

Claverton Parish Council
Minutes of Ordinary Meeting Held on 10th February 2016 at St Mary's Church

Present

Councillors: Anna Beria, Glennis Naylor, Rodger Sykes, Thomas Sheppard and Anna Beria
 Clerk: Lesley Watkinson
 Other: None

Open Forum - None

Apologies for Absence - Chris Jensen, Richard Mould

Declaration of Member Interests - None

Approve the minutes of the Ordinary Meeting of the Parish Council held on 13th January 2016

The minutes of the Ordinary Meeting of the Parish Council held on 13th January 2016 were agreed as accurate and signed by the Chair.

	Actions								
<p>Matters arising from the minutes</p> <p>Cllr Beria contacted contractor to confirm maintenance work agreed by councillors at January Ordinary Meeting.</p> <p>Cllr Jensen asked Mr J Blades and Hear Gardener at American Museum to come to Annual Parish Meeting and they have confirmed they will be delighted to attend and make a short presentation to the Parish. Cllrs agreed that the Annual Parish Meeting will take place on 11th May 2016. LW to confirm date with American Museum.</p> <p>Other matters arising will be addressed by agenda items.</p>	LW								
<p>Receive and Discuss Correspondence</p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.</p> <p>Cllrs discussed 22nd BNES Public Scrutiny meeting. Cllr Mackintosh and Cllr Beria to attend</p> <p>Clerk advised that local resident Mr Tony Parr asked for Claverton Parish Council help to repair the steps on the Claverton side of the Ferry steps Cllr Sheppard to ascertain responsibility for maintenance of steps.</p> <p>All other relevant items covered by agenda items.</p>	TS								
<p>Financial Officer's Report</p> <p>Clerk circulated cash book in advance. Clerk produced recent bank statement and cheque book for councillors to inspect.</p> <p>The following invoices were presented for payment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">BPT</td> <td style="width: 15%;">162</td> <td style="width: 60%;">Annual Renewal of Parish Council membership</td> <td style="width: 10%; text-align: right;">£15</td> </tr> <tr> <td>St Mary's</td> <td>163</td> <td>Contribution towards cost of WW1 Memorial Cabinet</td> <td style="text-align: right;">£600</td> </tr> </table> <p>Councillors reviewed 15/16 Budget against actual spending to date. Maintenance budget significantly underspent. Planned maintenance will be carried forward to 16/17.</p> <p>Councillors set 16/17 Budget: Income: Precept: £2,990, Grant £250 Total Income £3240. Expenditure: Staffing £750, Office admin £110, Publications £50, Audit Fees £100, Chairmans allowance £100, Training £200, Subscriptions £150, Grants/Donations £300, Newsletter £100, Website £1000, Events £200, Village maintenance £1500, Insurance £260, Entertainment and refreshments at APM £250. Total Expenditure £5,070</p>	BPT	162	Annual Renewal of Parish Council membership	£15	St Mary's	163	Contribution towards cost of WW1 Memorial Cabinet	£600	
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	Actions
<p>Receive Planning Committee Report and discuss planning matters including:</p> <p>The Planning Committee is keeping in touch with B&NES planning and enforcement departments to keep abreast of their reviews of planning issues in the village.</p> <p>Cllr Mackintosh to chase enforcement at Thyme Barn. No new applications.</p>	
<p>Broadband Project update</p> <p>Nothing to report.</p> <p>Feedback from external meeting</p> <p>Cllr Naylor attended University residents forum. Cllrs given a brief summary by cllr Naylor but no matters directly relating to residents of Claverton.</p> <p>Cllr Beria attended VPA meeting. Unanimous agreement of Parishes, apart from Hinton Charterhouse, to campaign against any proposal for link road. Will mount a campaign and sent aside budget for this purpose.</p>	
<p>Village Maintenance</p> <p>Cllr Beria spoke to contractor to refresh paint on kissing gate/railings, bench and refurbish notice board. Work will be carried out in 6 weeks.</p>	AB
<p>Transportation Update, including actions arising re Warleigh Weir</p> <p>MM will ask Network Rail what their design plans are for the proposed Railway Bridge. Residents have been updated via newsletter on information known at this stage.</p>	MM
<p>Parish Council Website</p> <p>Working party met and clerk discussed website maintenance and design with clerk. Cllr Mackintosh to update information. Agreed that website needs to be mobile enabled and general updating needed to make it more user friendly and to find key items - but not a 'root and branch' reform.</p> <p>User feedback to be requested via newsletter.</p>	MM/LW
<p>Exchange of Information</p> <p>None</p>	

The meeting closed at 8.15pm

Future Council Meetings: Wednesday 9th March, Wednesday 13th April

Signed Date

Cllr Chris Jensen, Chairman, Claverton Parish Council