

Claverton Parish Council
Minutes of Meeting Held on 11th September 2012 at St Mary's Church

Present

Councillors: Richard Wright, Mark Macintosh, Chris Jensen, Anna Beria, Clive Abbott
 Clerks: Andrea Griffiths, Lesley Watkinson
 Also Present: Members of public

Open Forum - None

Apologies for Absence - Rodger Sykes

Declaration of Member Interests - None

Minutes of the Ordinary Meeting of the Parish Council held on 10th July 2010 and Planning Committee Meetings held on 10th July, 20th July and 17th August 2010.

The minutes were agreed as accurate and signed by the Chairmen

	Actions
<p>Matters arising from the minutes None</p>	
<p>Election of Chairman, signing of Declaration of Acceptance of Office for Chairman and Vice Chairman, and discuss Councillor Vacancy Cllr Wright elected to position of Chairman. Nominated by Cllr Abbott, seconded by Cllr Mackintosh. Cllr Wright accepted office till May 2013 and signed Declaration of Acceptance. Cllr Mackintosh elected to position of Vice Chairman. Nominated by Cllr Wright, seconded by Cllr Abbott. LW will prepare declaration of Acceptance for Cllr Mackintosh to sign at next meeting. Councillor Vacancy discussion deferred to next meeting. Notice expires in 3 days</p>	LW/MM
<p>Appointment of New Clerk Lesley Watkinson appointed new clerk and accepted role.</p>	
<p>New Structure of Committees (Transport and Panning) Transport Committee: Cllr Jensen (chair), Cllr Sykes and Cllr Wright Planning Committee: Cllr Macintosh (chair), Cllr Beria and Cllr Abbott</p>	
<p>Correspondence Noted as per circulated list. It was agreed that ALCA membership will continue. ALCA meetings and training will be attended on an as necessary basis. No councillors will attend upcoming ALCA AGM The Employers' Liability Tracing Office requires insurer to keep a record of PAYE no. LW will confirm with insurer this does not apply to Claverton as no employee is paid more than £503 per month. Cllr Wright will review Bath Preservation Trust Leaflet. LW holds Claverton Parish Council's Campaign to Protect Rural England's membership card.</p>	LW RW

	Actions															
<p>Financial Officers Report</p> <p>The PC reviewed the invoices and the following cheques were signed:</p> <table border="0"> <tr> <td>100113</td> <td>A Griffiths - Clerks Final Salary Jul/Aug/Sept + Phone etc</td> <td>£393.15</td> </tr> <tr> <td>100114</td> <td>Marion Mackintosh (5 x Newsletters)</td> <td>£50</td> </tr> <tr> <td>100115</td> <td>ALCA training re code of conduct</td> <td>£30</td> </tr> <tr> <td>100116</td> <td>HMRC - Employee Tax Deductions</td> <td>£12</td> </tr> <tr> <td>100117</td> <td>Zurich Insurance</td> <td>£225</td> </tr> </table> <p>Small staffing cost increase due to handover to new clerk</p> <p>Cllr Wright to consider is Claverton PC need subscription to Legal update. Cllr Wright will discuss with VPA.</p> <p>PC approved change of bank account to Lloyds to ease administration. No additional cost to PC. All councillors may be signatories. If a cheque from PC is paid to individual then the individual will not sign cheque.</p>	100113	A Griffiths - Clerks Final Salary Jul/Aug/Sept + Phone etc	£393.15	100114	Marion Mackintosh (5 x Newsletters)	£50	100115	ALCA training re code of conduct	£30	100116	HMRC - Employee Tax Deductions	£12	100117	Zurich Insurance	£225	<p>RW</p> <p>RW/LW</p>
100113	A Griffiths - Clerks Final Salary Jul/Aug/Sept + Phone etc	£393.15														
100114	Marion Mackintosh (5 x Newsletters)	£50														
100115	ALCA training re code of conduct	£30														
100116	HMRC - Employee Tax Deductions	£12														
100117	Zurich Insurance	£225														
<p>Localism Act - New Code of Conduct for PCs</p> <p>Unanimously agreed PC defer till November adopting code of conduct until advice issued by Vernon Hitchman (B&NES Monitoring Officer).</p>	LW/RW															
<p>Receive Planning Committee Report</p> <p><u>Thyme Barn (12/02697/FUL and subsequent resubmission 12/03592/FUL)</u> Planning committee made comments on original application mainly concerning use of materials (glass and steel). Other comments made on how application could be improved in line with Claverton Conservation Area. The planning committee were content to support the resubmission as materials changed and there was a reduction in size of a window. The garden area will remain grass and not gravel as indicated on plans.</p> <p><u>October House (12/02982/TCA)</u> Permission sought to fell a tree. Planning committee content to leave to judgment of arboricultural consultant. Subsequently approved,</p> <p><u>The Old Rectory School Place (12/02771/LBA)</u>. Planning committee content.</p> <p><u>Watership Farm (12/02021/FUL)</u> No further updates since Highways Agency issued stop notice</p>																
<p>Parish Cluster Group Meeting 25 July</p> <p>Attended by Cllr Batho and Cllr Jensen but no relevant matters raised pertaining to Claverton</p>																
<p>Receive Transport Committee Report</p> <p>Cllr Wright advised B&NES did not agree with request to include Claverton Hill on gritting schedule. However they will continue to support the Snow Warden Scheme.</p> <p>Cllr Wright advised he had received a response from office of R Ormorod dated 16 Aug which unfortunately did not address concerns of Parish council re A36 speed limit. However RW will request information on risk assessment and will work in partnership with VPA to develop a strategy to push forward. Risk assessment needs to take place at 'high season' when there is a large volume of cars parked visiting Warleigh Weir.</p> <p>Cllr Abbott advised he had been in correspondence with Head of Dangerous Structures re crumbling wall at top of Claverton Hill and will shortly be advised of plans and timetable to deal.</p>	RW															

	Actions
<p>Valley Parishes Alliance Cllr Wright will attend all VPA meetings, with Cllr Jensen. Cllr Wright attended meeting 10th Sept. It was agreed that VPA need to raise their profile as many people could perceive it as a 'talking shop'. A36 Link Road was still in core strategy and the VPA will be trying to have this removed. An alternative scheme is being proposed for the Park and Ride at Bathampton. A site between the railway lines just south of Bathampton Meadows is a possible option, with a station.</p> <p>Cllr Jensen and Cllr Wright will study the Canal River Trust towpath mooring plan and make contact with Sally Ash. The plan is contrary to the Mooring Strategy Group (MSSG)</p>	CJ/RW
<p>Broadband Service Cllr Sykes has set up a small working group to discuss BT proposal re broadband service. Group will reconvene on 20th and then will go out to community with proposal for consideration. The group will link back to the parish council, the elected body</p>	
<p>Parish Council Website Cllr Beria reported that visitors to site increasing</p>	
<p>Exchange of Information RW thanked Andrea Griffiths and David Batho for service to Claverton</p>	

The meeting closed at 8.45pm

Dates of Next Council Meeting: Tuesday 11th November 2012

Future Council Meeting: Tuesday 15th January 2010

Signed
Chairman, Claverton Parish Council

Date