

Camerton Parish Council

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BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

[APPROVED MINUTES] PARISH COUNCIL MEETING

held on

Wednesday 17th Sept 2025

in **Camerton Community Hall.**

Councillors present: Ward Cllr F. Gourley; Parish Cllrs L.Randal (Chair), H.Edwards, B.Edwards.

In attendance: W.Shepherd (Clerk).

Start / Finish time: 18:30 – 21:30.

1.9.25 Apologies

Ward Cllrs Matt McCabe, Parish Cllr Carl Sangan

2.9.25 Declaration of Interests

No interests declared.

PUBLIC PARTICIPATION

The members of the press and public have the right to attend and may address the Council on matters of local concerns. Three-minute slot is allocated for each question. Questions may also be submitted to the Clerk in advance.

3.9.25 Minutes

- a) The previous meeting (2nd July 2025) minutes were APPROVED and SIGNED by the Chair.

4.9.25 CBLNR (Camerton Batch Local Nature Reserve)

- b) Avon Wildlife Trust – we are expecting the survey report back soon.
- c) CBLNR Tree work – the council members requested that the Batch trees are checked before winter to ensure that no trees are not posing any risks to residents nor property. It was also requested that the condition of the path steps be checked.

5.9.25 Camerton bus service

- a) The council received an update on local bus services from Ward Cllr Fiona Gourley. A new bus service will start on 1 Sept 2025 and serve villages in N.E. Somerset including Camerton. The route and timetable are included in the Sept edition of the Camerton Newsletter, additionally a flyer should be available shortly to be included with the Newsletter distribution.

6.9.25 The Local Plan and HD SCCW

- a) The local plan options will now be available for public consultation will be live from **Friday 3rd October to Friday 14th November**. Details of this public consultation have been added to the Camerton website and included links to a BANES dedicated website. As soon as the local plan options consultation roadshow and drop in events are announced these will be added to the website. We encourage residents to raise any topics using the links provided to the dedicated BANES website.
- b) **Local Plan including HD/SCCW** - the latest updates from the SCCW Society Secretary (their June 2025 update) will be added to the Parish web site.
- c) The potential **HEELA site** located on the border between Tunley and Camerton on the B3115 extending from 'The Lodge' to the two new build properties adjacent to 'The Woodlands' (Priston Lane), was discussed. Clarification was sought as it appears the land sits in the Priston parish.

7.9.25 Planning Applications

- a) New applications -two planning apps were discussed and council formed a view of the comments which will be sent to BANES planning.

Planning application	Application submission	Notes	BANES Status / decision
Ref. 25/02908/FUL Location: Sellars Stile Bengrove Camerton Bath Bath And North East Somerset BA2 0PH LB Grade: N/A	Registered: 23rd July 2025 Planning Expiry Date: 17th September 2025 Extension to time requested for council comments-pending.	Erection of two storey rear extension, replace conservatory with porch, remove side lean-to extension. Case Officer: Kate_Sullivan@bathnes.gov.uk Camerton Parish Council submitted comments	PENDING
Ref: 25/02941/VAR Location: Homelands 9 Camerton Hill Camerton Bath Bath And North East Somerset BA2 OPS LB Grade: N/A	Registered: 24th July 2025 Expiry Date: 18th September 2025 Extension to time requested for council comments-no response.	Proposal: Variation of condition 2 (Plans List) of application 24/01932/FUL (Erection of rear extension and undercroft following demolition of existing undercroft, garage store, lean-to and conservatory. Resubmission). Case Officer: Christine_Moorfield@bathnes.gov.uk Camerton Parish Council submitted comments	PERMITTED

8.9.25 Highways and Rights of Ways

- a) Update on proposed speed changes, introducing additional 20mph and 30mph zones in Camerton. Comments for the ongoing consultation have been submitted by the council.
- b) Four highways issues that were raised by residents and council members were discussed. Further information will be sought from highways regarding the updates posted onto fixmystreet.

9.9.25 Environment

- a) Flowerbeds – the location has been mapped and a useful location list produced. The Environment team is collecting additional information regarding which residents help maintain the very beautiful numerous planters situated around the village, which will be used to evaluate how these will be managed in future.

