

Claverton Parish Council
Minutes of Meeting Held on 13th November 2012 at St Mary's Church

Present

Councillors: Richard Wright (Chair), Rodger Sykes, Chris Jensen, Clive Abbott and Mark Mackintosh
 Clerk: Lesley Watkinson

Open Forum - None. No members of public attended.

Apologies for Absence - Anna Beria

Declaration of Member Interests - None

Minutes of the Meeting of the Parish Council held on 11th September 2012 and Planning Committee Meeting of 3rd October, 18th October and 9th November

The minutes of the Meeting of the Parish Council held on 11th September 2012 and Planning Committee Meeting of 3rd October, 18th October were agreed as accurate and signed by the Chairmen. The minutes of Planning Committee meeting of 9th November will be signed at January meeting.

| | Actions | | | | | | | | | |
|--|----------------------------------|--------------------|-----|--------|-----------------------|-----|--------|----------------------------------|-----|--------------|
| <p>Matters arising from the minutes Transportation update - Cllr Wright advised that a document will be created at next VPA meeting to record near misses on A36</p> <p>Cllr Wright reviewed Bath Preservation Trust Leaflet - no comments</p> <p>Cllr Wright to review requirement for subscription to Legal Update with VPA</p> | RW | | | | | | | | | |
| <p>Signing of Declaration of Acceptance of Office for Vice Chairman and discuss Councillor Vacancy Cllr Mackintosh signed declaration of Acceptance of Office</p> <p>Cllr Wright advised that there was no response to public notice for nominations for councillor vacancy. If there remains no interest Cllr Wright and Cllr Mackintosh will arrange for Newsletter Editor to reach out to the Parish to generate interest in the role.</p> | RW/MM | | | | | | | | | |
| <p>Correspondence Cllr Wright advised Councillors to review ALCA training opportunities.</p> <p>The Clerk will manage distribution of correspondence in a different way going forward. Correspondence requiring action or review will continue to be forwarded as it arrives. Correspondence for information only will be collated by the clerk and forwarded to the Cllrs in summary format on a fortnightly basis.</p> | LW | | | | | | | | | |
| <p>Financial Officers Report The PC reviewed the invoices and the following cheques were signed:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">100118</td> <td style="width: 70%;">Mazars - Audit Fee</td> <td style="width: 20%; text-align: right;">£60</td> </tr> <tr> <td>100119</td> <td>SALC - Clerk Training</td> <td style="text-align: right;">£30</td> </tr> <tr> <td>100119</td> <td>Melinda Traub - Web site updates</td> <td style="text-align: right;">£60</td> </tr> </table> <p>Cllrs present signed documentation to open new bank account. Clerk will obtain Cllr Beria's signature at a suitable date</p> <p>Clerk will share bank reconciliation at Jan Meeting</p> | 100118 | Mazars - Audit Fee | £60 | 100119 | SALC - Clerk Training | £30 | 100119 | Melinda Traub - Web site updates | £60 | LW LW |
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| | Actions |
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| <p>Localism Act - New Code of Conduct for PCs The requirements of the Localism Act 2011 requires our council adopts a Code of conduct. Claverton Parish Council adopted Code of Conduct recommended by the National Association of Local Councils modified by B&NES Monitoring Officer, Vernon Hitchman.</p> <p>Cllrs present signed the Register of Interests. Clerk will follow up with Cllr Beria at a suitable date.</p> | LW |
| <p>Approve update to Standing Orders to co-opt Cllrs to Planning Committee Cllrs agreed that ideally three members of the Planning Committee should attend Planning Committee meetings. The meetings are quorate with 2 members. Cllrs further agreed that when only two members of the planning committee are available for a meeting, the clerk will endeavor to enlist another member of the Parish Council to attend the Planning meeting.</p> | |
| <p>Receive Planning Committee Report <u>12/03821/FUL - Trelawney, School place. Erection of porch.</u> Application withdrawn</p> <p><u>12/04167/FUL - St Mary's Church. Provision of new path.</u> PC made comments on application. The PC commented that the materials to be used for the proposed path should be in keeping with surroundings and level of path should be raised only to the min height necessary to protect identified tree roots and produce an even path.</p> <p><u>12/03592/FUL - Thyme Barn. Erection of new conservatory, new flat roof reconfiguration of dormer windows and internal alterations (resubmission)</u> Application approved</p> <p><u>12/02021/FUL - Field Parcel 6823. Erection of agricultural building</u> Application refused</p> <p><u>12/04427/TCA - The Glebe House - Selective felling of trees</u> PC supported proposal, subject to advice from aboriculturalist</p> <p><u>12/04616/AGRA - Field Parcel 6823 - Erection of portal framed agricultural storage building</u> PC made comments on the application. The PC has very serious concerns about road safety and believe there is a need for substantial screening of proposed building.</p> | |
| <p>Broadband Service Cllr Wright thanked Cllr Sykes and Cllr Mackintosh for their work so far on the Broadband project. PC understands that working party resolving a number of open issues and are reaching out to community. Broadband working party will work closely with PC, the elected body, as they proceed to the next stage.</p> | |
| <p>Receive Transport update B&NES will produce a scheme for works to crumbling wall at top of Claverton Hill. Cllr Wright to chase</p> <p>Cllr Wright to continue to work with VPA on issue relating to A46/A36</p> <p>Additionally Cllr Wright and Cllr Sykes to discuss with Nick progress of gardening services to date.</p> | RW RW/RS |
| <p>Valley Parishes Alliance/CRT update Cllr Wright will continue to work with the VPA and will provide advice and comments to the CRT.</p> | |

| | Actions |
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| <p>Parish Council Website In Cllr Beria's temporary absence, website updated by M Traub. At a later date Clerk and Cllr Beria will attend training with M Traub on website maintenance.</p> | |
| <p>Exchange of Information Cllrs discussed business agreed in advance with clerk Cllr Mackintosh advised that broken footpath sign reported to B&NES Cllr Mackintosh attended Parish Mapping evening and will report back at Jan Meeting Bus Service - Clerk to draft letter of support</p> | |

The meeting closed at 10pm

Dates of Next Council Meeting: Tuesday 15th January 2013
 Future Council Meeting: Tuesday 12th March 2013

Signed
 Chairman, Claverton Parish Council

Date