

Claverton Parish Council
Minutes of Ordinary Meeting Held on 12th June 2019 at St Mary's Church

Present:

Councillors: Anna Beria, Glennis Naylor, Vi Jensen and Rodger Sykes
 Clerk: Lesley Watkinson
 Other: None

Open forum - None

Apologies for Absence - Mark Mackintosh and Martin Mitchell

Declaration of Member Interests - Declarations of Member's Interests form signed by Cllr Naylor. Clerk will add to website.

Approve the minutes of the Ordinary Meeting of the Parish Council held on 8th May 2019.

The minutes of the Ordinary Meeting of the Parish Council held on 8th May 2019 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
<p>Matters arising from the minutes</p> <p>Clerk prepared 2018/19 Audit Documentation which was reviewed by the appointed Internal Auditor, Mr W Howe.</p> <p>Councillors agreed that previously reported damage to verges at bottom of Claverton Hill was now less apparent. Councillors will review situation when building work complete.</p> <p>Councillor Mitchell wrote letter to Avon and Somerset Police and Crime Commissioner, Sue Mountstevens to outline Claverton Parish Council's concerns regarding beat boundary changes.</p> <p>Clerk sent Parish Council's response to BNES Planning regarding 19/01865/FUL- Vineyards Farm.</p> <p>Cllr Beria contacted Gareth Price (Highways - SW third party event management) to ensure Highways were aware of All About Love Festival and that they were satisfied that vehicles could enter and exit site safely.</p> <p>Councillors Jensen, Beria and Naylor volunteered to update sections of the Claverton Parish Council website.</p>	<p>AB/VJ/ GN</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>Dark Skies presentation prepared by a village resident is available on the Parish Council Website as part of Neighbourhood Pan back-up documentation. Councillors agreed that dark skies information leaflet will be included in a future welcome pack.</p> <p>Clerk received correspondence regarding the issue of Airbnbs in the village and the impact on residents. It seems B&NES has little guidance on this. Councillor Mackintosh we will raise matter with the new ward councillors when they are properly embedded in their roles.</p> <p>Councillor Mitchell advised that a dead sheep was buried at Warleigh Island. Clerk to advise landowner that he should contact Environmental Heath.</p> <p>All other matters covered by agenda.</p>	<p>MMAC</p> <p>LW</p>

	Actions															
<p>Neighbourhood plan update</p> <p>The Draft Claverton Neighbourhood Plan has been submitted to Bath & North East Somerset Council by Claverton Parish Council. There is now a publicity period when the can make representations on the draft before it is submitted to an Independent Examiner. The publicity period during which representations can be made runs from: 24th May - 5th July 2019 at 5pm. Comments received at this stage will be passed directly to an Independent Examiner for their consideration. All comments received will also be published on B&NES website at the end of the consultation period.</p>																
<p>Planning Committee report</p> <p>No update</p>																
<p>Broadband Update</p> <p>Councillor Sykes understand that the project has completed. He will confirm with BT and inform councillors and residents who contributed.</p>	RS															
<p>Village Maintenance</p> <p>In response to correspondence form B&NES footpaths department and B&NES contractors, Councillors agreed that bonded gravel would not be an appropriate choice to resurface the footpath leading from village to bus shelter. Clerk to confirm to BNES that they should proceed with their planned tarmac resurfacing of footpath.</p>	LW															
<p>Reports and Feedback from External Meeting</p> <p>Councillor Beria attended a CRT led K&A user group meeting. The main discussion was around the proposed project to improve the user experience of the Western end of the K&A (Bath to Bradford on Avon). Whilst the proposals around a cleaner towpath, out of hours contacts, another review of short term moorings and some form of canal watch scheme were welcome, the project is at an early stage and there is much to be worked through. There will be another meeting in autumn and Claverton Parish Council intend to send a representative. Avon and Somerset Police have appointed PCSO Paul Childs to have responsibility for the canal and river across the area paulchilds@avonandsomerset.police.uk or via 101 quoting PCSO 6276.</p> <p>Councillors Beria attended VPA AGM. There will be a rotating Chair as no-one is able to make a commitment to be Chair. Councillor Beria is the VPA representative at CRT meetings. There is a new email address for reporting problems on A36 (including near misses where police are not involved) southwestenquiries@highwaysengland.co.uk. Councillor Beria to circulate minutes when they are finalised.</p>	AB															
<p>Receive Financial Officer's report and Approve Section 1 Annual Governance Statement 2018/19</p> <p>Clerk asked all Councillors to review current cheque book and the 2019/20 cashbook and bank reconciliation, which were circulated in advance of ordinary meeting. The following invoices/receipts were inspected and approved by the councillors and cheques signed.</p> <table border="0"> <tbody> <tr> <td>230</td> <td>Quarterly payment to R Mackintosh for Website update</td> <td>£50</td> </tr> <tr> <td>231</td> <td>BPT Membership</td> <td>£20</td> </tr> <tr> <td>232</td> <td>Reimbursement to Clerk (APM refreshment)</td> <td>£42.50</td> </tr> <tr> <td>233</td> <td>St Mary's for use of church</td> <td>£350</td> </tr> <tr> <td>234</td> <td>Cllr Beria Reimbursement (APM refreshment)</td> <td>£74.50</td> </tr> </tbody> </table> <p>Councillors approved Section 1 Annual Governance Statement 2018/19.</p> <p>Clerk to arrange publication of Section1 Annual Governance Statement 2018/19 on Claverton Parish Council website and village noticeboard.</p>	230	Quarterly payment to R Mackintosh for Website update	£50	231	BPT Membership	£20	232	Reimbursement to Clerk (APM refreshment)	£42.50	233	St Mary's for use of church	£350	234	Cllr Beria Reimbursement (APM refreshment)	£74.50	LW
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	Actions
<p>Approve Section 2 Accounting Statement 2018/19</p> <p>After approving Annual Governance Statement, Councillors approved Section 2 Accounting Statement 2018/19.</p> <p>Councillors reviewed period for provision of public rights, bank reconciliation and explanation of significant variances.</p> <p>Clerk to arrange publication of Section 2 Accounting Statement 2018/19 on Claverton Parish Council website and village noticeboard.</p> <p>Clerk to send completed AGAR Part 3 and related documents to external auditor.</p>	<p>LW</p> <p>LW</p>
<p>Transportation Update (inc Warleigh Weir)</p> <p>It was noted that the recent "All About Love" festival caused little or no disturbance to residents of Parish of Claverton. Clerk to contact B&NES Licensing to get feedback on lessons learned as their may be other events planned in the future. If signage along A36 is not removed within a week, Councillor Beria will contact the event organisers.</p>	<p>LW/AB</p>
<p>Exchange of Information</p> <p>None.</p>	

The meeting closed at 9.25pm

Future Council Meetings: Wednesday 10th July 2019 and Wednesday 11th September. No meeting in August.

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council