

Parish Liaison Meeting

Date: Wednesday, 23rd March, 2022

Time: 6.30 pm

Venue: Zoom Online - Private

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 Lisa O'Brien

Group Leaders: Councillor Robin Moss and Councillor Vic Pritchard

Group Spokespersons: Councillor Karen Walker

Cabinet Members: Councillor Kevin Guy (Leader of the Council, Liberal Democrat Group Leader), Councillor Tim Ball (Cabinet Member for Planning and Licensing), Councillor Alison Born (Cabinet Member for Adults and Council House Building), Councillor Tom Davies (Cabinet Member for Adults and Council House Building), Councillor Manda Rigby (Cabinet Member for Transport), Councillor Dine Romero (Cabinet Member for Children and Young People, Communities and Culture), Councillor Richard Samuel (Deputy Council Leader (statutory) and Cabinet Member for Economic Development and Resources), Councillor Sarah Warren (Deputy Council Leader and Cabinet Member for Climate and Sustainable Travel) and Councillor David Wood (Cabinet Member for Neighbourhood Services)

ALCA Representatives: Dawn Drury, Kathryn Manchee, Janette Stephenson, and Kathy Thomas

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>

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.

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 can be found at:

<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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A G E N D A

1. WELCOME AND INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

3. URGENT BUSINESS AS AGREED BY THE CHAIR

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

4. MINUTES OF PREVIOUS MEETING: 13TH OCTOBER 2021 (Pages 7 - 14)

To approve the minutes of the meeting held on 13th October 2021.

5. WECA - ROLE, FUNCTION AND COMMUNITY ENGAGEMENT

David Trethewey - Director of External Affairs, B&NES will address the meeting. (30 minutes)

6. PARISH ON-LINE / MAPPING CLIMATE RELATED DATA

Martin Laker – Team Manager GIS, B&NES and Tristram Cary - Chairman of Geosphere (the company behind XMAP and Parish Online) will address the meeting. (30 minutes)

7. PARISH SHOWCASE

We will have an update from a Parish on some recent projects.

We would welcome other parishes sharing information and good practice at Parish Liaison going forward. If you are interested, email connecting_communities@bathnes.gov.uk (10 minutes)

8. REVIEW OF LOCAL COMMUNITY FUNDING / CIL MAP

Dave Dixon – Community Engagement Manager, B&NES and Mark Hayward – Community Engagement Officer, B&NES will address the meeting. (5 minutes)

An online map has been created providing details of funding allocation from the last two rounds of the Ward Councillors' Community Empowerment Funding and all Bath Neighbourhood CiL Funding. We would welcome parishes adding their own Neighbourhood CiL allocations if wished.

[You can find the map here](#)

9. PARISH CHARTER REVIEW UPDATE)

Dave Dixon – Community Engagement Manager, B&NES will address the meeting.

[The Parish Charter](#) (accessed via this link) is due for review. (10 minutes)

10. GENERAL UPDATES

Queen's Platinum Jubilee: A reminder that deadlines for some permissions and licences are coming up in March. The deadline for road closure applications is 22 April. Further information can be found online on the [Jubilee Toolkit for Parishes](#). (5 minutes)

11. DATES OF FUTURE MEETINGS

Wednesday 13th July (potentially in person)

Wednesday 12th October

All starting at 6.30pm for an hour and a half. They will be by Zoom unless members would like a physical meeting in the Summer.

The Committee Administrator for this meeting is Mark Durnford who can be contacted on 01225 394458.