

February 17, 2022

**Batts Combe Community Liaison Committee draft  
Constitution and Terms of Reference**

## **1. Terms of Reference**

**The overarching aim of the Batts Combe Community Liaison Committee (BCCLC) is to provide an information exchange between Hanson and its key stakeholders and local communities. It will facilitate balanced discussions and help to ensure that Hanson UK's interactions with the local Cheddar communities and stakeholders are conducted in a constructive and transparent manner.**

- BCCLC will act as a conduit between Hanson and the local community to discuss areas of interest and concern and for Hanson to inform representatives about current and future operational issues that may impact on the community and other stakeholders.
- The BCCLC shall have no executive powers but will be a forum for the discussion of matters pertaining to the operation of the Batts Combe quarry.
- The objectives above do not interfere with the accountability of relevant decision-making bodies on the sites or of statutory organisations such as the regulators, planning authorities and relevant governmental authorities.

## **2. Meetings**

The BCCLC will initially meet quarterly, with the frequency of meetings being reviewed and agreed annually. Hanson will provide the meeting venue and secretariat services.

The meetings will not be open to the public or members of the press, although the minutes will be available for distribution by representatives and will be posted online on Hanson's Batts Combe Quarry Community website, which can be found at:

<https://www.hanson-communities.co.uk/en/sites/batts-combe-quarry>

## **3. Membership**

Membership of the BCCLC is by invitation. The Group will comprise of representatives from the following:

- Chairperson – Hanson would seek to invite the local SCC council representative to be the Group's Chair. As we understand that the Cllr is currently indisposed, Mike Brown, Aggregate area operations manager, South West will act as interim chair.
- Deputy Chair, Mike Brown, Aggregate area operations manager, South West(to provide cover for Chair if needed,)
- Simon Parkes, Batts Combe unit manager, Hanson Aggregates
- Ben Ayres, Hanson UK, land, and mineral resource manager (south)

- Hanson operational management plus specialist functional managers as required (e.g. environmental management, transport, marketing and communications etc.)
- Representative of Cheddar Parish Council
- Representatives of Sedgemoor District Council\*
- Mineral Planning Officer, Somerset County Council Mineral Planning Officer
- Environmental Health, Officer, Sedgemoor District Council\* officers
- Representative of local residents living on Batts Combe access roads (Venns Gate, or Hannay Road or Warrens Hill.)
- Representative/s of other local groups on an ad hoc basis as appropriate
- Local councillor representation from Somerset County Council (SCC)
- SCC highway department officer
- Representation from Mendip Hills AONB
- Local beat officer Avon and Somerset Police
- Representative from Axbridge Town Council

\*We recognise that SCC's move to a unitary authority may led to changes in local representation. While plans have yet to be unveiled in full, we propose that both district and county councillors are invited initially to join the group, to help ensure continuity in the long term as it is feasible that some current district councillors may become elected county councillors in due course. Similarly, the appropriate officers covering environmental health, highways and PROW should be invited to join on the understanding that this may need to be reviewed in due course once the new structure o the unitary authority becomes clear.

Members of the BCCLC agree to adhere to the constitution and to represent their communities or organisations in an active and constructive manner, while being respectful of others, at all times. Members should be transparent about any potential conflicts of interest concerning agenda items by declaring them at the start of the meeting.

#### **4: Agenda**

The core agenda items for each meeting will be:

1. Welcome and Chair introductions
2. Review of minutes and action review from last meeting
3. Membership update
4. Hanson site update
5. Feedback and complaints

6. Landscape and biodiversity update
7. Land and mineral Planning update
8. Hanson transport update
9. Environmental health update
10. District Council update
11. Local resident update
12. Parish Council update

Members can request additional items to be added to the agenda by emailing the chair and Simon Parkes at least one week ahead of the meeting.

Issues rolled over from previous meetings, which remain an ongoing agenda item will be discussed as an agenda item rather than as part of the review of minutes and actions from previous meeting.

Hanson will provide minutes of the meeting and circulate to BCCLC members in draft form for comment no later than two weeks following the meeting date. Any comments regarding the accuracy of the draft minutes should be circulated by email to all members within two weeks of receipt.

#### **5. Confidentiality**

Members should assume that any discussions which take place during meetings will not be considered confidential and may be freely discussed outside the meeting.

#### **6. Publicity**

No member of the BCCLC shall approach the press to discuss or comment on issues raised without first notifying the Chairperson and Hanson's secretariat.

**Agreed on behalf of:**

**Name and organisation**

Hanson UK

**Signed**

Name: Simon Parkes – Unit Manager, Batts Combe Quarry

Signed –

