

PARISH LIAISON MEETING

Minutes of the Meeting held

Wednesday, 24th July, 2019, 6.30 pm

Councillors: Councillor Andy Furse (Chair), Councillor Dine Romero (Cabinet Member), Councillor Rob Appleyard (Cabinet Member), Councillor Tim Ball (Cabinet Member), Councillor Neil Butters (Cabinet Member), Councillor Paul Crossley (Cabinet Member), Councillor Kevin Guy (Cabinet Member), Councillor Richard Samuel (Cabinet Member), Councillor Sarah Warren (Cabinet Member), Councillor David Wood (Cabinet Member), Councillor Joanna Wright (Cabinet Member), Councillor Sally Davis, Councillor Michael Evans, Councillor Matt McCabe, Councillor Alistair Singleton, Councillor Andy Wait, Councillor Karen Warrington and Councillor Ryan Wills

Parish Representatives: Councillor Dawn Drury (Chair of B&NES ALCA) and representatives of Batheaston PC, Camerton PC, Chew Valley PC, Clutton PC, Combe Hay PC, Compton Dando PC, Compton Martin PC, Dunkerton and Tunley PC, East Harptree PC, Englishcombe PC, Farmborough PC, Farrington Gurney PC, Freshford PC, High Littleton PC, Hinton Charterhouse PC, Keynsham TC, Midsomer Norton TC, Monkton Combe PC, North Stoke PC, Peasedown St John PC, Shoscombe PC, St Catherine PC, Stanton Drew PC, Ubley PC, Westfield PC and Whitchurch PC

Also in attendance: Lisa Bartlett (Director – Development), Mandy Bishop (Director – Environment Services), Dave Dixon (Community Engagement Manager), Sara Dixon (Locality Manager), Mark Hayward (Community Engagement Officer), Richard Stott (Team Manager for Planning and Enforcement), Alison Wells (Community Engagement Officer) and Jane Wildblood (Corporate and Community Sustainability Manager)

1 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting. He explained that Cllr Eleanor Jackson, Chair of B&NES Council, was unable to attend and that he would be chairing the meeting in his capacity as Vice Chair.

2 EMERGENCY EVACUATION PROCEDURE

The Democratic Services Officer advised the meeting of the emergency evacuation procedure.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Ashley Ayre – B&NES Council Chief Executive
Trudi Gilbank – Clerk to Farmborough Parish Council
Cllr James Honess – Westfield Parish Council
Cllr Eleanor Jackson – Chair of B&NES Council
Cllr Lisa O'Brian – B&NES Council
Cheryl Scott - Clerk to Keynsham Town Council

Susan Smith - Clerk to Compton Dando Parish Council
Cllr Dave Wood – B&NES Cabinet Member for Climate Emergency and
Neighbourhood Services
West Harptree Parish Council

4 URGENT BUSINESS AS AGREED BY THE CHAIR

There was no urgent business.

5 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 6 March 2019 were confirmed and signed as a correct record.

6 UPDATE FROM THE COUNCIL LEADER AND CABINET MEMBERS OF BATH AND NORTH EAST SOMERSET COUNCIL

The new Cabinet members introduced themselves and spoke about their portfolios.

(a) Cllr Dine Romero – Council Leader

Cllr Romero stated that she very much valued the relationship between B&NES Council and the Parish Councils and wanted to listen to their concerns and to engage with them in a constructive way. She had already met with the parish representatives from ALCA to set this agenda and the discussions had been very positive.

Cllr Romero said that the Council is also committed to improving community engagement for all citizens across the district, including exploring ways in which they might use citizens' panels or similar. The Area Forums will be convening in the near future and a review of the Bath City Forum is currently underway.

(b) Cllr Richard Samuel – Cabinet Member for Resources and Deputy Leader

Cllr Samuel explained that he had overall responsibility for finance, property, IT, customer services, revenues and benefits and various other corporate services. The current financial climate appeared to be bleak resulting in funding challenges for local authorities.

Current issues relating to this portfolio included:

- Fair Funding Review - the Government is currently carrying out a review but no proposals had been put forward as yet.
- Business Rate Retention Scheme – this had led to a loss of £3.5m for B&NES.
- Social Care Funding – this was still a challenge as 80% of Council Tax income is spent on adult and children's social care.
- Better Care Fund – there is currently no certainty around this funding after March 2020. Talks are ongoing and it is hoped that any outstanding issues will be resolved.

(c) Cllr Neil Butters and Joanna Wright – Cabinet Members for Transport Services

Cllr Butters explained that he held this role on a job share basis along with Cllr Joanna Wright. He informed the meeting that he had recently attended a special meeting of the Chew Valley Forum which had been held to discuss issues relating to roadworks and diversions in the area. This had been a positive meeting and a number of solutions had been identified including establishing some agreed diversion routes with parishes.

Cllr Wright stated that she had approached all B&NES Councillors to identify transport related issues in their areas. She is very committed to increasing walking and cycling in the area and to improving access to schools. If any parish representatives have any transport issues in their areas then she would be happy to visit them to discuss these.

(d) Cllr Kevin Guy – Cabinet Member for Children's Services

Cllr Guy explained that he has written to the Government to demand better funding for schools. The Council has already used some of its reserves for SEND (special educational needs and disability) provision. He is keen to find out any particular issues in the local area and to speak with parish representatives to hear their concerns.

(e) Cllr Tim Ball – Cabinet Member for Housing, Planning and Economic Development

Cllr Ball explained that he is responsible for planning, housing and development including the Joint Strategic Plan and the Local Plan. He is keen to provide more affordable housing in the area and, in particular, to ensure that carbon neutral housing is developed. He also has responsibility for economic development throughout the area.

(f) Cllr Paul Crossley – Cabinet Member for Community Services

Cllr Crossley outlined his areas of responsibility which cover mainly non-statutory services. He acknowledged that a reduction in the Council's grass cutting schemes has caused issues in parished areas. However, consideration has to be given to both cost saving and environmental/wildlife concerns. He is currently working with the Council's Parks and Open Spaces team on plans for the forthcoming year and acknowledged that there are some areas where grass needs to be cut.

He also has responsibility for Bereavement Services - a competitive industry but a crucial service.

Parks is another important area of responsibility and he is keen to hear ideas for new ways to generate income for this service.

Heritage is another part of this portfolio which includes assets throughout the whole of Bath and North East Somerset. Cllr Crossley asked parishes to let

him know if there are any heritage assets in their areas that are not being maintained.

(g) Cllr Rob Appleyard – Cabinet Member for Adult Services

Cllr Appleyard explained that he is responsible for adult services, safeguarding and public health – services which are largely statutory. The safeguarding element includes community safety. He is also responsible for the collaboration between the Council, B&NES CCG (Clinical Commissioning Group) and the RUH (Royal United Hospital). The CCG is being reorganised with three being merged (B&NES, Swindon and Wiltshire). He is a RUH governor which involves monitoring the hospital's performance. Key themes for his portfolio are autism and dementia.

(h) Cllr Sarah Warren – Cabinet Member for Climate Emergency and Neighbourhood Services

Cllr Warren explained that she held this role on a job share basis along with Cllr David Wood. She is leading on the clean air zone proposals to ensure that legal levels are reached by 2021. Non-compliant HGVs, buses, taxis and vans will be charged to enter the zone. Any businesses or charities that will be impacted need to get in touch. There will be some financial assistance from Central Government and the Council will publish its full business case shortly.

B&NES is one of the Local Authorities that has declared a climate emergency and will work towards becoming carbon neutral by 2030. The Council has also objected to the Bristol Airport expansion on environmental grounds. The West of England Combined Authority has also now declared a climate emergency.

