

# Parish Liaison Meeting

**Date: Wednesday, 24th July, 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 Eleanor Jackson

**Group Leaders:** Councillor Robin Moss and Councillor Paul Myers

**Group Spokespersons:** Councillor Karen Walker

**Cabinet Members:** Councillor Dine Romero (Council Leader and Liberal Democrat Group Leader), Councillor Rob Appleyard (Cabinet Member for Adult Services), Councillor Tim Ball (Cabinet Member for Housing, Planning, and Economic Development), Councillor Neil Butters (Cabinet Member for Transport Services), Councillor Paul Crossley (Cabinet Member for Community Services), Councillor Kevin Guy (Cabinet Member for Children's Services), Councillor Richard Samuel (Deputy Council Leader and Cabinet Member for Resources), Councillor Sarah Warren (Cabinet Member for Climate Emergency and Neighbourhood Services), Councillor David Wood (Cabinet Member for Climate Emergency and Neighbourhood Services) and Councillor Joanna Wright (Cabinet Member for Transport Services)

**ALCA Representatives:** Councillors Dawn Drury, Kathryn Manchee, Martin Robinson and Janette Stephenson

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](http://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

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

**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](mailto:Democratic_Services@bathnes.gov.uk)

## Parish Liaison Meeting - Wednesday, 24th July, 2019

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 point is the grassed area at the end of Carpenter's Lane.

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 5 - 14)

To confirm the minutes of the meeting held on 6 March 2019.

6. UPDATE FROM THE COUNCIL LEADER AND CABINET MEMBERS (40 MINS)  
OF BATH AND NORTH EAST SOMERSET COUNCIL

The Cabinet for Bath and North East Somerset Council will provide a short briefing on their new Cabinet roles, responsibilities and priorities.

7. CLIMATE EMERGENCY (30 MINS)

To receive a presentation by Cabinet Member for Climate Emergency and Neighbourhood Services, Councillor Sarah Warren and Jane Wildblood, Corporate and Community Sustainability Manager. The presentation will include a response to the question raised by Ubley Parish Council regarding the Council's position on the Bristol Airport Expansion in light of the resolution made to declare a climate emergency.

8. RURAL TRANSPORT UPDATE *(20 MINS)*

This will be introduced by the Cabinet Member for Transport Services, Cllr Neil Butters and followed by an update from Cllrs David Orme (Dunkerton Parish Council) and Rosemary Naish (Clutton Parish Council) representing the newly formed Rural Transport Group.

9. IMPACT ON COMMUNITIES REGARDING UNREGULATED HOLIDAY LETS (AIR BNBS) *(15 MINS)*

Lisa Bartlett, Director of Development and Richard Stott, Team Manager for Planning and Enforcement will provide information about how the Council deals with unregulated holiday lets.

10. FIX MY STREET - BRIEFING NOTE

To note the update on the notifications on Fix my Street (report to follow).

11. DATE OF NEXT MEETING *(5 MINS)*

To note that the next meeting will take place on Wednesday 30 October 2019 at 6.30pm in the Community Space, Keynsham.

An invitation has been sent to the WECA Mayor to attend a future meeting.

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