

Parish Liaison Meeting

Date: Wednesday, 19th July, 2023

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 Sarah Moore

Group Leaders

Group Spokespersons

Cabinet Members

ALCA Representatives

Chief Executive and other appropriate officers
Press and Public



Corrina Haskins

Democratic Services

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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 Guildhall - Bath

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. 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.

5. 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. 6.30PM - 6.35PM WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

Welcome and introduction from the Chair of the Council, Cllr Sarah Moore.

2. 6.35PM - 6.45PM CABINET PRIORITIES UPDATE (INCLUDING Q&A SESSION)

Councillor David Wood, Bath & North East Somerset's Deputy Leader (Council Priorities & Delivery) will provide the Forum with an overview of the Cabinet priorities following the May 2023 election. There will be an opportunity to ask questions.

3. 6.45PM - 7.00PM - UPDATE INCLUDING PARISH INFORMATION PACK AND PARISH CHARTER (INCLUDING Q&A)

Mandy Bishop to introduce a new Information Pack to help guide parishes on how to address frequently asked questions from residents relating to B&NES services. She will also update the meeting on progress with the Parish Charter review. To address issues raised previously regarding Planning, we will be organising some Planning Surgeries with Parishes.

4. 7.00PM - 8.00PM - WORLD CAFÉ SESSION

Mandy Bishop will give an overview of how the session will work and feed back from previous World Café Sessions. Officers from key service areas will circulate the tables every 15 minutes over the course of an hour to meet parishes and take questions.

The 'World Café' style session will involve officers from the following teams:

- Planning
- Waste, Cleansing and Parks
- Transport Strategy and Highways

This is your opportunity to meet some officers and discuss queries or concerns.

5. 8.00PM - 8.10PM - SUMMARY OF DISCUSSION AND NEXT STEPS

Mandy Bishop will summarise the discussion and how any queries will be taken forward.

6. 8.10PM - 8.15PM - CHAIR'S CLOSING REMARKS

The Chair of the Council will close the meeting.

7. DATE OF NEXT MEETING

Wednesday 18 October 2023 at 6.30pm in Keynsham Community Space.

The Democratic Services Officer for this meeting is Corrina Haskins who can be contacted on 01225 394357.