The Cabinet Members then responded to questions as follows:

- Cllr Ron Hopkins from Westfield Parish Council raised concerns regarding the lack of grass cutting in some areas, particularly in housing estates built in the 1970s and 1980s which have large communal grassed areas. The grass in some locations is 2-3 feet high and residents have been told they are not permitted to cut it themselves as they are not insured. In some areas the Council have said they were not responsible for cutting grass despite having maintained it for 27 years. He requested a meeting to discuss the Council's grass cutting objectives.
- Batheaston Parish Council requested that B&NES Council make it clear which grass will be cut and which areas will not so that residents are aware.
- Cllr Crossley explained that the Council is no longer cutting the grass on land it does not own, including land owned by Curo. In some areas residents have asked if they can purchase the areas of land no longer being maintained by the Council which is being explored.
- Councillor Warren pointed out that climate change is also an issue which had to be taken into account when considering whether or not to cut grass in certain locations.

- Cllr Romero noted that it is important to manage expectations and stated that the concerns raised at the meeting would be looked into.

7 CLIMATE EMERGENCY

Jane Wildblood, Corporate and Community Sustainability Manager, gave a presentation regarding climate change. The following issues were covered in the presentation:

- The IPCC Report 2018 – this identified a need for a 45% cut in CO2 emissions by 2030 to get back on track and to avoid a potential temperature increase of 3 degrees or more which would be catastrophic.
- At its meeting on 14 March 2019 B&NES Council declared a Climate Emergency. The Council will identify work that can be carried out across all Council functions to reduce emissions and to enable a carbon neutral B&NES by 2030. The Council also opposed the expansion of Bristol Airport.
- An action plan will now be prepared for consideration at the October Council meeting.
- The domestic sector is the largest producer of emissions at 38%. The challenges include older housing stock; oil fuelled heating and retro fitting listed properties.
- There are actions that could be taken to improve the situation such as considering what we eat, what we buy and how much we fly. Also how land is managed and how much tree cover we have in the UK.
- B&NES will build on the action plan year on year and a new Cabinet member role has been created with responsibility for Climate Emergency and Neighbourhood Services. New ideas are coming forward and plans are being considered to create a citizens' engagement programme to take this forward.
- Two parishes have already declared a Climate Emergency and if others wish to also consider doing this then Jane Wildblood has details of the wording that could be used and can assist with this process. Parishes have an important role to play and some may wish to consider the use of wind power for example.

Ubley Parish Council raised the issue of the Bristol Airport expansion. There is already a Parish Council's Airport Association (PCAA). There are significant issues in North Somerset with the airport expansion. It was pointed out that only 12% of people flying from Bristol Airport use public transport whereas at Gatwick it is 60%. Better public transport links are required.

Cllr Karen Warrington explained that the Chew Valley area is opposed to the airport expansion both for climate change and transport reasons. Expansion would cause a knock on effect to daily life in rural villages.

Keynsham Town Council explained that the application for expansion included a proposal to include more airport care parking in the Green Belt. The parishes were asked to support the PCAA in opposing it.

Cllr Wait noted that people could pay a surcharge to offset the emissions caused by travel. However, Jane Wildblood urged caution with regard to carbon offsetting as it does not reduce carbon going in the atmosphere - a systematic change is needed.

She said that the report to Council will set out what can be done at a local level to help and also what individuals can do.

A copy of the presentation slides is attached as *Appendix 1* to these minutes.

8 RURAL TRANSPORT UPDATE

Cllr Neil Butters introduced the item and noted that the Rural Transport Group had been set up to identify the needs of local people regarding transport in their areas. He informed the meeting that options for improved public transport to Bristol Airport are being considered. It was also important to encourage people to use their cars less frequently; however, he noted that the economics of rural transport is difficult. It is important to carry out research to consider ways in which rural buses could be better used.

Cllr Rosemary Naish from Clutton Parish Council was a member of the Rural Transport Group and noted that this had been set up due to concerns in rural areas. The Group is currently carrying out a survey and it is hoped that some useful information could be gained from the results. The current operating model is unsustainable.

Cllr David Orme also gave an update on the work of the group. There were seven objectives covering the short, medium and long term.

Cllr Dawn Drury noted that it is important to get more areas involved and informed the parishes that membership of the group was open to all. Westfield Parish Council stated that all parishes in the B&NES area should be invited by letter to attend the group.

Cllr Butters confirmed that he would continue to lobby for the continuation of rail electrification onwards from Chippenham. He informed the meeting that hydrogen trains could be an option for the future and also explained that there were plans to increase the amount of rail services to and from Keynsham. Cllr Romero confirmed that the Council is still pursuing the idea of opening a station at Saltford.

It is important for the West of England Combined Authority to consider an integrated transport system for the entire area.

Cllr Romero informed Parishes that the WECA bus strategy would be available for consultation and this will be made available to all Parish Councils.

A copy of the presentation slides and documents referred to in the presentation are attached as *Appendices 2- 5* to these minutes.

9 IMPACT ON COMMUNITIES REGARDING UNREGULATED HOLIDAY LETS (AIR BNBS)

Richard Stott, Team Manager, Planning and Enforcement gave a presentation regarding the impact of unregulated holiday lets (Airbnbs) on communities.

The following issues were covered in the presentation:

- Last year a B&NES Overview and Scrutiny Committee considered the impact of Airbnbs – the review had covered primarily the Bath city area.
- It was important to have some control over these properties but there was no requirement for a change of use as the use class remained the same. The Council has lobbied Central Government on this issue.
- The Airbnb scheme had started as a way for people to rent spare rooms in their homes but this had now developed into full house rentals.
- The Council relies on intelligence from local residents to identify any properties that are causing particular problems.
- If properties were licensed then the Council would have access to a database to identify holiday lets.
- To take action the Council needs evidence from residents making complaints of persistent disturbance to prove there is impact on the community.
- In London there is a 90 day rule meaning that people can only rent out their properties for 90 days within a 12 month period. However, this would mean a property could still be rented out for 45 weekends over a year which would not solve the problems being encountered in the Bath area.
- There has been a test case this year in relation to a nuisance property in Bath where there had been a great deal of disturbance for local residents. The enforcement action taken had been upheld on appeal. If the Council has the necessary evidence then action will be taken. The Council is keen to identify whether there are any problems in other areas outside of the Bath urban area.

Cllr Dawn Drury stated that there is evidence of similar problems in rural areas. She is aware of one 10 bedroomed property being used for hen parties in a small village with no facilities.

Cllr Matt McCabe stated that there are three such houses in Claverton and also a party house for 12 in Hinton Charterhouse.

Cllr Rob Appleyard queried how these houses could be identified and noted that it would be helpful if there could be legislation around insurance requirements which would enable a database to be created. There may be a covenant on social housing properties which prevents these becoming Airbnb properties following right to buy.

Richard commented that a register of providers could also be a way forward but this needed to be considered in the light of GDPR legislation as a valid reason is needed to hold this information.

It was noted that in rural areas the use of such properties could double the population and cause traffic and parking problems. Evidence gathering is vital and the Council has a log-sheet which could be used by residents if required.

A copy of the log-sheet is attached as *Appendix 6* to these minutes.

An update on the Fix my Street system was circulated with the agenda papers. If anyone is interested in taking part in user research or would like to know more about the project then please contact James Green, Service Designer by emailing james_green@bathnes.gov.uk

The feedback part of the system is still not recording issues accurately as matters are often logged as being completed when the work has not actually been carried out. Mandy Bishop, Director of Environment Services, explained that this issue is being addressed and needs to link to service standards. Highways Inspectors are being retrained on the system and a User Group is also being created.

