

Claverton Parish Council
Minutes of Ordinary Meeting Held on 10th February 2020 (via Zoom)

Present:

Councillors: Anna Beria, Martin Mitchell, Glennis Naylor, Mark Mackintosh, Julian Stirling and Vi Jensen
 Clerk: Lesley Watkinson
 Other: Ward Councillor, Neil Butters

Open forum - None

Apologies for Absence - None

Declaration of Member Interests - None

Co-opt Dr Julian Stirling onto Parish Council - Following the publication of Notice of a Casual Vacancy (dated Monday 18 January) Dr Julian Stirling was co-opted onto Claverton Parish Council (proposed by Councillor Beria and seconded by Councillor Mitchell). Councillor Stirling will be sent the Declaration of Acceptance of Office and Register of Members Interest forms via email. He will sign electronically and return documents to the Clerk.

Approve the minutes of the Ordinary Meeting of the Parish Council held on 13th January 2021.

The minutes of the Ordinary Meeting of the Parish Council held on 13th January 2021 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
<p>Matters arising from the minutes</p> <p>Parish Council website is being updated. Work divided between Parish Councillors and Clerk. Councillors working to update, including review of policy on website accessibility. Councillor Mackintosh will coordinate feedback on Warleigh Weir information on the website. Info on Neighbourhood Plan will be thinned out and attention given to history section</p> <p>Councillor Jensen prepared a draft Claverton Parish Council Risk Management Assessment.</p> <p>Councillor Beria instructed chosen contractor to make two grit bin covers and reinforce third according to agreed specifications.</p> <p>Councillors Mackintosh and Stirling to attempt repair of Village salt spreader</p> <p>Clerk sent Parish Precept Requirements for 2021/2022 to B&NES Finance.</p> <p>Clerk to contact B&NES to repaint double yellow lines and repair potholes in Ferry Lane. Clerk also to ask Parking Enforcement team to patrol Ferry Lane outside peak swimming season as there is significant illegal parking all year round.</p>	<p>All MM</p> <p>MM/JS</p> <p>LW</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>Councillor Mitchell corresponded with Highways regarding replacement of missing/damaged bollards on A36 . Highways not minded to action at this time</p> <p>All other matters covered by agenda items.</p>	
<p>Receive Financial Officer's report and set 21/22 Parish Budget</p> <p>Parish councillors sent 21/22 budget. Income: Precept: £2,500 Expenditure: Staffing £750, Office admin £60, Publications £50, Audit Fees £200, Chairman's allowance £100, Training £200, Subscriptions £200, Grants/Donations £350, Newsletter £50, Website £500, Events £400, Village maintenance £2,000, Insurance £300, Entertainment and refreshments at APM £300.</p> <p>Review of Capital Reserves postponed to March Ordinary meeting pending costing information.</p>	

	Actions
<p>Reports and feedback from external meetings</p> <p>Councillor Beria attended a CRT user forum and updated Councillors.</p>	
<p>Receive Planning Committee Report and discuss planning matters: 21/00249/LBA - Consultation Request and 21/00248/FUL - Consultation Request</p> <p>Claverton Parish Council has reviewed the proposed roof works and supports the works as described which will address the apparent issues with rainwater ingress through the roof and also improve the appearance of the rear elevation. The Parish Council cannot comment on the listed building aspects of this application, but do consider that there will be essentially no change to the appearance of the property (other than the change from concrete to double roman tiles on the rear elevation). Claverton Parish Council support the applications.</p>	
<p>Approve Risk Policy and Risk register document</p> <p>Councillors approved Risk Policy and Risk Register and agreed to conduct a visual inspection of assets every Spring.</p> <p>Clerk to obtain a quote for replacing bus shelter for valuation purposes.</p>	LW
<p>Village Maintenance and Transportation</p> <p>Clerk to follow up with B&NES with regard to repainting the double yellow lines and parking enforcement in Ferry Lane. Councillor Stirling to follow up with CRT with regard to damages/removed bollards at Ferry Lane.</p>	LW/JS
<p>Exchange of Information</p> <p>Councillor Stirling agreed to be the Claverton Parish Councillor who liaises with the CRT.</p>	

The meeting closed at 9pm

Future Council Meeting: Wednesday 10th March 2021, Wednesday 14th April 2021

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council