

Claverton Parish Council
Minutes of Ordinary Meeting Held on 13th March 2019 at St Mary's Church

Present:

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

Open forum - Mr Peter Dunn, representing Claverton Pumping Station, advised the Parish Council that the CRT had drawn up plans to build a car park at bottom of Ferry Lane. It is intended that the car park will be for staff and pre-booked visitor parking. Mr Dunn circulated copies of plans and gave brief overview. The councillors asked questions and expressed appreciation for Mr Dunn's presentation. However they were not able to comment on the plans at this stage. The Parish Council is a statutory consultee and the Planning committee will review through the normal process once the formal notice has been received from BANES.

A parish resident requested that residents be reminded that they need to remove over-hanging vegetation that obstructs footpath along A36 and/or obscures view from bus stop.

Parish residents expressed strong interest in a 'Village Litter Pick' to be organised by volunteers.

A parish resident reported that sign at top of Ferry Land is broken and requested that sign advising that there is no available parking in Ferry Land is moved down pole so it meets drivers' sight-line.

A parish resident expressed concern at what appears to be unauthorised construction on land beside Warleigh Island.

A parish resident reported that there has been considerable damage to grass verges by The Pillars during on-going construction work on the property.

Apologies for Absence - Richard Mould, Mark Mackintosh and Rodger Sykes

Declaration of Member Interests - None

Approve the minutes of the Ordinary Meeting of the Parish Council held on 13th February 2019.

The minutes of the Ordinary Meeting of the Parish Council held on 13th February 2019 were agreed as accurate and signed by the Chairman of Parish Council.

	Actions
<p>Matters arising from the minutes</p> <p>Councillor Mitchell received a reply to his letter to Chief Constable advising that our Neighbourhood team Sargeant will be in touch directly.</p> <p>Councillor Mackintosh and Beria to further review Draft Joint Local Transport Plan 4.</p> <p>Clerk asked Footpath Officer for a progress update on repair of village footpath and provided contact details for the adjoining landowner.</p> <p>Councillor Sykes followed up with Mr Palmer and received additional information on events at Weir.</p>	AB/MMAC
<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>Clerk advised Councillors of the actions required with regard to Parish Council Elections. Clerk to ensure that appropriate notices need to be published on website and Notice Board on Monday 18th March. Clerk to request copy of Electoral Roll.</p> <p>Councillors discussed an unsolicited email regarding Speed Watch cameras. It was decided that there was no benefit to Claverton.</p>	LW

	Actions												
<p>Financial Officer's Report and set 2019/20 Parish Budget.</p> <p>At the meeting, the cheque book and 2018/19 bank statements were made available for councillors to inspect. Clerk also forwarded councillors a copy of 2018/19 cash book in advance of meeting.</p> <p>The following invoices were presented at meeting for payment:</p> <table border="0"> <tr> <td>225</td> <td>ALCA subs</td> <td style="text-align: right;">£27.30</td> </tr> <tr> <td>226</td> <td>NP expenses - use of church</td> <td style="text-align: right;">£100</td> </tr> <tr> <td>227</td> <td>St Mary's NP expenses - receipted</td> <td style="text-align: right;">£51.67</td> </tr> <tr> <td>228</td> <td>Printer ink and office expenses (receipted)</td> <td style="text-align: right;">£94.97</td> </tr> </table>	225	ALCA subs	£27.30	226	NP expenses - use of church	£100	227	St Mary's NP expenses - receipted	£51.67	228	Printer ink and office expenses (receipted)	£94.97	
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<p>Neighbourhood Plan Update</p> <p>B&NES has completed the habitat regulations Assessment (HRA) Screening and the Strategic Environmental Assessment (SEA) Scoping report. They have now been circulated to the Environment Agency, Historic England and Natural England. The six-week timeframe for their responses ends on 5th April 2019. Once the comments have been received, we will then be in a position to submit our draft NP to B&NES. All of the documents will need to be available on the PC website at the start of the 6-week Regulation 16 Consultation. This will also include documents that have been referenced within the NP document. Following the consultation, the responses and the draft NP will go to the Public Examiner.</p> <p>Phase 2 of the Grant comes to an end on 31 March 2019. Although we may need to spend more money on the NP in the 2019/2020 period, we will not be able to apply for a further grant unless we can justify a minimum spend of £1,000. This is very unlikely to be the case and the Parish Council have agreed to cover any such costs.</p>													
<p>Set Date and Plan for Annual Parish Meeting</p> <p>Annual Parish Meeting will take place at 7pm 8th May and will be followed by an Ordinary Meeting of the Parish Council. The wine tasting evening at last year's meeting was successful and attracted a good turnout of residents. A similar event will be organised this year.</p>													
<p>Village Maintenance</p> <p>Clerk will ask, via Village Newsletter, for a volunteer from Parish to coordinate a village tidy-up. Clerk to confirm that BNES will provide equipment and collect litter.</p> <p>Clerk to report broken sign at top of Ferry Land to BNES via 'Fix My Street' and request adjustment for sign advising no available parking.</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>	<p>LW</p> <p>LW</p> <p>AB</p>												
<p>Reports from External Meetings</p> <p>Councillor Naylor attended University residents meeting and updated councillors. Not many issues affecting Claverton directly. However residents should note that next Open Days are scheduled for 20-21 June.</p>													
<p>Parish Council Website</p> <p>Clerk to follow up with Rhian Mackintosh to schedule website training.</p>	LW												

	Actions
<p>Transportation Update (inc Warleigh Weir)</p> <p>The All About Love event has been extended by one day. Clark to advise Bathford Parish Council and N Shire, Licensing B&NES</p> <p>Clerk advised councillors that she has spoken to Mr Shire, B&NES. He confirmed that B&NES have concerns about "All About Love" event proposed at Weir. Mr Shire is aware of the issues that Claverton councillors and residents have. Mr Shire is in process of setting up meeting with the Event Organiser, the Police and Network Rail.</p> <p>The Parish Council still intend to meet with organiser of "All About Love" event before the next Parish Council Meeting. Two proposed meetings have been postponed by event organiser.</p> <p>Councillor Mackintosh to take a look at potential unauthorised construction near Warleigh Island to establish if Planning Committee need to speak to Landowner (and B&NES)</p>	<p>LW</p> <p>MMAC</p>
<p>Exchange of Information</p> <p>Clerk and Councillor Jensen are holding a large number of Parish Council documentation. Clerk to assess documents stored and confirm if Bath Archive will store.</p>	

The meeting closed at 8.50pm

Future Council Meetings: Wednesday 10th April 2019 - Ordinary Meeting and Wednesday 8th May 2019, Ordinary Meeting and Annual Parish Meeting.

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council