11 DATE OF NEXT MEETING

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

The meeting ended at 8.40 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

Responding to the Climate Emergency

Parish Liaison Committee Briefing July 2019



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Outcomes driven

Bath & North East
Somerset Council

The IPCC Report 2018

- Need to reduce CO2 by 100% by 2050 to limit warming to **1.5°C**
- Currently off-track and heading for **3°C +** – catastrophic
- Hence need **45% cut** by **2030** to get back on track
- **But, faster, sooner, will be better**



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The Protests



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Somerset Council



The B&NES Resolution, 14 March 2019

- Declare a **Climate Emergency**
- Provide **leadership** to enable carbon neutral B&NES by **2030**
- Sign up to the UK100 Clean Energy Pledge (100% clean energy by 2030)
- Enable **citizen engagement**
- **Oppose** expansion of Bristol Airport



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Outcomes driven

- Identify work across **all council functions**
- Work with **WECA** to ensure ambitious WoE Energy Strategy
- Develop an **action plan** & report to Council in **October** (and report annually thereafter)



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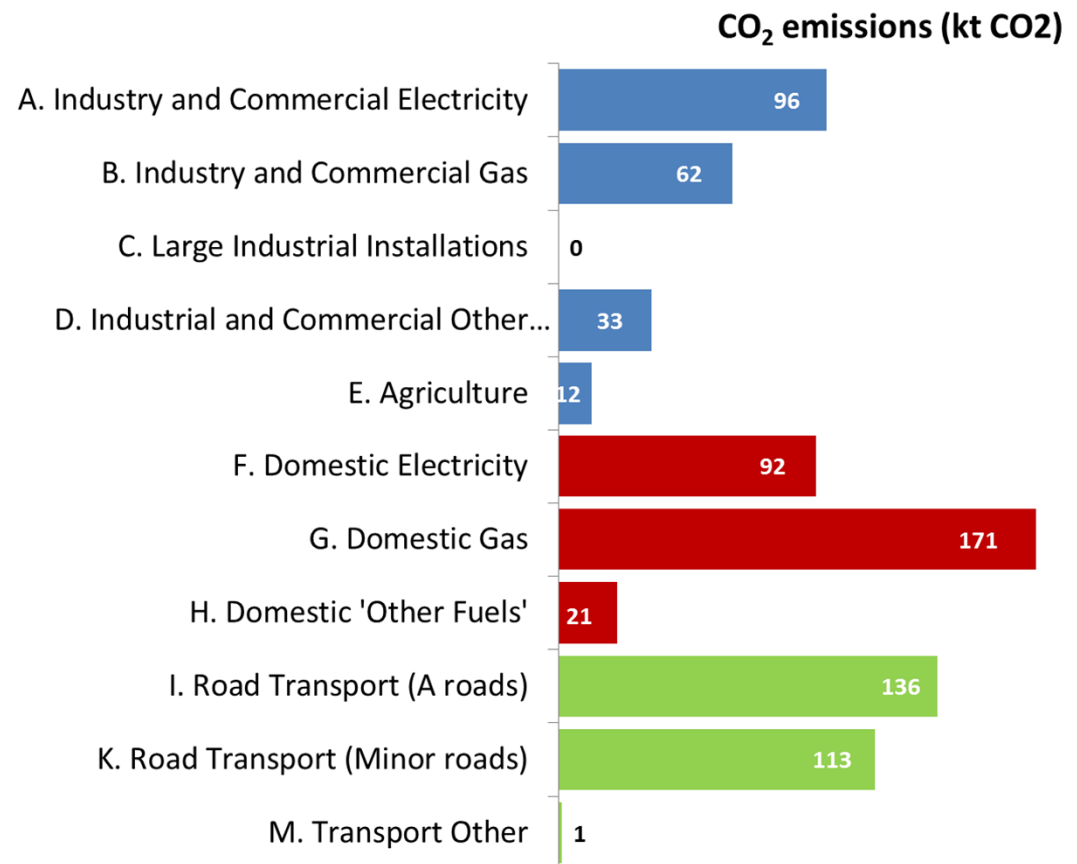
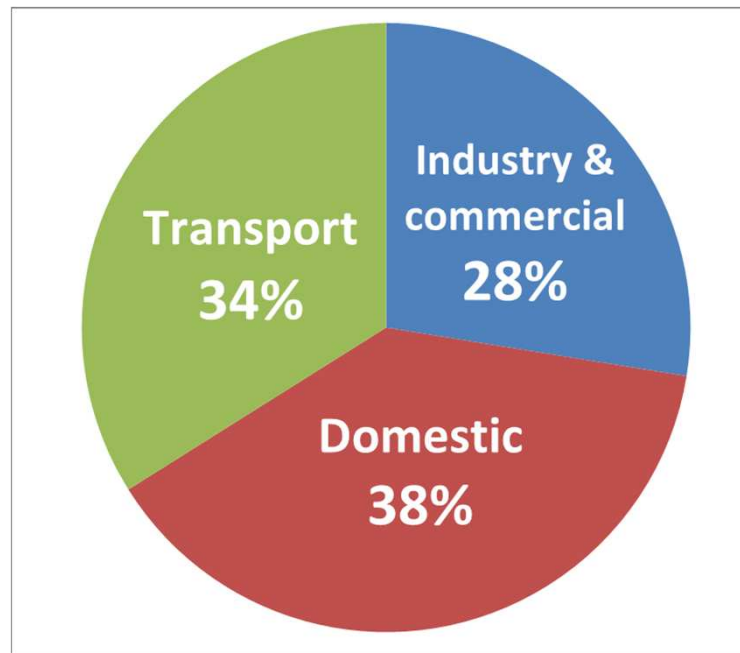
Curious

