

Claverton Parish Council
Minutes of Annual Meeting of the Council held on 9th June 2021 at St Mary's, Claverton

Present:

Councillors: Anna Beria, Mark Mackintosh, Glennis Naylor, Julian Stirling, Sarah Shore and Vi Jensen

Clerk: Lesley Watkinson

Other: Member of public

Open forum - Member of public present continues to monitor developments in transport policies affecting our area and suggested the Claverton Parish Council ask the VPA to submit a further response in time for the completion date of the Transport Plan. Member of public asked Parish Council to focus on averting the possibility of a Link Road/Relief Road being retained as a viable solution to Bath's traffic problems.

Apologies for Absence - Martin Mitchell

Declaration of Member Interests - None

Approve the minutes of the Ordinary Meeting of the Parish Council held on 5th May 2021.

The minutes of the Ordinary Meeting of the Parish Council held on 5th May 2021 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
Matters arising from the minutes	
Parish Council website is being updated. Work divided between Parish Councillors and Clerk. Councillors working to update.	All
Clerk to obtain a valuation quote for bus shelter for insurance purposes. Still awaiting reply.	LW
Clerk sent Councillors Mitchell, Jensen, Shore and Stirling information and firms to be added as signatories to Barclays Parish Council bank account.	LW
Receive and Discuss Correspondence	
All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.	
Councillor Jensen to submit comments to the Local Plan Partial Update to Policy GB2 and proposed infill boundaries.	VJ
Councillor Mitchell has allied to become a board member at Cotswolds National Landscape Board.	
Councillor Stirling is trying to arrange a meeting with Mark Evans (CRT)	JS
All other matters covered by agenda items.	

	Actions						
<p>Receive Financial Officer's report</p> <p>At the meeting, the 2020/21 bank cashbook was shared for councillors to inspect. Councillors reviewed Annual Internal Audit Report 2020/21 prepared by Mr W Howe.</p> <p>Councillors declared Claverton Parish Council exempt from limited assurance review as Claverton Parish Council is a smaller authority where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2021. Parish Council signed Certificate of Exemption - AGAR 2019/20 Part 2.</p> <p>Councillors approved Section 1 - Annual Governance Statement 2020/21 for Claverton Parish Council.</p> <p>Councillors approved Section 2 - Accounting Statements 2020/21 for Claverton Parish Council.</p> <p>Additionally Councillors reviewed: the analysis of variances , the bank reconciliation and the notice of the period for the exercise of public rights. Clerk to ensure that all audit documents are displayed on the Village Notice Board and available on the Parish Council Website in line with the regulations.</p> <p>The following invoice was presented for payment at meeting:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">258 John Beresford (grit bins completion)</td> <td style="text-align: right;">917.98</td> </tr> <tr> <td>259 Clerk (receipted AGM expenses)</td> <td style="text-align: right;">67.21</td> </tr> <tr> <td>260 CPRE membership</td> <td style="text-align: right;">36.00</td> </tr> </table>	258 John Beresford (grit bins completion)	917.98	259 Clerk (receipted AGM expenses)	67.21	260 CPRE membership	36.00	<p>Clerk to send certificate to PFK Littlejohn</p> <p>Clerk</p>
258 John Beresford (grit bins completion)	917.98						
259 Clerk (receipted AGM expenses)	67.21						
260 CPRE membership	36.00						
<p>Village Maintenance</p> <p>Councillors agreed to fund the refurbishment of the village noticeboard. The backboard will be replaced and it will be completely refurbished at an estimated cost of £205 by Mr J Beresford. Refurbishment work will not begin before the end of the notice of the period for the exercise of public rights.</p>	<p>Clerk to instruct contractor</p>						
<p>Transport update, including actions re Warleigh Weir</p> <p>Councillor Beria will forward Action Plan to all the VPA representatives to read together with a useful chronology (1985-2021) outlining the history of the Link Road. These documents will assist the VPA in drafting their response to the second B&NES consultation (expected summer 2021) on the 'Transport Delivery Plan for Bath'.</p> <p>Clerk to contact First Bus to request reinstatement of D1 half hourly service.</p>	<p>AB</p> <p>Clerk</p>						
<p>Exchange of Information</p> <p>None</p>							

The meeting closed at 8.45pm

Future Council Meeting: Wednesday 14th July 2021, Wednesday 8th September 2021

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council