

Parish Liaison Meeting

Date: Wednesday, 6th March, 2019

Time: 6.30 pm

**Venue: Community Space, Keynsham - Market Walk,
Keynsham**

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 and Neighbourhoods), 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, Health and Wellbeing), Councillor Mark Shelford (Cabinet Member for Transport and Environment, Conservative Deputy Group Leader Bath) and Councillor Karen Warrington (Cabinet Member for Transformation and Customer Services)

ALCA Representatives:

Chief Executive and other appropriate officers
Press and Public



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. We request that those filming/recording meetings avoid filming public seating areas, children, vulnerable people etc; however, the Council cannot guarantee this will happen.

The Council will broadcast the images and sounds live via the internet www.bathnes.gov.uk/webcast. 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

Marie Todd

Democratic Services

Lewis House, Manvers Street, Bath, BA1 1JG

Telephone: 01225 394414

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

E-mail: Democratic_Services@bathnes.gov.uk

Parish Liaison Meeting - Wednesday, 6th March, 2019

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

A G E N D A

Councillor Paul Myers, Cabinet Member for Economic and Community Regeneration, will be available from 5.30pm to discuss any issues that parish representatives wish to raise with him before the meeting.

1. WELCOME AND INTRODUCTIONS (2 MINS)

2. EMERGENCY EVACUATION PROCEDURE (2 MINS)

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 (2 MINS)

4. URGENT BUSINESS AS AGREED BY THE CHAIR (2 MINS)

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

5. MINUTES OF PREVIOUS MEETING (Pages 7 - 16) (2 MINS)

To confirm and sign the minutes of the meeting held on 24 October 2018.

6. UPDATE FROM THE LEADER OF BATH & NORTH EAST SOMERSET COUNCIL - CLLR TIM WARREN (10 MINS)

7. UPDATE FROM CABINET MEMBERS (Pages 17 - 20) (30 MINS)

Cabinet Member for Finance and Efficiency – Cllr Charles Gerrish

- To include: Update on the Council's budget

Cabinet Member for Development and Neighbourhoods – Cllr Bob Goodman

- To include: Plastic Bag Free B&NES 2020

Cabinet Member for Transformation and Customer Services – Cllr Karen Warrington

- To include: Community Run Library

Cabinet Member for Economic and Community Regeneration – Cllr Paul Myers

- To include: Consultation Workshop feedback; notification to Parishes in respect of changes to Council services; Parish Charter Certificates; Review of Terms of Reference for Parish Liaison Meeting; Protocol to mark the death of a Senior National Public Figure or Local Holder of High Office

8. FIX MY STREET AND COUNCIL WEBSITE UPDATE (10 MINS)

To receive a presentation from James Green – Service Designer – IT Services.

9. ELECTIONS AND BOUNDARY CHANGES (30 MINS)

To receive a presentation from Maria Lucas, Director, Legal and Democratic Services and Aurora Loi, Electoral Services Manager.

10. RURAL TRANSPORT PARTNERSHIP UPDATE (40 MINS)

11. DATES OF FUTURE MEETINGS (5 MINS)

To consider the following potential meeting dates:

Weds 24 July 2019

Weds 16 or 30 October 2019

The Committee Administrator for this meeting is Marie Todd who can be contacted on 01225 394414.