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Outcomes driven

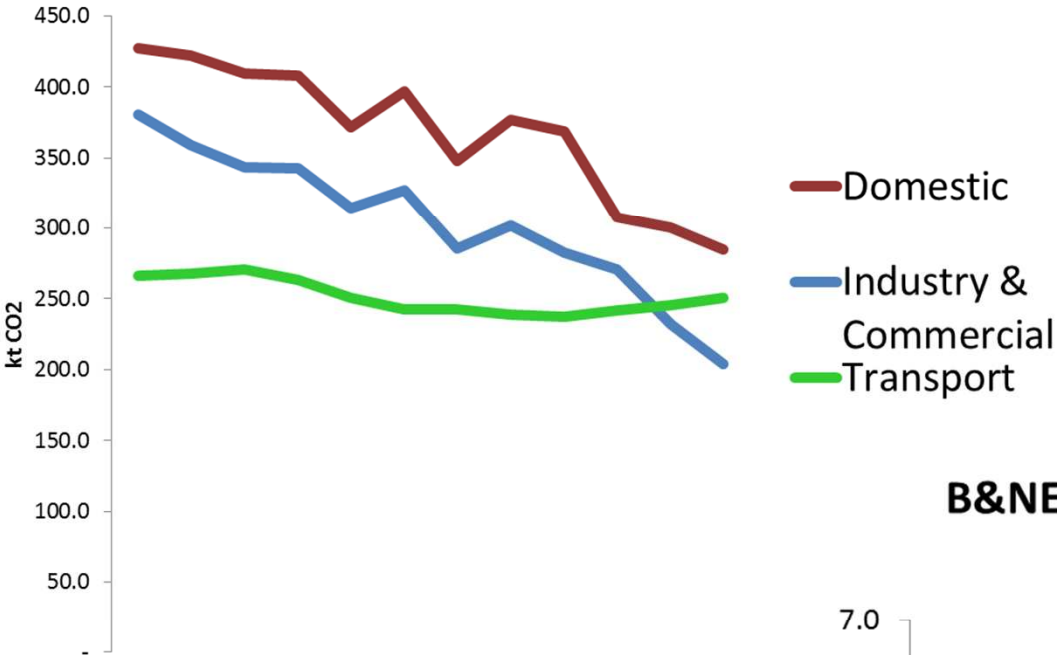
**Bath & North East
Somerset Council**

B&NES 2016 CO₂ emissions by sector

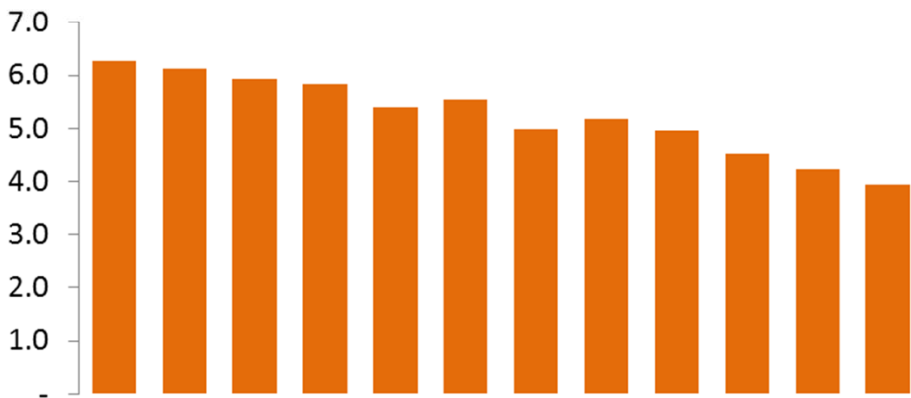


Source: UK local authority & regional carbon dioxide emissions national statistics: 2005 to 2016. www.gov.uk

B&NES area carbon emissions by sector - 2005 - 2016



B&NES area per capita emissions (t) 2005 - 2016



B&NES LA area data
 Source: UK local authority & regional
 carbon dioxide emissions national
 statistics: 2005 to 2016. www.gov.uk

Carbon beyond energy

We are also responsible for '**outsourced**' carbon emissions from:

- What we **buy**
- What we **eat**
- How much we **fly**

And for **carbon sinks (absorption)**:

- How **land** is managed
- How much **tree cover** we have



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B&NES Action Planning

- More detailed **carbon foot-printing**
- **Pathways** to carbon neutrality 2030
- **WoE Energy Study** action for B&NES
- **Priorities & first actions** – across the community, **WECA** and **central government**
- **Citizen** carbon foot-prints and **actions**



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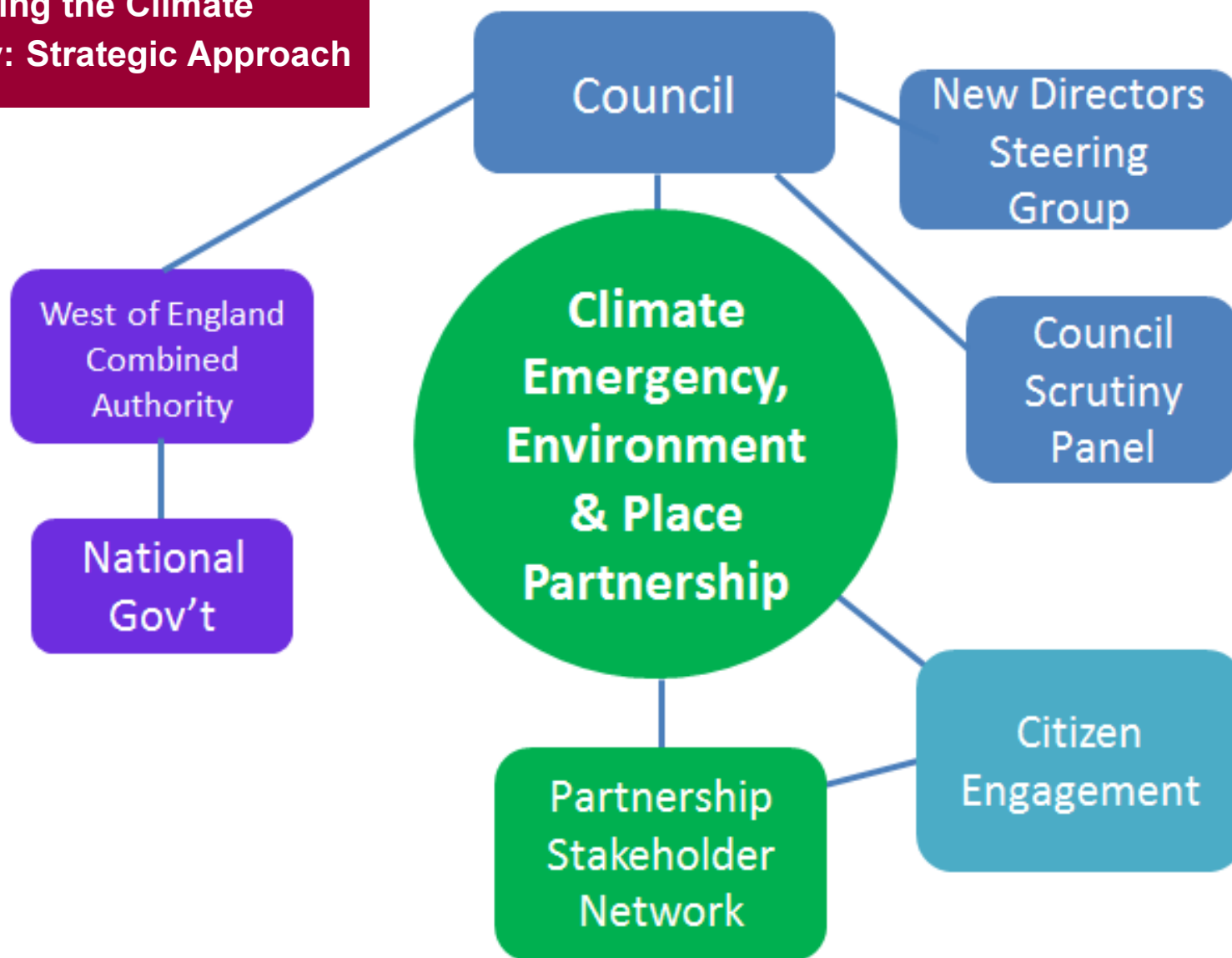


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**Tackling the Climate
Emergency: Strategic Approach**



Bath and North East Somerset – *The place to live, work and visit*

Timetable

- **31 July 2019** - First stage research complete
- **August and September 2019** – Develop and draft progress report
- **September 2019** - launch of new Climate Emergency Partnership
- **10 October 2019** – Full Council – first Climate Emergency report
- **October 2019 to March 2020** – possible Citizen Assembly
- **February 2020** – Full budget-setting Council



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Support for Parish Councils

- **Freshford have declared a Climate Emergency**
- **Others are thinking about it**
- **We can support you if your parish is interested, including a template (in development)**



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Programme of Work for the Group

David Orme

OBJECTIVE	OUTCOME	PROPOSED ACTION(S)	ACTION BY (and Lead)	TARGET DATE
The Group is to develop a coherent, effective and visible Group structure to define the bounds of its extent and competence	The Group will own and publish a BANES Rural Transport Action Plan to address rural transport issues across BANES. The plan will draw together all the existing strands of un-coordinated activity relating to the solution of rural transport issues and the development of strategies for the future	Create Draft Action Plan and send to stakeholders for comment	RTG	Done
The Group is to drive a review of extant and emerging rural transport strategies to determine their status, credibility and coherence across BANES (and on into WECA)	The status of the extant rural transport strategies (eg for the Somer and Chew Valleys) will be clarified, and they will through the Group's published action plan be visibly forced into convergence with the emerging WECA JLTP4	1. Confirm the status of the published Chew Valley and Somer Valley Transport Strategies 2. Initiate an update accordingly, ensuring that any update clearly connects to the emerging WECA JLTP4 3. Consider the need for a new, separate, Cam Valley Transport Strategy 4. Co-ordinate BANES' input on all rural transport issues to the development of the WECA JLTP4	1. BANES (Transportation Planning Team?) 2. Chew Valley, Somer Valley and Cam Valley Forums 3. Cam Valley Forum, with BANES 4. RTPG(to work with Parish Councils via the Forums in doing so)	Meeting scheduled 2 July

