

**Claverton Parish Council**  
**Minutes of Ordinary Meeting Held on 14th October 2015 at St Mary's Church**

**Present**

Councillors: Thomas Sheppard, Mark Mackintosh, Chris Jensen, Glennis Naylor, Richard Mould, Rodger Sykes and Anna Beria  
 Clerk: Lesley Watkinson  
 Other: Member of public

**Open Forum** - Member of public reported that foliage needs cutting back in Ferry Lane. Clerk to report to BNES to cut back and Councillor Mackintosh to call Robert Fear. Additionally member of public advised the Parish Council that a Geo Tech survey company was recently drilling holes at bottom of lane on behalf of Network Rail.

**Apologies for Absence** - None

**Declaration of Member Interests** - None

**Approve the minutes of the Ordinary Meeting of the Parish Council held on 9th September 2015.**

The minutes of the Ordinary Meeting of the Parish Council held on 9th September and Planning Minutes from Planning Meeting of 4th August 2015 were agreed as accurate and signed by the Chairmen.

	<b>Actions</b>
<p><b>Matters arising from the minutes</b></p> <p>None not otherwise covered in agenda.</p>	
<p><b>Receive and Discuss Correspondence</b></p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk. All relevant items covered by agenda.</p>	
<p><b>Financial Officer's Report</b></p> <p><b>Clerk circulated cash book in advance.</b> Clerk produced recent bank statement 29 Aug - 30 Sept 2015 for councillors to review and cheque book. All councillors present reviewed. No invoices presented for payment.</p> <p>At September Ordinary meeting clerk advised that invoice received from BT Openreach. As requested, the Clerk to contacted BT and advised that final billing was premature as Broadband project not yet complete. The clerk will requested a credit note. No response was received and Clerk has not received an acknowledgement from billing that invoice will not be chased. RS to follow up with be client stressing clerk must have official communication as a matter of urgency.</p>	

	Actions
<p><b>Receive Planning Committee Report and discuss planning matters including:</b></p> <p>The Planning Committee is keeping in touch with B&amp;NES planning and enforcement departments to keep abreast of their reviews of planning issues in the village.</p> <p><b>Thyme Barn</b> A Pegler (BNES Planning) apologised to Councillor Mackintosh. As part of review he has invited owners to comment. If no response soon, MM will request a face to face meeting</p> <p><b>15/03703/CLUE Orchard Fields of Application for a Certificate of Lawfulness</b> - Applicant obtained a Certificate of Lawfulness. PC dissatisfied with process as decision based on flimsy evidence. Parish Council resolved to write to Ward Councillor MM to draft a letter</p> <p><b>Basset Farm House - 15/04250/FUL - Internal and External Alterations</b> - Planning committee met before Ordinary meeting and decided to support application.</p> <p><b>15/02914/FUL - Conversion of former Piggery to Dwelling.</b> Planning permission obtained. Councillor Mackintosh advised the councillors that concerns of Planning Committee had been taken into account and that significant caveats attached to the permission.</p>	MM
<p><b>Broadband Project update</b></p> <p>Continuing to push BT to complete job.</p>	
<p><b>Village Maintenance</b></p> <p>Concern was expressed by members of PC regarding difficulty current contracted resource appeared to be having difficulty finding time to cover agreed activity. It was proposed that a back up solution be investigated should the time management issues continue.</p>	
<p><b>Transportation Update, including actions arising re Warleigh Weir</b></p> <p>Warleigh Weir meeting scheduled and cancelled. Cllounciioor Mould in process of updating wild swimming blogs.</p> <p>Park and Ride VPA participated in consultation and rejected all 3 options and the additional option proposed by Lib Dems.</p>	
<p><b>Review of Standing Orders</b></p> <p>Claverton Parish Council must update standing Orders. Clerk to report to November Ordinary Meeting. Will use Model Standing Orders</p>	LW
<p><b>Exchange of Information</b></p> <p>Current Parish Council website not currently mobile friendly and need to improve usability. Need to know what we want to achieve and get quote and put but aside money in next budget. AB will write to Melina</p> <p>Explore interest in a Claverton Private Group FaceBook Page. Clerk to ask Jo to assess interest in the newsletter.</p>	AB

The meeting closed at 9.05pm

Future Council Meetings: Wednesday 11th November 2015, Wednesday 13th January 2016

Signed .....

Date .....

Cllr Chris Jensen, Chairman, Claverton Parish Council

