

CLAVERTON PARISH COUNCIL

MINUTES OF ANNUAL MEETING OF THE PARISH COUNCIL AND ORDINARY MEETING HELD ON 8TH MAY 2012 AT ST MARY'S CHURCH

Present:

Councillors: David Batho (Chairman), Richard Wright, Clive Abbott, Chris Jensen, Anna Beria, Rodger Sykes
Clerk: Andrea Griffiths

01/12. Election of Chairman

It was proposed that Cllr. Batho be elected Chairman. All voted in favour and agreed. Cllr. David Batho was appointed Chairman.

02/12. Election of Vice Chairman

It was proposed that Cllr. Wright be elected Vice Chairman. All voted in favour and agreed. Cllr. Richard Wright was appointed Vice Chairman.

03/12. Signing of Declaration of Acceptance of Office

Cllrs Batho and Wright signed new Declaration of Acceptance of Office.

04/12. Apologies for Absence - Mark Mackintosh

05/12. Declarations of Member Interests - None

06/12. Appointment of Committees

It was proposed to keep two committees; Planning & Transport. The responsibilities and Terms of Reference that are already in place to be retained. The Planning Committee will comprise Cllrs. Abbott (Chairman), Beria and Mackintosh. Cllrs. Wright (Chairman), Sykes & Jensen will be the members of the Transport Committee.

07/12. Appointment of Members to serve on Outside Bodies

It was agreed that there would be primary/alternate representatives for the groups.

Valley Parishes Alliance (VPA) Committee Meetings - Cllrs. Batho/Mackintosh
VPA Transport Committee – Cllrs Wright/Jensen
K&A Canal (including VPA) – Cllrs Jensen/Sykes
University of Bath Residents Forum – Cllrs Mackintosh/Wright
PACT Meetings – Cllrs Wright/Jensen
Parish Cluster Meetings – Cllrs Wright/Jensen
Parish Liaison Meetings – Cllrs Batho/Mackintosh
ALCA - Cllr Batho
NHS B&NES Meeting – Cllr Beria

08/12. Review of Existing Policies and Procedures (Standing Orders for 2012)

It was agreed that there were no changes to be made to the standing orders. AJG and Cllrs to review Standing Orders & Terms of Reference on a regular basis.

09/12. Consideration of Chairman's Allowance

It was agreed to set the Chairman's Allowance at £100.

10/12. Approval of Year End Accounts & Audit

The accounts for the financial year end 2011/12 were approved and signed by the Chairman and RFO. The year end balance stands at £7,944.35.

a) The Audit for Mazars was approved and signed by the RFO and Chairman.

b) The Annual Governance Statement was approved and signed by the Chairman and RFO.

11/12. Appointment of Independent Auditor

Bill Howe confirmed he would be happy to continue as the Independent Auditor for 2012/13. All agreed to the appointment. All thanked Bill for his continued support.

12/12. Annual Subscriptions

The subscriptions for the year were agreed as per the attached list.

13/12. Open Forum - None

14/12. Minutes of the Meeting of the Parish Council held on 13th March 2012 and Extraordinary Meeting on 19th April 2012

The Minutes were agreed as an accurate record and signed by the Chairman.

15/12. Correspondence – noted as per circulated list.

Cotswold Voluntary Wardens Reception 6th June 2012 – No-one is able to attend.

Broadband information passed to Cllr Sykes.

Bath City Conference was attended by Cllrs Batho and Jensen.

Flood Events (B&NES Support) - article to go in the village newsletter to advise people of the questionnaire and website.

Notification of Proposed works to trees – 12/1970/TCA - The Vinery - The Parish Council comment as follows: We appreciate the reasons for the proposed tree works and are content to leave the decision to the Arboricultural Officer.

Actions

DB

AJG

16/12. Financial Officers Report

The PC received the invoices and the following cheques were signed:

100102 – St Mary’s Church – Use of Church (19/4/12)	£250.00
100103 – Luke de Vial – expenses (19/4/12)	£100.00
100104 - A Griffiths – salary & expenses	£260.21
100105 – HMRC – Employee Tax Contribution	£9.60
100106 – CPRE – Subscription	£29.00
100107 – D Batho – expenses	£166.23
100108 – VPA – Subscription	£100.00
100109 – SLCC – Subscription	£48.50
100110 – ALCA – Subscription	£20.53

Receipts: £0.00

17/12. B&NES Core Strategy

The National Planning Policy Framework (NPPF) was published on 27th March and the Planning Policy for Traveller Sites on 23rd March. The Planning Inspector subsequently invited comments on whether these new national policy documents might affect the Core Strategy. The consultation ended on 4th May and the Inspector’s final report is expected by mid year. B&NES’ focus is now on developing regeneration plans for the three Bath MOD sites.

18/12. World Heritage Site

Prior to the meeting, Cllr Batho circulated information notes on WHS Management Plan (2010 - 2016) and WHS Setting Supplementary Planning Document (consultation 28th May to 6th July) - Cllr Batho to attend 29th May launch.