<p>The Group is to work with the Parishes to determine the demand for rural transport services</p>	<p>There will be a better collective understanding of the demand for rural transport services – thereby a better understanding of how “Value for Money” might best be determined</p>	<p>1. Customer Demand Survey</p> <p>2. Formalise BANES recent assurance (from Andy Strong) that in decisions about levels of bus subsidies the impact on communities will in future be taken into account: how will VFM be defined?</p>	<p>1. Parishes (as discussed at Timsbury 26 Feb meeting)</p> <p>2. RTG</p>	<p>1. In progress now</p> <p>2. Meeting scheduled 29 July</p>
<p>The Group is to consider and test the effectiveness and affordability of a mix of rural transport solutions</p>	<p>There will be an understanding and informed commitment to the future delivery of an effective mix of rural transport solutions as discussed at the April 18 Timsbury Workshop:</p> <ul style="list-style-type: none"> - Commercial Bus Services - Community Transport Solutions - Car Sharing 	<p>1. Continue existing discussions about 179/172 services</p> <p>2. Determine options for the future co-ordination of community transport solutions, including Rosemary Naish’s initiative</p> <p>3. Determine stakeholders views on the effectiveness and opportunities for car sharing</p>	<p>1. As discussed at Timsbury meeting 26 Feb and as updated by Clive Turner 3 Apr.</p> <p>2. RTG to review https://www.bathnes.gov.uk/services/parking-and-travel/community-transport/list-schemes (inc BANES Home to School service)</p> <p>3. RTPG – find out (via the Forums) where in BANES people or communities currently use car sharing services/clubs/apps. Is this seen as being different to a “Community Transport” service?</p>	<p>1. Nov 19</p> <p>2. TBA Next Meeting</p> <p>3. Next Meeting</p>

<p>The Group is to ensure the Parishes and their residents are aware of all providers of Community transport solutions and what they offer</p>	<p>There will be a new communications plan owned and driven by the parishes to educate, inform and update residents across BANES rural areas about the availability of community transport services</p>	<p>1. Clarify who is providing what, when, to whom and why</p> <p>2. Ensure rural residents know</p>	<p>1. RTG</p> <p>2. RTG to help Forums and Parish Councils provide effective communication, education and advice to rural communities as appropriate (TBA)</p>	<p>1. Website and Facebook done, discussion at next meeting</p> <p>2. To follow on</p>
<p>The Group is to develop a capability to manage the impact of planned, or anticipated, community action or campaigning</p>	<p>There will be a proactive engagement with the Forums and the Parishes to identify issues likely to lead to community action or campaigning of any sort, and a collective response will be agreed to maximise the beneficial effects of such action whilst minimising any adverse effects</p>	<p>RTG to develop appropriate communications and links to Parish Councils via Forums to create an awareness of current, anticipated and potential rural transport issues that might result in campaigning</p>	<p>RTG</p>	<p>For review at next meeting</p>
<p>The Group will seek out lessons to be learned from successful integration of rural transport services elsewhere</p>	<p>Time, money and effort will be saved in the adoption of best practice across BANES</p>	<p>Ask key stakeholders if they know of successful schemes elsewhere, and determine the best way to understand the factors behind any perceived success</p>	<p>RTG</p> <p>- Lincoln?</p> <p>- Recent press coverage of car sharing scheme in Somerset:</p> <p>http://www.combwich.org.uk/community/otter-wheels/</p>	<p>Meeting scheduled 29 July</p>

B&NES RURAL TRANSPORT GROUP - PROGRESS REPORT 2.1 AS AT 23 Jul 19

OBJECTIVE 1 The Group is to develop a coherent, effective and visible Group structure to define the bounds of its intent and competence	
OUTCOME The Group will own and publish a BANES Rural Transport Action Plan to address rural transport issues across BANES. The plan will draw together all the existing strands of un-coordinated activity relating to the solution of rural transport issues and the development of strategies for the future	
ACTION Create Draft Action Plan and send to stakeholders for comment	LEAD Management Committee
	TARGET DATE 29 Jul 19 (as below)
PROGRESS REPORT	DATE
<p>1. <u>Membership of the Full RTG.</u> Following the meeting on the 10th 2 questions had arisen about the membership of the full RTG:</p> <p>a. A letter from the MD of Citistar had been published in The Journal expressing disappointment that the company was being excluded from the Group. This was not the case, and it was first thought that Citibus should be invited on to the RTG. However, it was decided that (to ensure no other stakeholders were inadvertently missed) David Orme would engage with B&NES to determine which companies were involved in tendering for rural bus services and therefore might be invited on to the RTG in accordance with the Constitution.</p> <p>Update: Meeting arranged with Cllr Butters for 29 Jul 19.</p> <p>b. Rosemary Naish and David Orme had attended an "Off the Record" youth event in the Guildhall on the 17th June. They heard that representatives of the Youth Parliament were in conversation with First and others about transport services and ticket pricing. It was agreed that it would be mutually beneficial to ensure we were working together on such issues and to invite a Youth Representative on to the Full RTG. David Orme would maintain contact with Niall Bowen in the first instance.</p> <p>Update: Done, no further action required at the moment</p>	<p>Action opened: 18 Jun 19</p> <p>18 Jul 19</p> <p>Action opened: 18 Jun 19</p> <p>Action closed TFN: 18 Jul 19</p>
<p>2. <u>RTG Finance.</u> It was recognised that costs would be incurred for room hire for RTG meetings, for creation and support of a website and the survey (see action below.) To enable appropriate financial management it was proposed by Rosemary Naish and seconded by Sarah Williams that:</p> <p>a. The Group open a bank account with Metrobank.</p> <p>b. The signatories for the bank account should be Sarah Williams, David Collett and David Orme.</p> <p>c. Rosemary Naish would contact Parish Councils seeking a</p>	<p>Action opened: 18 Jun 19</p>

<p>s137 grant of £200 from each to “prime the pump”. Any cash remaining when the RTG wound up would be returned to PCs.</p> <p>Update: action open, in hand with Rosemary</p> <p>3. <u>Adoption of an RTG Action Plan.</u> The draft action plan, presented to the full RTG meeting on 10 June, was adopted by the Management Committee as v1.0 dated 18 Jun 19. The plan is attached to these minutes and comments are and will be welcome.</p> <p>Update: no further comments received but always welcome – progress against the action plan will be reviewed and reported monthly TFN</p>	<p>18 Jul 19</p> <p>Action opened: 18 Jun 19</p> <p>Report v2.0 18 Jul 19</p>
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<p>OBJECTIVE 2 The Group is to drive a review of extant and emerging rural transport strategies to determine their status, credibility and coherence across BANES (and on into WECA)</p>	
<p>OUTCOME The status of the extant rural transport strategies (eg for the Somer and Chew Valleys) will be clarified, and they will through the Group’s published action plan be visibly forced into convergence with the emerging WECA JLTP4</p>	
<p>ACTION 1. Confirm the status of the published Chew Valley and Somer Valley Transport Strategies</p>	<p>LEAD Programme Mgr</p>
	<p>TARGET DATE To be agreed with B&NES before the next MC meeting</p>
<p>PROGRESS REPORT</p>	<p>DATE</p>
<p>David Orme took an action to contact B&NES to determine how the status of extant B&NES Somer Valley and Chew Valley transport strategies might best be confirmed.</p> <p>https://www.bathnes.gov.uk/services/parking-and-travel/transport-plans-and-policies</p> <p>Update: meeting arranged with Cllr Butters 29 July to explore the way forward</p>	<p>Action opened: 18 Jun 19</p> <p>18 Jul 19</p>

