

Parish Liaison Meeting

Date: Wednesday 18th March 2026

Time: 6.30 pm

**Venue: The Training Room, Keynsham Recycling
Centre, Pixash Lane, Keynsham, BS31 1TP**

**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 Liz Hardman

Chief Executive and other appropriate officers
Press and Public



Corrina Haskins

Democratic Services

Lewis House, Manvers Street, Bath, BA1 1JG

Telephone: 01225 394357

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

E-mail: Democratic_Services@bathnes.gov.uk

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. 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. WELCOME AND UPDATES

10 minutes

Welcome from Chair of Council, Cllr Liz Hardman.

Welcome from Chris Major and any updates from the Council.

2. PETER DUPPA-MILLER AWARD PRESENTATION

15 minutes

The Peter Duppa Miller Award forms part of the Council's Community Awards. It recognises the contribution made by Parish Councils – whether this is by a Councillor, paid member of staff or a team. The Award has been named in honour of Peter Duppa-Miller who many of you will remember. Peter, who sadly passed away in 2015, dedicated much of his life to serving his community and was an advocate for the rural communities and Parishes across the area.

The Chair of the Council will be delighted to present this Award at Parish Liaison this evening.

3. WORLD CAFE SESSION

60 minutes

We will be joined by senior managers from the Council. You will be able to circulate tables to speak with them with any queries you might have:

- Sarah James - Deputy Head of Planning Development Management (Planning Applications; Development Management Companies)
- Graham Sabourn – Head of Housing
- Lynda Deane – Head of Community & Compliance (Public Protection; Emergency Planning; CCTV; Events, Markets & Film Office; Parks & Green Spaces; Bereavement Services)
- Paul Garrod – Head of Highways Delivery (Highway Maintenance; Drainage; Street Lighting; Active Travel; Traffic Management; EV Charging).
- Andy Dunn – Team Manager Parking Services

4. CHAIR'S CLOSING REMARKS

5 minutes

5. DATES OF FUTURE MEETINGS

Further dates for 2026 are:

22 July 2026

21 October 2026

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