

**Claverton Parish Council**  
**Minutes of Ordinary Meeting Held on 8th January 2020 at St Mary's Church**

**Present:**

Councillors: Anna Beria, Glennis Naylor, Mark Mackintosh, Rodger Sykes and Martin Mitchell  
 Clerk: Lesley Watkinson  
 Other: Ward councillor, Neil Butters. No other members of public

**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 13th November 2019.**

The minutes of the Ordinary Meeting of the Parish Council held on 13th November 2019 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	<b>Actions</b>
<p><b>Matters arising from the minutes</b></p> <p>Parish Council website requires updating. Work divided between Parish Councillors and clerk. Councillors working to update.</p> <p>Councillor Naylor and Councillor Beria will start work to produce a village welcome pack</p> <p>Councillor Mitchell confirmed that a speed watch at Claverton is not possible as the scheme is not appropriate for A36.</p> <p>Councillor Jensen arranged for the Information Statement and Referendum Version of the Neighbourhood Plan to be placed for public inspection in St Mary's Church. Councillor Jensen put information in village newsletter and Claverton Facebook page.</p> <p>Councillor Mackintosh informed neighbours of adjacent properties to 19/01874/FUL so they can comment if they wish to do so.</p> <p>Clerk confirmed that neighbours are automatically informed by BNES of applications for planning permission.</p> <p>Councillor Beria will continue to follow up with Neil Winter regarding cracks on retaining walls along A36. It is not clear who has responsibility to repair. Also, Councillor Mackintosh will check boundary with M Laker, on-line maps.</p> <p>Councillor Mackintosh advised University that large vehicles from construction site are coming down Claverton Hill.</p>	<p>All</p> <p>GN/AB</p> <p>AB/MMC</p>
<p><b>Receive and Discuss Correspondence</b></p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.</p> <p>Councillor Beria highlighted a meeting 'B&amp;NES/Uni Collaboration: Our shared future' which she will endeavour to attend.</p> <p>All other matters covered by agenda.</p>	

	<b>Actions</b>
<p><b>Neighbourhood plan update</b></p> <p>The Neighbourhood Plan Referendum took place on Thursday 12 December. The count took place on Friday 13th December which the Clerk, Councillor Jensen and Councillor Naylor attended. Voters were asked, "Do you want Bath &amp; North East Somerset Council to use the neighbourhood plan for Claverton to help it decide planning applications in the neighbourhood area". 71 voted yes, 5 voted no. (Electorate:102, Ballot papers issued: 76, Turnout: 74.5%). Plan to be ratified at B&amp;NES Cabinet Meeting in January, which will complete the Neighbourhood Plan process.</p>	
<p><b>Planning Committee report</b></p> <p>Councillors Beria and Mackintosh were approached by Ward Councillor Butters regarding planning application 19/01874/FUL (Equestrian development). Plot for development not within Claverton boundary, but adjoins properties within Claverton. Councillor Mackintosh will speak to owners of Keepers Cottage and Vineyards Farm to fully understand current status with a view comment if appropriate.</p>	MMC
	MMC
	MMC
<p><b>Receive Financial Officer's report</b></p> <p>At the meeting, the cheque book and 2019/20 bank statements were made available for councillors to inspect. Clerk forwarded councillors a copy of 2019/20 cash book in advance of meeting.</p> <p>No new invoices were presented at meeting for payment, however a cheque was issued to R Mackintosh to replace a lost cheque.</p> <p>The Parish councillors agreed the Parish Precept Requirements for 2020/21. It was agreed to set the following precept for the 2020/21 financial year, £2,500 (reduced from 2019/20 £2,970) as the Parish Council have significant reserves.</p>	
<p><b>Transportation Update (inc Warleigh Weir)</b></p> <p>It was noted that bus stop sign has been damaged and has been reported to B&amp;NES by a Parish resident.</p> <p>Councillor Skyes spotted some fly-tipping and there is also report of damaged signage. Clerk requested photos and location details. Once received, Clerk will report to B&amp;NES.</p>	RS/MMC
<p><b>Exchange of Information</b></p> <p>Councillor Mitchell offered apologies for February Ordinary Meeting.</p>	

The meeting closed at 8.30pm

Future Council Meetings: Wednesday 12th February 2020 and Wednesday 11th March 2020.

Signed ..... Date .....

Cllr Anna Beria, Chairman, Claverton Parish Council