<p>ACTION 2. Initiate an update accordingly, ensuring that any update clearly connects to the emerging WECA JLTP4</p>	<p>LEAD To be confirmed by the Action above</p>
	<p>TARGET DATE To be agreed with B&NES before the next MC meeting</p>
<p>PROGRESS REPORT</p>	<p>DATE</p>
<p>This action is wholly dependent on the outcome of the action above. We await B&NES advice and direction accordingly. Going</p>	<p>Action opened: 18 Jun 19</p>

forward there must be a hard, overt and clear linkage between the B&NES and WECA strategies relating to rural transport services.	
Update: as per action above, awaiting the outcome of the meeting with Cllr Butters 29 July.	18 Jul 19

ACTION 3. Consider the need for a new, separate, Cam Valley Transport Strategy	LEAD Programme Mgr – going to the Cam Valley Forum
	TARGET DATE At next meeting of the Cam Valley Forum unless overtaken by B&NES direction following the action above
PROGRESS REPORT	DATE
This is related to the action above. Is there a need for a new, separate, transport strategy for the Cam Valley? Comment to be sought from the Cam Valley Forum.	Action opened: 18 Jun 19
Update: Next Cam Valley Forum meeting scheduled for 18 Sep 19.	18 Jul 19

ACTION 4. Co-ordinate BANES' input on all rural transport issues to the development of the WECA JLTP4	LEAD To be confirmed with B&NES
	TARGET DATE By the next RTG MC Meeting
PROGRESS REPORT	DATE
This is dependent on the outcome of the related actions above. We await B&NES clarification and direction as to the way forward. No-one seems very sure or clear about how the WECA bus strategy is being developed – particularly as it does, or does not, outline the way future rural transport services across B&NES will be created and funded to satisfy the demand for them.	Action opened: 18 Jun 19
Update: As above, awaiting the outcome of the meeting with Cllr Butters 29 Jul.	18 Jul 19

OBJECTIVE 3	
The Group is to work with the Parishes to determine the demand for rural transport services	
OUTCOME	
There will be a better collective understanding of the demand for rural transport services – thereby a better understanding of how “Value for Money” might best be determined	
ACTION	LEAD

1. Customer Demand Survey	Rosemary Naish
	TARGET DATE Second Week in July
PROGRESS REPORT	DATE
<p>A draft customer survey had been tabled and was discussed. Rosemary Naish would update the draft accordingly and keep the Management Committee informed.</p> <p>To maintain progress, Rosemary offered to fund the printing of a hard copy of the survey for distribution on the condition she could reclaim costs from the RTG bank account when it had been set up and funds were available. The survey would also be made available on SurveyMonkey.</p> <p>Update: Survey is available for completion online, was printed by 7 July and is now being distributed in hard copy. Returns requested by 31 July.</p> <p>Note: Andy Strong has reported frustration and inconvenience that has been caused by the covering text to the survey which states that the 179 service will be replaced from November this year by “some sort of minibus.” Apologies for any confusion caused by this: I had the opportunity to discuss with Rosemary omitting this text out but I missed it. To clarify: the best advice about the developments in the planning for the 179 is as provided by Andy dated 27 June and reported below under Objective 4 Action 1 below.</p>	<p>Action opened: 18 Jun 19</p> <p>18 Jul 19</p>

ACTION 2. Formalise B&NES recent assurance that in decisions about levels of bus subsidies the impact on communities will in future be taken into account: how will VFM be defined?	LEAD Programme Mgr to engage with B&NES
	TARGET DATE By next MC Meeting
PROGRESS REPORT	DATE
<p>There needs to be a better, collective understanding about the criteria used to determine the level of subsidy allocated by B&NES to keep some bus services (such as the 179) going.</p> <p>There needs to be a better and collective understanding about the perceived “Value for Money” associated with these decisions:</p> <ul style="list-style-type: none"> a. The commercial value - as seen by bus operators b. The strategic value – as seen by B&NES; how far the allocation of subsidies enables achievement of the authority’s strategic objectives (for example how far support to a rural bus service is a means to deliver effective 	<p>Action opened: 18 Jun 19</p>

<p>B&NES action in response to its declaration of a Climate Emergency. Also this must refer to the emerging WECA bus strategy)</p> <p>c. Customer Value - as seen by the customer. Whether the provision of bus services meets the identified demand.</p> <p>The current measure of cost per passenger per service doesn't seem to measure any of these ideas of "Value". It just measures some metric related purely to cost. Specifically, we need to understand how this discussion with B&NES will be managed in time to inform key decisions about the 179.</p> <p>Update: refer to Andy's latest info at Objective 4 below on the planning for the future of the 179, in which he confirms "the award of a new contract will be considered during July. The assessment will not be focussed purely on financial considerations."</p>	18 Jul 19
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OBJECTIVE 4 The Group is to consider and test the effectiveness and affordability of a mix of rural transport solutions	
OUTCOME There will be an understanding and informed commitment to the future delivery of an effective mix of rural transport solutions as discussed at the April 18 Timsbury Workshop: <ul style="list-style-type: none"> - Commercial Bus Services - Community Transport Solutions - Car Sharing 	
ACTION 1. Continue existing discussions about 179/172 services	LEAD Clive Turner & Damien Valentine
	TARGET DATE To be confirmed – see below
PROGRESS REPORT	DATE
<p>It was agreed that Clive Turner and Damien Valentine should lead on this action for the RTG. It was hoped and intended that the discussions would be informed by the results of the survey as they came available.</p> <p><u>179 Bus Service. Update No. 2 from Clive Turner</u></p> <p>Whilst many of you have probably been wondering what's happening to the 179 service, since our last update in April, there has been much going on behind the scenes; let me update you.</p> <p>Damien Valentine and I got the discussions with First Bus and BANES to a point in mid-May where all key players were prepared to sit around a table and seek the best solution for all concerned.</p>	<p>Action opened: 18 Jun 19</p> <p>20 Jun 19 (and posted on social media)</p>

Having got things that far and because time was of the essence due to regulatory requirements, rather than replicate possible actions being taken by other groups, Damien and I decided to pass the baton to the relevant forum (Cam Valley Transport Solutions Group CVTSG) to make that meeting happen. Unfortunately, due to other background developments, it seemed to have slipped through the cracks and was not actioned.

Since then the CVTSG has been absorbed into the newly formed BANES Rural Transport Group (BRTG) which will be looking at the wider picture of all types of public transport options for the BANES Rural Communities not just the 179 service. You will be hearing more from them in the very near future.

However, In order to maintain the momentum which has been built up for the 179 service over the last 7 months, Damien and I have been invited by the BRTG to again pick up the 179 baton to ensure that no stone is left unturned in order to get the best possible service we can for those served along the 179 route; we have accepted.

The situation now is that BANES have issued and received tenders for the current 179 service plus a couple of slight variants.

First Bus have agreed to keep the current 179 service running **but only until early November 2019**. This at least gives us a breathing space to get the best deal within the regulatory timelines (remind you of anything?)

SO WHAT HAPPENS NOW?