19/12. NPPF/Localism Act (Neighbourhood Planning)

'My Neighbourhood' consultation representation is now being prepared by Freshford/Limpley Stoke PCs on behalf of the VPA. 'My Neighbourhood' is expected to be adopted by September

Cllr Batho attended May 3rd B&NES event in Keynsham - Limpley Stoke & Freshford PCs presented the status of their joint Neighbourhood Plan. B&NES reviewed the 'My Neighbourhood' document and Localism Act's Community Rights to Buy & Challenge.

Cllr Batho advised that there is no rush to design a Neighbourhood Plan but the PC should 'get to grips' with both the NPPF and the Localism Act, in particular Neighbourhood Planning. Cllr Mackintosh to take ownership of these key matters.

MM

20/12. Planning Committee Report

Cllr Abbott raised the matter of the Early Day Motion proposed by NALC which would see Parish Councils able to appeal planning decisions. It was recommended that this is discussed by the VPA and Cllr Abbott will draft a note for the next VPA meeting.

CA

21/12. Parish Online & PSMA

The Cyclomedia project will include Claverton Village/part of the A36 with costs paid by B&NES. B&NES are also still finalising inclusion of VPA data (shaded VPA area and Wiltshire Green Belt) in Parish Online.

MM

Public Sector Mapping Agreement (PSMA) – It was noted that Claverton Parish Council are already members.

23/12. Transport Committee Report

Village/Claverton Hill Winter Plans - Snow Warden Scheme/Claverton Hill gritting

The PC has written to B&NES Kelvin Packer regarding its experience with the Snow Wardens scheme and Clavertons' desire to continue with the scheme. Cllr Mackintosh attended a B&NES Snow Warden reception and they confirmed that the scheme will continue. It was agreed that a letter, regarding the matter of gritting Claverton Hill, should be sent to B&NES by mid-year.

RW

A36 Speed Limit

A letter of 11th April has been received from the Highways Agency in response to March PC letter to Jacob Rees-Mogg MP. The Claverton Scheme is provisionally programmed for design in 2013/14 and implementation in 2014/15, with all the usual caveats about future funding and scheme prioritisation. Two further letters have been sent to Jacob Rees-Mogg MP asking him to intervene with the Transport Minister (Mike Penning). B&NES Cllr Martin Veal issued a press release and undertook a BBC Bristol Radio interview. Cllr Batho sent a briefing note to Cllr Veal, who has now written to the Transport Minister.

It was agreed that Cllr Batho would discuss the situation with B&NES (Roger Symonds) and await responses to PC and Cllr Veal letters.

DB

B&NES Transport Improvement Programme (2012-2013) – It was agreed that Cllr Wright will check with Adrian Clarke what the listed Claverton Down scheme (£5k) is for.

RW

A36 - Highways Agency road maintenance - Cllr Wright is chasing B&NES to get the verges cut and repairs to road lines on Ferry Lane undertaken. The rumble strips on the A36 still need completing. He has been notified by the Highways Agency that the new signs on the A36 are part of a wider programme to replace signs to new 'safer' models.

RW

'Traffic in Villages - A Toolkit for Communities' - This is still to be reviewed by the Transport Committee.

RW/RW/CJ

24/12. Valley Parishes Alliance

The last meeting was 26th April (Cllr Batho could not attend). The next meeting is on 2nd July.

DB

Limpley Stoke/Freshford PCs Joint Neighbourhood Plan - plan in progress, funding received.

VPA/HA A36 Meeting 18th April – Cllr Batho circulated minutes to Parish Cllrs prior to PC meeting. VPA Chairman read out the PCs position regarding A36 speed limit scheme.

Consultations - Claverton (Cllrs Batho & Mackintosh) and Bathampton PCs preparing joint representation on B&NES 'Green Infrastructure Strategy' consultation (23rd April -18th May). Cllr Batho circulated draft representation prior to the PC meeting.

DB/MM

VPA website promotion - Prior to VPA meeting, Cllr Batho provided notes highlighting the disappointing number of visits to the site. It was agreed to increase promotion, e.g. by including PC website links to the VPA website (already exists on Claverton site),

Kennet & Avon Canal - Still awaiting British Waterways recommendations on neighbourhoods and enforcement.

25/12. Broadband Service

Cllr Sykes reported on his continuing dialogue with B&NES and BT regarding the 'Connecting Devon and Somerset Broadband' programme and other options to improve Claverton's broadband service. Thanks were given to Cllr Sykes for continuing to pursue this matter.

RS

26/12. Parish Council website

Cllr Beria to discuss with Melina Traub modifications to the internal filing set-up to make uploading documents easier and production of a revised user guide. AJG to arrange training.

AB
AJG

27/12. Diamond Jubilee

Cllr Jensen circulated a pre-meeting document regarding the provision of Jubilee commemorative paperweights to be purchased for the children in the village to mark the Queens Diamond Jubilee. It was agreed unanimously by vote in favour of the purchase of the paperweights at a cost of £137.71 plus VAT. Thanks were given to Cllr Jensen for arranging this.

CJ

28/12. Exchange of Information - None

The meeting closed at 9.50pm

Date of next Council meeting: Tuesday 10th July 2012

Future Council meetings:, Tuesday 11th September 2012, Tuesday 13th November 2012

Signed.....
Chairman, Claverton Parish Council

Date.....