10.9.25 Financial aspects for 1 April - 31st Aug. 2025

- a) **External Audit 2024/25** – the external Audit has been concluded, and results posted on the Parish website.
- b) **Public Inspection notice (3 June to 14 July 2025)** – the period closed with no requests received.
- c) **Financial update 1 Apr 25 to 31 Aug 2025** - the Parish is on track to cover its commitments in the 2025/26 financial year with income and expenditure tracking to the original budget. (Funding received is 55% of the total expected whilst outgoings are running at 34% vs budget). The Parish had a closing balance of £29,861 on 31 Aug. The members have endorsed to keep a reserve amount to cover potential unexpected outgoings at CBLNR in the coming winter season.
- d) **Ward Councillors' Empowerment Fund** - Ward Cllr F. Gourley brought to the councils attention that this fund is available for projects in local parishes. Ideas should be submitted as soon as possible with a view to closing this year's allocation by March 2026.
- e) **Parish and Town Council Election Recharges** – the cost impact has been provided by BANES and will be added to the budgeting requirements for the 2027/28 financial year.
- f) **The new NJC Cleark pay scales 2025/26** were noted and will be applied going forward. A one off payment was APPROVED to cover the backdated period from 1 Apr 2025 to Aug.2025
- g) **Payments** – the following payments were APPROVED:

Payment	Total amount (inc VAT)
Village hall PC room rental (May-June-July – 3 invoices)	£45.00
Printing 300 copies of Camerton Newsletter (invoice amount)	£249.00
Green Tree maintenance (1 of 5). Invoice no. 535 (05/09/2025)	£480.00
BDO External Audit fees (invoice amount)	£252.00
Content editor Camerton Newsletter	£50.00
Clerk Salary (July, Aug, Sept, Oct) via S/O	Amount available to Councillors
Clerk Salary NJC PayScale changes backdated from 1 April – 31 Aug	

Payment	Total amount (inc VAT)
Clerk NI / Tax for Qtr 2 (Jul-Au-Sept) (via Direct Debit)	
Clerk pension employer contributions	
Clerk's Expenses travel for Parish council business (July)	£5.20
Clerk's Expenses travel for Parish council business (Aug)	£6.50
Clerk Home Office (3 months Jul, Aug, Sept)	£24.00 x 3
Clerk Home Office (1 month Standing order Oct onwards)	£24.00

11.9.25 – Review and agree Parish council standing orders

- a) The revised standing orders have been provided to council members. The revised standing orders will be published on the Camerton website after final approval by the Council.

12.9.25 AOB

- a) **Parish Newsletter** – the newsletter has been completed and 300 printed colour copies available for distribution. Distribution volunteers are always welcome and should contact the Parish clerk if they wish to help. The Newsletter is also available via the Camerton Website.
- b) **Logo Refresh** – a competition has been launched within the Newsletter with a prize for the design or design idea that becomes part of the new Camerton Logo. Judges for this competition were discussed and anyone who is interested in judging the contributions should get in touch with the Parish Clerk.
- c) **Domain changes to .gov.uk** – following communication in July the council members and clerk will need to migrate to new domain for emails. The clerk will find more information about what options and costs are available.
- d) **Assertion 10 digital data compliance** - a newly added declaration in the Annual external audit AGAR focuses on digital and data compliance for smaller authorities like Parish Councils. This may require a minimum additional extra training for some members of the council and clerk. The clerk will find out about this training and report back to council.

13.9.25 Items to raise for consideration at the next meeting

- a) Agenda items will be put forward by council members in anticipation of the next meeting scheduled for 12th Nov 2025.

14.9.25 Proposed dates of future meetings:

- a) Provisional CPC meeting dates were added through to May 2026:

Meeting Date	Meeting
12 Nov. 2025	Parish Council meeting
14 th Jan 2026	Parish Council meeting
11 Feb 2026	Parish Council meeting
11 Mar 2026	Parish Council meeting
15 Apr 2026	Parish Council meeting
13 May 2026	Annual Parish & Annual Parish council meeting
Meeting Start time :6:30 pm, Venue: Camerton Community Hall	

End.