Our next steps are as follows:

1. Establish exactly what BANES is planning regarding the tenders already issued and bids received.
2. First Bus are still interested in the Bath - Wells Express idea (which could possibly run 7 days a week with evening provision as well) so in keeping with regulatory practices we need to persuade BANES to issue a Bath - Wells Express tender inviting First and any other providers to respond.
3. All tender responses can then be considered in the round. This will obviously dictate our next course of action.
4. The outcomes of any resulting meetings with BANES, providers and us will influence the complementary public transport provisions now being explored by the BRTG.
5. Whilst all this is going on, Damien and I will be making sure that everyone who needs to be made aware of what we are trying to achieve is kept involved / informed.
6. We will also be gathering lots of key 179 service information; that's where you can help, but I'll let Damien deal with that separately.

<p><u>Update to Ward Cllrs and PCs (direct) from Andy Strong</u></p> <p>You may be aware that the arrangements we set up to rescue bus service 179 at short notice last autumn – when First Bus notified us they would no longer run it on a commercial basis – are due to end on 31 August 2019. Bus 179 runs from Midsomer Norton (Tesco) to Bath via Paulton, High Littleton, Farmborough, Timsbury and Tunley.</p> <p>We've produced the Enclosed update to explain where we are and what we're doing to try and secure the service into the future. In the short term, we have negotiated an extension to the current contract with First Bus until 9 November 2019, so the current timetable will run until then. Our Cabinet Member for Transport hopes to be able to award a new contract to follow on from that date but we need to carry out another quick procurement exercise before a decision can be considered.</p> <p>Tender prices for bus service contracts have gone up substantially this year – for a variety of reasons we've been told – and this has increased the pressure on our budget.</p> <p>Despite that, we recognise the social value of this service to the communities along the route and the role it can play in helping to meet the challenges we are facing. Please be reassured that we are trying to find a sustainable and affordable solution. I am optimistic that we will be able to retain a basic level of service on the 179.</p>	<p>27 Jun 19</p>
<p><u>UPDATE No 3 from Clive Turner</u></p> <p>On behalf of the recently formed BANES Rural Transport Group (BRTG) Damien Valentine and I recently met with Andy Strong to discuss all matters relating to the 179 Bus. You may have seen a statement recently issued by Andy Strong providing some details. Below are the key issues with some additional information.</p> <p>Subject to all the various necessary council approvals, (expected by mid-August latest) we should have a 179 bus service at least until the end of August 2020.</p> <p>That service, combined with rescheduled 768 service should provide an improved weekday service, for most people.</p> <p>It will also enable 179 users to go to Midsomer Norton</p> <p>There will be interchangeability of provider ticketing</p> <p>Development of interest in the 179 Bath to Wells Express (in its various options) continues. More of that in the next update.</p>	<p>11 Jul 19 (and posted on social media)</p>

<p>The long awaited West of England Combined Authority Bus Strategy will be key to ALL future public transport in our area. Public consultation on that is expected in late 2019. There is no certainty of additional funding to support vital bus services for rural areas, so we may have to lobby hard to achieve that.</p> <p>A National Public Transport Bus Strategy is being eagerly sought and various lobbies are already making that known to government.</p> <p>We've come a long way, but there is still much to do if we want a bus service that meets our needs and gives a realistic alternative to the car. With your support the SAVE THE 179 BUS CAMPAIGN continues.</p>	
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ACTION	LEAD
2. Determine options for the future co-ordination of community transport solutions, including Rosemary Naish's initiative	Management Committee
	TARGET DATE
	Review at next MC Meeting
PROGRESS REPORT	DATE
https://www.bathnes.gov.uk/services/parking-and-travel/community-transport	Action opened: 18 Jun 19
<p>Is the B&NES website (above) adequate? Is it comprehensive? Do parishes know about, and encourage use of, these services? How could such services be better integrated with arterial/regular bus services?</p> <p>There was some discussion about these issues. Further discussion is required and will be informed by the options for the 179 replacement and how WECA and/or B&NES clarify their strategic view(s) of the provision of "community transport".</p> <p>Update: no significant progress – for discussion at next RTG MC meeting</p>	18 Jul 19

ACTION	LEAD
3. Determine stakeholders views on the effectiveness and opportunities for car sharing	Programme Mgr
	TARGET DATE
	TBC – Update at next MC

	Meeting
PROGRESS REPORT	DATE
<p>At the April 18 meeting, it was agreed that car sharing schemes could be exploited to provide a part solution to the need for rural transport services.</p> <p>There was a need to find out whether any such scheme was in use in rural B&NES and, if so, for the RTG to consider how best to evaluate their/its success and portability to other rural areas across B&NES.</p> <p>Update: no significant progress – before the parishes liaison meeting on 24 July I will ask the parishes to flag up any known schemes</p>	<p>Action opened: 18 Jun 19</p> <p>18 Jul 19</p>

OBJECTIVE 5 The Group is to ensure the Parishes and their residents are aware of all providers of Community Transport solutions and what they offer	
OUTCOME There will be a new communications plan owned and driven by the parishes to educate, inform and update residents across BANES rural areas about the availability of community transport services	
ACTION 1. Clarify who is providing what, when, to whom and why	LEAD Management Committee
	TARGET DATE Review at next MC Meeting
PROGRESS REPORT	DATE
<p>Communications were to be established:</p> <ul style="list-style-type: none"> a. An RTG Website – Damien Valentine kindly offered to help create one b. Social Media (Facebook) page(s) – Rosemary Naish is creating one c. Minutes of RTG Meetings – as per this report, to RTG Members for onward transmission/briefing/display as appropriate. An RTG mailing list needs to be finalised and maintained. d. Communications to the Parishes and Stakeholders – as required to deal with specific issues or questions e. Some involvement (TBC) of the B&NES Forums – as yet unknown f. All related B&NES and WECA websites <p>As the RTG stood up, these communications needs would be captured and published in a communications plan. Draft to be produced by David Orme and considered by the Management Committee at the next meeting.</p>	<p>Action opened: 18 Jun 19</p>

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BRTG Members as at 18 Jul 19

- BANES transport officer
- Cabinet Member Transport
- Camerton PC
- Chew Valley Chamber of Commerce
- Chew Valley Ward Councillor
- Clerk to Dunkerton & Tunley, Camerton and Englishcombe PCs
- Clutton Parish Council
- Conservative shadow cabinet - transport
- Diversity transport campaigner
- Dunkerton & Tunley PC
- Englishcombe PC
- Farmborough PC
- Farmborough Ward Cllr
- Farrington Gurney PC
- Farrington Gurney Ward Cllr
- First Bus (Operations Mgr)
- Group Leader B&NES Conservative
- Group Leader B&NES Independents
- Group Leader B&NES Labour
- High Littleton & Hallatrow PC
- Independent community transport consultant
- Keynsham Dial a Ride
- Midsomer Norton & Radstock Community Service Vehicle Trust
- Midsomer Norton Community Trust
- Midsomer Norton TC
- Midsomer Norton Ward Members
- Paulton PC
- Paulton Ward member
- Priston PC
- Somer Valley Chamber of Commerce
- Swan Transport
- Timsbury PC
- Westfield PC

