

Claverton Parish Council
Minutes of Ordinary Meeting Held on 19th April 2018 at St Mary's Church

Present

Councillors: Richard Mould, Glennis Naylor, Mark Mackintosh, Rodger Sykes and Anna Beria
 Clerk: Lesley Watkinson
 Other: None

Open Forum - None

Apologies for Absence - VI Jensen

Declaration of Member Interests - None

Approve the minutes of the Ordinary Meeting of the Parish Council held on 14th March 2018.

The minutes of the Ordinary Meeting of the Parish Council held on 14th March 2018 were agreed as accurate and signed by the Chairman of Parish Council.

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| <p>Matters arising from the minutes</p> <p>Clerk and Councillor Mackintosh spoke to contractor and pressed that work to bus shelter needs to be completed as soon as possible.</p> <p>No significant update from Network Rail on installation level crossing lights and/or siren warnings .</p> | <p>LW</p> <p>MM</p> |
| <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>Councillor Naylor advised that a Parish resident raised some concerns about traffic issues, reflecting the issues raised in the NP questionnaire results. Cllr Naylor advised that the NP is a land-use planning document so cannot deal with traffic, speed, parking etc. However the PC were keen to acknowledge the local views expressed and that they would follow up where possible.</p> <p>Clerk advised Parish Councillors that preliminary work on Parish Council website is complete and asked councillors to review. Content needs to be updated.</p> <p>Clerk asked B&NES for update on verge cleaning from Dry Arch to Claverton. Work now complete</p> <p>On 15th March a Parish resident attended Bathavon North Forum as no Parish Councillors were available to attend. There was presentation was by Kelvin Packer - he used to just look after highways maintenance but now has a wider brief including transport policy. Parish Council were updated and expressed our gratitude to Mr Batho for attending.</p> <p>All other items covered elsewhere on agenda.</p> | |
| <p>Arrangements for Annual Parish Meeting</p> <p>Annual Parish meeting will take place on Wednesday 9th May at St Mary's at 7pm. PC not anticipating a high attendance as it is not long since the very well attended NP Open Meeting. Clerk to advertise meeting on FB page, on newsletter and will also ask Jo Potts to send out a reminder on the morning of 9th. Councillor Beria will buy wine and Clerk will buy soft drinks and snacks assuming an attendance of 20 people.</p> | <p>AB</p> <p>LW</p> |
| <p>Neighbourhood Plan update</p> <p>Councillors received and approved final Landscape Character Analysis, prepared by Novell Tullett.</p> <p>Councillor Jensen calculated the Grant underspend and Clerk sent a cheque to Groundwork for the amount owed. A further grant may be available for NP expenses incurred 18/19.</p> | |

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| <p>Financial Officer's Report</p> <p>At meeting, Clerk produced a recent bank statement, cash book and the cheque book for councillors to inspect. Also, at meeting Bill Howe was appointed Internal Auditor</p> <p>The following cheques were signed by two councillors in advance of meeting as the cheques needed to be cut before year end. The following invoices were therefore reviewed at the meeting:</p> <table border="0"> <tr> <td>195</td> <td>NP Expenses - St Mary's</td> <td>£240</td> </tr> <tr> <td>203</td> <td>NP Expenses - Hershel Museum</td> <td>£50</td> </tr> <tr> <td>197</td> <td>NP Expenses - Commission for Dark Skies</td> <td>£50</td> </tr> <tr> <td>198</td> <td>NP Expenses - I Ficker</td> <td>£147.97</td> </tr> <tr> <td>199</td> <td>NP Expenses - Traub</td> <td>£500</td> </tr> <tr> <td>200</td> <td>NP Expenses - Novell Tullet</td> <td>£4,456.02</td> </tr> <tr> <td>201</td> <td>NP Expenses - Vi Jensen</td> <td>£201.90</td> </tr> <tr> <td>202</td> <td>ALCA Membership</td> <td>£27.09</td> </tr> <tr> <td>204</td> <td>Groundwork UK grant underspend</td> <td>£848.44</td> </tr> </table> | 195 | NP Expenses - St Mary's | £240 | 203 | NP Expenses - Hershel Museum | £50 | 197 | NP Expenses - Commission for Dark Skies | £50 | 198 | NP Expenses - I Ficker | £147.97 | 199 | NP Expenses - Traub | £500 | 200 | NP Expenses - Novell Tullet | £4,456.02 | 201 | NP Expenses - Vi Jensen | £201.90 | 202 | ALCA Membership | £27.09 | 204 | Groundwork UK grant underspend | £848.44 | |
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| <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>Feedback from external meeting</p> <p>Councillors Beria and Naylor attended VPA Highways meeting. No report issued on severance study. Highways no longer have accident report forms, though the intention is that we will soon be able to report online. Councillor Beria also attended CPRE meeting. PC will consider joining CRPE. AB to investigate if there is a Parish Council membership.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Village Maintenance</p> <p>Clerk to follow up on crumbling road on Ferry Lane</p> <p>Cllr Mackintosh to research best practice litter signage and will consult with land owner at Warleigh Weir about litter management, signage and car parking.</p> <p>Councillor Beria will follow up a previous request to Highways whether is if possible to get double yellow lines at Claverton bus stops</p> | <p>LW</p> <p>MM</p> <p>AB</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Transportation Update (inc Warleigh Weir)</p> <p>Councillor Beria to ask Monkton Combe why there is traffic Monitoring on Trollopes Hill</p> <p>Parish Council had initial discussions on whether it is possible to apply for "Quiet Lane" status for Claverton Hill. Will look into.</p> | <p>AB</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Exchange of Information</p> <p>With effect from 12th June the Parish Council will meet on the second Tuesday of every month (instead of second Wednesday)</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

The meeting closed at 8.30 pm

Future Council Meetings: Wednesday 9th May 2018 - Annual Parish Meeting

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council