

Claverton Parish Council
Minutes of Ordinary Meeting of the Council held on 12th April 2023 at St Mary's, Claverton

Present:

Councillors: Anna Beria, Martin Mitchell, Vi Jensen, Glennis Naylor, Julian Stirling and Sarah Shore

Clerk: Vi Jensen (acting clerk)

Other: Ward Councillor Neil Butters

1. **Open forum** - No comments

2. **Apologies for Absence** - Mark Mackintosh and Lesley Watkinson

3. **Declaration of Member Interests** - Councillor Stirling declared an interest re agenda item 12 and will take no part in discussion or decision making.

4. **Approve the minutes of the Ordinary Meeting of the Parish Council held on 8th March 2023.**

The minutes of the Ordinary Meeting of the Parish Council held on 8 March 2023 were agreed as accurate and signed by the Chair of Parish Council, Councillor Anna Beria.

	Actions
<p>5. Matters arising from the minutes</p> <p>Councillor Mackintosh will continue to investigate the possibility to install a solar powered bus information board on the bus shelter. Delay due to potential supplier's reorganisation.</p> <p>The VPA refund of £267.84 has now been received</p> <p>Councillor Shore to contact Paula Freeland, BNES.</p>	<p>M Mackintosh</p> <p>S Shore</p>
<p>6. Correspondence File</p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the Clerk.</p> <p>In addition to the circulated correspondence file, a further two items of correspondence were circulated: B&NES Emergency Alerts request and a letter from the Claverton Pumping Station trust. The Council's request for Parish Councils to draw up an emergency plan was briefly discussed. Councillor Beria to contact 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.</p> <p>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 to contact CRT to ask for surveyor to look at the Steps. Councillor Butters suggested B&NES Building Inspectorate (Phil Mansfield) should also be contacted and the landowner notified.</p> <p>Overflowing drains on Claverton Hill - Councillor Beria to liaise with Clerk and write to Wessex Water.</p> <p>Councillor Beria to contact Highways to enquire if roadworks on A36 are complete and if so, when clearing of remaining signage following the work could be expected.</p> <p>All other items covered on the agenda.</p>	<p>A Beria</p> <p>J Stirling and Clerk</p> <p>Clerk and A Beria</p> <p>A Beria</p>
<p>7. Feedback from External Meetings</p> <p>None</p>	

	Actions
<p>8. Receive Financial Officer's report and appoint auditor</p> <p>The Clerk continues to try to resolve the various issues with Barclays and their Compliance Review. It is recognised that this has caused the Clerk unnecessary stress through no fault of hers. It was agreed that once the Compliance Review has been completed, the PC will raise a formal complaint to Barclays.</p> <p>Following cheque presented for payment: 283 ALCA 2023/24 Subscription £66</p> <p>Following cheque drawn prior to the end of previous financial year end to reimburse V Jensen for printing of the Claverton Booklet to celebrate the Queen's Platinum Jubilee 282 V Jensen reimbursement £564</p> <p>Mr Robert Clift was appointed as Internal Auditor for the 2022/23 accounts.</p>	
<p>9. Set date and finalise plans for Annual Parish Meeting</p> <p>The Annual Parish Meeting will take place on Wednesday 10th May at St Mary's at 7pm. It will be preceded by the Annual Meeting of the Parish Council at 6pm. Councillor Shore will liaise with speaker, Mr Mark Humphries. Councillor Beria to arrange wine for evening and Clerk to arrange food and non-alcoholic drinks.</p>	Clerk, Shore and Beria
<p>10. Planning Report</p> <p>It was noted that the University of Bath has provided revised information in support of their recent planning application.</p> <p>Councillor Stirling advised that CRT now required to make a formal planning application re installation of crane.</p>	
<p>11. Parish Coronation celebrations</p> <p>B&NES have approved the proposed closure of School Place from the A36 to its junction with Claverton Hill. Based on current plans, it is unlikely that it will be necessary to close the road. It was agreed to contribute up to £250 towards the village celebrations of the King's Coronation.</p>	
<p>12. Donation to Claverton Pumping Station</p> <p>It was agreed to donate £500 to Claverton Pumping Station Trust under Sec 137 discretionary powers, towards essential repairs to the cast iron machinery estimated to cost £10,000 in total. £500 had been included in the 2023/24 budget for discretionary expenditure. The donation is subject to a satisfactory audit of the Claverton Pumping Station Trust accounts.</p>	
<p>13. Perform annual review of Claverton Parish Council Financial Regulations</p> <p>To be carried over to June Meeting</p>	
<p>14. Exchange of Information</p> <p>None</p>	

The meeting closed at 8.10pm

Future Council Meetings: Wednesday 10th May 2023, Wednesday 14th June 2023

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council