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UPDATE ON BUS SERVICE 179

Latest news at 27 June 2019

- B&NES Council has negotiated a 10-week extension to the current contract with First Bus, so the current timetable will continue to operate until 9 November 2019 at least. B&NES will provide additional financial support of £2,223 per week to cover the shortfall between operating costs and revenue.
- Four options for a new contract were put out to competitive tender:
 1. Current timetable (Mondays to Fridays only)
 2. As option 1 plus Saturday service
 3. Route extended to Midsomer Norton town centre but curtailed at Odd Down Park & Ride Site
 4. As option 3 plus Saturday service
- Bids were received from four operators but not all of them bid for all options. The lowest bids for each option are substantially higher than the current price.
- Restoration of an all-day Saturday service would cost an additional £55,000 per year (£1,058 per operating day). This is higher than the cost obtained through competitive tender in October 2018.
- Analysis of comments received and responses from the passenger consultation a few months ago has led to development of a fifth option and this has now gone out to competitive tender.
- This fifth option is shown overleaf. It involves retaining the service to Bath City Centre but making possible an extension to Midsomer Norton town centre by widening the interval from every two hours to every two and a half hours. Some small adjustments would be made to bus service 768 at the same time, to get better co-ordination between the two services.
- The fifth option addresses some of the issues raised by passengers, such as:
 - Restoration of link to Midsomer Norton town centre
 - Shorter time for shopping at Tesco
 - Earlier first bus to Tesco and Midsomer Norton
 - Morning peak bus to Bath to run earlier
 - Afternoon peak bus departure from Bath timed better for schoolchildren
 - Better co-ordination between services 179 and 768
- The fifth option has further advantages:
 - Additional morning bus from Timsbury to Bath on service 768 at similar time to current 179
 - Additional afternoon peak bus from Bath to Timsbury on service 768
 - Ticket inter-availability between services 179 and 768
 - Provision of a bus service to the housing development at Beecham Place, which allows the Council to make use of developer contributions to help fund the service
- All bids submitted will be assessed and award of a new contract will be considered during July. The assessment will not be focussed purely on financial considerations. The Council's policy is to maintain the current non-commercial bus network as far as possible until such time as the West of England Combined Authority has completed and implemented its Bus Strategy.
- Further information will be made available in due course but please be reassured that we are trying to find a sustainable and affordable solution.

MIDSOMER NORTON - BATH via Paulton & Timsbury**179****ALSO SHOWS BUSES ON SERVICE 768 BETWEEN TIMSBURY AND BATH**

179 from **MIDSOMER NORTON** via Beauchamp Avenue, Fosseyway, Charlton Road, Silver Street, Church Lane, North Road, Station Road, **WELTON**, West Road, Tesco (turn and return), West Road, Phyllis Hill, Winterfield Road, **PAULTON**, Ham Lane, Brittens Hill, Church Street, Hallatrow Road, **HALLATROW**, **HIGH LITTLETON**, **FARMBOROUGH**, The Street, Timsbury Road, **TIMSBURY**, Bloomfield Road, North Road, Meadgate, **TUNLEY**, **ODD DOWN**, Wellsway, Wells Road, **BATH CITY CENTRE**, Churchill Bridge (FORWARD: Broad Quay, Ambury, Corn Street, St James's Parade, Southgate; RETURN: Dorchester Street, Broad Quay), Bus Station.

Mondays to Fridays (not Public Holidays)

Service number	179	768	768	179	179	768	179	179
MIDSOMER NORTON, Beauchamp Avenue	0646	0925	1155	1425	1700
Midsomer Norton, Town Hall	0651	0930	1200	1430	1705
Welton, Long Barnaby	0655	0934	1204	1434	1709
Midsomer Norton, Old Mills, Tesco	0938	1208	1253	1438	1713
Paulton, Ham Lane, Central Garage	0701	0944	1214	1444	1719
Paulton, Hallatrow Road, Paper Lane	0706	0949	1219	B	1449	1724
High Littleton, Church	0710	0953	1223	1453	1728
Farmborough, Butchers Arms	0718	1001	1231	1501	1736
Timsbury, British Legion	0723	0746*	0944*	1006	1236	1328*	1506	1741
Tunley, King William	0733	0751	0949	1014	1244	1333	1514	1749
Wellsway, Midford Road	0745	C	C	1024	1254	1340*	1524	1759
BATH, Bus Station	0800	0821	1018	1033	1303	1347	1533	1810

Service number	179	768	179	179	768	179	768	179
BATH, Bus Station	0810	1023	1040	1310	1352	1540	1740	1815
Wellsway, Midford Road	0819	1030*	1049	1319	C	1550	C	1825
Tunley, King William	0828	1037	1058	1328	1414	1601	1802	1836
Timsbury, British Legion	0835	1042*	1105	1335	1419*	1610	1811A	1845
Farmborough, Butchers Arms	0840	1110	1340	1615	1850
High Littleton, Church	0848	B	1118	1348	1623	1858
Paulton, Hallatrow Road, Paper Lane	0852	1122	1352	1627	1902
Paulton, Ham Lane, Central Garage	0857	1127	1357	1632	1907
Midsomer Norton, Old Mills, Tesco	0903	1114	1133	1403	1638
Welton, Long Barnaby	0907	1137	1407	1642	1913
Midsomer Norton, Town Hall	0911	1141	1411	1646	1917
MIDSOMER NORTON, Beauchamp Avenue	0916	1146	1416	1651	1922

NO SERVICE ON SATURDAYS, SUNDAYS OR PUBLIC HOLIDAYS

- Notes: *
- A** - approximate time
 - B** - runs via South Road, Greenvale Drive and Church Lane to North Road
 - C** - runs via Camerton, Radstock and Midsomer Norton town centre
 - C** - runs via Priston and Englishcombe

For information on all local bus services, please contact Traveline at www.travelinesw.com or phone 0871 200 2233 (calls cost 12p per minute plus your phone company's access charge)

Enforcement Monitoring Form – Commercial Holiday Lets

The Local Authority has the ability to investigate complaints from members of the public regarding the use of residential homes as commercial holiday lets and to take action in cases where it has been proven that there has been a breach of planning control which causes demonstrable planning harm.

To assist the Local Authority in their investigation of your complaint, please fill in the attached **Activity Log Sheet** as accurately as possible; noting the 'Activity Type' and the specific impact that this has on your daily life / amenity. **Please note:** any activity not causing a direct nuisance should also still be included as this may assist the Local Authority in their investigation. An example entry has been included for reference.

It is recommended that Activity Log Sheets are completed over a minimum period of 6 months in order to provide the Local Authority with an accurate representation of the use.

Completed Activity Log Sheets should be submitted to the **Planning Enforcement Team** via email Planning_Enforcement@bathnes.gov.uk or else directly to the allocated enforcement officer. If you have been provided with a case reference number this should be included on the submission and any future correspondence.

Alternatively, Activity Log Sheets can be sent by post to:

Planning Enforcement – Planning Services

Bath & North East Somerset Council
Lewis House,
Manvers Street,
Bath, BA1 1JG

Important note – Information included on submitted Activity Log Sheets may be shared with other Council Departments or agencies in order to assist the Local Authority in their investigation of the enforcement complaint; however, your personal data will remain private and confidential.

For further information about data protection and the Local Authority's use of personal data, please see Bath and North East Somerset Council's 'Corporate Privacy Notice': www.bathnes.gov.uk/council-privacy-notice

COMPLAINT DETAILS						
Address of complaint property:						
Website Link (if known):						
Your name:			Your address:			
Telephone:			Email:			
ACTIVITY LOG SHEET						
<p>KEY:</p> <p>Activity Type: 1. Noise from inside 2. Noise outside (front) 3. Noise outside (rear) 4. Anti-social behaviour 5. Offensive material displayed 6. Offensive behaviour inside, visible from outside 7. Problem parking / vehicle activity affecting a public highway 8. Rubbish left out other than collection day 9. Other e.g. trespass, damage to private property (please specify)</p> <p>Group Type: A. All female B. All male C. Mixed D. Family E. Couple</p>						
Activity Type:		Group Type:	Number of guests:	Date:	Time:	Any other information:
3. Noise outside (rear)		A	Approx. 10	01/06/19	12:00 am	Guests in garden playing music and talking. Interrupted sleep until early hours of morning

