

Claverton Parish Council
Minutes of Ordinary Meeting Held on 8th May 2019 at St Mary's Church

Present:

Councillors: Anna Beria, Glennis Naylor, Vi Jensen and Martin Mitchell
 Clerk: Lesley Watkinson
 Other: Members of public

Election of Chairman

It was proposed that Cllr Beria be elected Chairman. All voted in favour. Cllr Beria appointed chairman.

Election of Vice Chairman

It was proposed that Cllr Mitchell be elected Vice Chairman. All voted in favour. Cllr Mitchell appointed vice chairman.

Cllr Beria and Mitchell signed letters of acceptance.

Appointment of Committees

The responsibilities and terms of reference for the planning committee that are already in place (as outlined in Standing Orders) are to be retained. The Planning Committee will comprise of: Cllrs Mackintosh (chairman), Naylor (with Beria as needed). As with previous years, no separate Transport Committee to be formed as all transport issues to be dealt with at Ordinary Meeting.

Open forum - None

Apologies for Absence - Rodger Sykes and Mark Mackintosh

Declaration of Member Interests - Declarations of Member's Interests signed by Cllrs Jensen, Mitchell and Beria. Clerk will add to website

Approve the minutes of the Ordinary Meeting of the Parish Council held on 10th April 2019.

The minutes of the Ordinary Meeting of the Parish Council held on 10th April 2019 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
<p>Matters arising from the minutes</p> <p>Jacque has volunteered to coordinate a village litter pick and will liaise with B&NES.</p> <p>Parish Councillors met with organisers of Warleigh Event 'All About Love'. Full notes of the meeting were prepared and circulated to all Village residents and other interested parties.</p> <p>Councillor Beria to draft a polite notice to owners of The Pillars as there has been considerable damage to grass verges by The Pillars due to construction work.</p>	AB
<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 Mitchell will write letter to Avon and Somerset Police and Crime Commissioner, Sue Mountstevens to outline Claverton Parish Council's concerns regarding policing boundary changes.</p> <p>Cllr Jensen intends to attend Parish On-Line training</p> <p>All other matters covered by agenda.</p>	MM VJ

	Actions
<p>Planning Report</p> <p>19/01865/FUL- Vineyards Farm - Proposed link extension</p> <p>In considering the application at Claverton Parish Council Ordinary Meeting on 8th May, the Parish Council took account of:</p> <ul style="list-style-type: none"> • Claverton Conservation Area • The Cotswolds AONB • Previous recent renovations on Vineyards Farm <p>The application involves the addition of a short (5.5 m) covered link/corridor between the main house and the dairy units (which are potential holiday rental units). The link will incorporate matching materials with a pitched tiled roof so as to complement the form of both the dairy as well as the farm house.</p> <p>The Parish Council felt that the proposed minor addition to the current site was acceptable and will enable the owner to make more use of the dairy units when they are not being rented. The Parish Council also noted that the previous build had been to a high standard and in keeping with the local building materials and in keeping with the aspects of the Claverton Conservation Area document.</p> <p>This corridor will not be visible from any other residences or local roads, and is considered, once built, to be unlikely to be distinguishable from the existing build on the site. It will also provide the property with additional access to both units, and create a courtyard feel to the area in front of the dairy unit.</p> <p>Claverton Planning Committee Decision: Support</p>	<p>LW to send response to planning</p>
<p>Financial Officer's Report and discuss 2018/19 Audit arrangements</p> <p>No invoices presented at meeting for payment.</p> <p>Clerk will prepare 2018/19 Audit Documentation which will be reviewed by our appointed Internal Auditor Mr W Howe before the next Ordinary meeting. Owing to financial transactions in relation to the broadband project, Claverton Parish Council will also be subject to an External audit for 2018/19 Financial year.</p>	
<p>Village Maintenance</p> <p>Clerk received information from B&NES that bonded gravel would be inappropriate for path. Clerk to investigate further.</p>	<p>LW</p>
<p>Transportation Update (inc Warleigh Weir)</p> <p>Clerk contacted Warleigh Event 'All About Love' organisers to ask if they have informed Highways of their intention to create parking off A36 as promised. Cllr Beria will write to Neil Winter, Highways, to ensure they are aware.</p> <p>Councillor Mitchell to Contact BNES Licensing to confirm route from campsite to the event site as there appears to be conflicting information. Claverton Parish Council will seek clarification in order to ensure safety.</p>	<p>LW/AB</p> <p>MM</p>
<p>Exchange of Information</p> <p>Clerk to ask Parish Councillors to update sections of the Claverton Parish Council website.</p>	<p>LW</p>

The meeting closed at 8.50pm

Future Council Meetings: Wednesday 12th June 2019 and Wednesday 10th July 2019

Signed Date
Cllr Anna Beria, Chairman, Claverton Parish Council