efficiency, Conservative Deputy Group Leader North East Somerset), Councillor Bob Goodman (Cabinet Member for Development), Councillor Paul May (Cabinet Member for Children and Young People), Councillor Paul Myers (Cabinet Member for Economic and Community Regeneration), Councillor Vic Pritchard (Cabinet Member for Adult Care and Health), Councillor Mark Shelford (Cabinet Member for Transport and Highways), Councillor Martin Veal (Cabinet Member for Community Services) and Councillor Karen Warrington (Cabinet Member for Policy and Transformation)

ALCA Representatives: Rosemary Naish (Chair of Clutton PC and Chair of B&NES ALCA) and Clive Fricker (Chair of Keynsham Town Council and Vice-Chair of B&NES ALCA)

Chief Executive and other appropriate officers
Press and Public



Sean O'Neill

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NOTES

1. **Inspection of Papers:** Papers are available for inspection as follows:

Council's website: <https://democracy.bathnes.gov.uk/ieDocHome.aspx?bcr=1>

Paper copies are available for inspection at the **Public Access points:-** Reception: Civic Centre - Keynsham, Guildhall - Bath, The Hollies - Midsomer Norton. Bath Central and Midsomer Norton public libraries.

2. **Details of decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime, details can be obtained by contacting 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. **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. They may also ask a question to which a written answer will be given. **Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.** Further details of the scheme:

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=12942>

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

6. **Supplementary information for meetings**

Additional information and Protocols and procedures relating to meetings

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505>

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at 6.30 pm in the Council Chamber - Guildhall, Bath

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 the assembly point. The designated exits are sign-posted. Arrangements are in place for the safe evacuation of disabled people. The assembly point is: in front of Kingston Buildings, which is situated at the east end of Bath Abbey near to the taxi rank on Orange Grove.

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 MEETING OF THE 22ND FEBRUARY 2017 (Pages 7 - 18)

6. UPDATE FROM LEADER OF BATH AND NORTH EAST SOMERSET COUNCIL

Cllr Tim Warren will give an update.

7. PARISH CHARTER UPDATE

An update on progress with the Parish Charter will be given by Cllr Paul Myers (Cabinet Member for Policy, Localism and Partnerships) and Cllr Rosemary Naish (Clutton PC).

8. HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT (HELAA)

Issue raised by Cllr Rosemary Naish (Clutton Parish Council)

9. COMMUNITY INFRASTRUCTURE LEVY - UPDATE ON NON-PARISHED ALLOCATION AND LAST YEAR'S DISTRIBUTION

Raised by Chris Gittins, Clerk of Timsbury Parish Council

10. PAPERLESS PLANNING UPDATE

Raised by Cllr Martin Robinson, Dunkerton Parish Council

11. PARISH RECEPTION/CONFERENCE IDEAS

Cllr Paul Myers

12. DATES OF FUTURE MEETINGS

The date of the next meeting will be:

26 October 2017, at 6.30pm in the Community Space, Keynsham

The following dates are proposed for 2018-19:

21st February 2018

24 October 2018

20 February 2019

In addition a half-day conference for parishes is proposed for June 2018 on a date to be agreed.

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