

Claverton Parish Council
Minutes of Annual Meeting of the Council held on 10th May 2023 at St Mary's, Claverton

Present:

Councillors: Anna Beria, Martin Mitchell, Glennis Naylor, Julian Stirling, Mark Mackintosh and Sarah Shore
 Clerk: Lesley Watkinson
 Other: One members of public

1. Election of Chairman

It was proposed that Cllr Beria be elected Chairman. All voted in favour. Cllr Anna Beria appointed chairman.

2. Election of Vice Chairman

It was proposed that Cllr Mitchell be elected Vice Chairman. All voted in favour. Cllr Martin Mitchell appointed vice chairman.

3. All Councillors signed letters of acceptance of office.

4. Appointment of Committees

It was proposed to retain the Planning Committee and confirmed that the existing responsibilities and terms of reference (as outlined in Standing Orders) are to be retained. The Planning Committee will comprise: Cllrs Mackintosh (chairman) and Naylor (with Beria, and Mitchell as needed). As with previous years, there will be no separate Transport Committee as all transport issues to be dealt with at Ordinary Meeting.

5. Open forum - None

6. Apologies for Absence - None

7. Declaration of Member Interests - None

8. Approve the minutes of the Ordinary Meeting of the Parish Council held on 12th April 2023.

The minutes of the Ordinary Meeting of the Parish Council held on 12th April 2023 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
9. Matters arising from the minutes	
Councillor Mackintosh will continue to investigate the potential for a solar powered bus information board on the bus shelter and should have update at June Ordinary meeting.	MMac
Councillor Shore had useful conversation with Paula Freeland, the Planning and Conservation-Team Manager at B&NES, regarding changes to listed buildings regulations and updated the Parish Councillors.	
Councillor Beria contacted the B&NES Emergency Alerts Team in respect of PC's responsibility to seek guidance and possible examples of other small PC's emergency response plans. Advice has been received and Councillors Beria and Mackintosh will prepare a plan once Clerk has confirmed with Rev J Frith that St Mary's can be nominated as a "place of safety" in the plan.	LW/AB/ MMac
Councillor Mitchell had alerted Mr J. Palmer about the potential risks relating to the current state of Ferry Steps but has not had any response to date. Councillor Stirling contacted CRT to ask for surveyor to look at the Steps. CRT responded that they have no responsibility to act on this matter. Clerk will contact B&NES Building Inspectorate.	LW
Clerk to write to Wessex Water and/or the American Museum regarding overflowing drains on Claverton Hill, after obtaining further information from local residents with knowledge of the issue.	LW
Roadworks on A36 are complete and signage has been removed.	
Councillor Shore finalised arrangements with speaker, Mr Mark Humphries for the Annual Parish Council and designed and invitation to the Parish. Councillor Beria arranged wine for evening and Clerk arranged food and non-alcoholic drinks.	

	Actions
<p>10. 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 Beria has obtained information and advice from B&NES regarding dealing with fly-tipping on private land has shared with local landowner and Clerk.</p> <p>A concerned resident has contacted the Parish Council regarding the poor state of the grass verge along A36 (opposite Ferry Lane). All councillors acknowledged that the verge has been severely damaged over time by parked vehicles. Suggestions of tree planting and hard matting are unlikely to be a viable solution, but Cllr Beria would contact NH to highlight the issue. It was agreed that any remedial intervention would have to be postponed until after the bathing season, when Councillors will review the situation.</p>	AB
<p>12. Exchange of Information</p> <p>None</p>	

The meeting closed at 6.50pm (in advance of Annual Parish Meeting at 7pm)

Future Council Meetings: Wednesday 13th June 2022, Wednesday 12th July

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council