Claverton Parish Council Minutes of Annual Meeting of the Council held on 8th June 2022 at St Mary's, Claverton

Present:

Councillors:Anna Beria, Martin Mitchell, Julian Stirling, Mark Mackintosh, and Vi JensenClerk:Lesley WatkinsonOther:No members of public

1. Open forum - None

2. Apologies for Absence - Sarah Shore and Glennis Naylor

3. Declaration of Member Interests - None

4. Approve the minutes of the Ordinary Meeting of the Parish Council held on 11th May 2022.

The minutes of the Ordinary Meeting of the Parish Council held on 11th May 2022 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
5. Matters arising from the minutes	
Councillor Mackintosh will continue to investigate the potential for a solar powered bus informa- tion board on the bus shelter.	MM
Clerk contacted BNES Planning regarding potential development on Limekiln Lane.	
Barclays approved new mandates. Councillors Mitchell, Jensen and Shore are approved as Par- ish Council bank account signatories.	
Councillor Jensen advised that the Village defibrillator has arrived. Councillors Jensen will arrange a training evening (at a cost of \pounds 175) for anyone in the village who expresses interest. Clerk and Councillor Jensen are the registered contacts.	VJ
6. Financial Officers report.	
At the meeting, the 2021/22 bank cashbook was shared for councillors to inspect. Councillors reviewed Annual Internal Audit Report 2021/22 prepared by Mr W Howe. Additionally, Councillors reviewed: the cheque book, 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. Clerk will also send appropriate documentation to external auditor.	Clerk
Councillors declared Claverton Parish Council exempt from limited assurance review as Claver- ton 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 2022. Parish Council signed Cer- tificate of Exemption - AGAR 2021/22 Part 2.	
Councillors approved Section 1 - Annual Governance Statement 2021/22 for Claverton Parish Council.	
Councillors approved Section 2 - Accounting Statements 2021/22 for Claverton Parish Council.	
The following invoice was presented for payment at meeting:271 Lesley Watkinson (reimbursement for food at Annual Parish Meeting)£83.00	

	Actions
7. Correspondence File	
All correspondence relating to Claverton has been circulated to the councillors in advance by the Clerk.	
University of Bath undertook a Light Survey on 30th May. Clerk to contact University and ask for copy of report when it is available.	Clerk
A local resident expressed concern regarding the recent verge cutting along the A36 disturbing a wildlife corridor. It is assumed that the work was undertaken by National Highways. Councillor Beria advised that main concern of National Highways is safety and passed on information in how to complain and give feedback.	
Councillor Beria will renew claverton.link domain name for future reporting	AB
8.Reports and feedback from external meetings.	
None	
9. Village Maintenance	
At the request of the Parish Council, Mr John Beresford inspected the two Village Benches. He advised that they are both in a reasonable state and do not require rebuilding. He proposed to thoroughly clean and sand all parts to remove existing flaky finish and expose the fresh timber , followed by two coats of external hardwax oil. He estimated the work to be one full day per bench (@£30p/hr), and will install two new fixing points into the concrete. He quoted £527.95 (of which £480 is labour) to complete the work. Parish Council approved quote ant Clerk will Contact Mr Beresford to undertake the work at his earliest convenience.	Clerk
	VJ/Clerk
11. Transportation up-date, including actions arising re Warleigh Weir	
None	
12. Exchange of Information	
Councillor Jensen will ask American Museum if and how they will monitor noise at their upcoming July Festival.	

The meeting closed at 8.10pm

Future Council Meetings: Wednesday 14th September 2022, Wednesday 12th October 2022

Signed Date Cllr Anna Beria, Chairman, Claverton Parish Council