

Claverton Parish Council
Minutes of Ordinary Meeting of the Council held on 8th March 2023 at St Mary's Vestry, Claverton

Present:

Councillors: Anna Beria, Martin Mitchell, Vi Jensen, Mark Mackintosh and Sarah Shore

Clerk: Lesley Watkinson

Other: None

1. **Open forum** - No comments

2. **Apologies for Absence** - Glennis Naylor and Julian Stirling

3. **Declaration of Member Interests** - None

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

The minutes of the Ordinary Meeting of the Parish Council held on 8th February 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>B&NES Planning Enforcement confirmed they are not currently taking any enforcement action re development on Limekiln Lane. Councillor Mackintosh will prepare a letter to send to property owner seeking clarification on development.</p> <p>Councillor Beria followed up with Ian Berry regarding anticipated refund from VPA due to Claverton Parish Council and amount should be received imminently. Clerk confirmed that, to date, no refund has been received.</p>	<p>M Mackintosh</p> <p>M Mackintosh</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>Clerk briefed Councillors on the upcoming 2023 Parish Elections and signposted them to candidate training that is available to them. Clerk has been given access to a secure portal, Globalscape, where all election notices are published by BNES Election Services. Clerk has obligation to post certain documents on Notice Board and Marian will post on Parish Council Website.</p> <p>Councillor Shore to contact Paula Freeland, BNES (responsible for preplanning for listed building)</p> <p>All other items covered on the agenda.</p>	<p>Clerk</p> <p>S Shore</p>
<p>7. Feedback from External Meetings</p> <p>Councillor Beria attended a Parish Liaison Meeting</p>	

	Actions
<p>8. Receive Financial Officer's report and review 23/24 Capital Reserves</p> <p>Following cheques presented for payment:</p> <p>Clerk Reimbursement for flowers purchased, ICO fee and printer ink. 281 Lesley Watkinson expenses £110.83</p> <p>Clerk advised Councillors that she is currently working with Barclays to close a Compliance Review. The review has been problematic due to poor procedure on part of Barclays. Clerk responded to an initial request for information in October 2022. On receipt of a chaser letter from Barclays in February 2023, Clerk went to Bath branch to resend the questionnaire and request and urgent update. Unfortunately Barclays did not acknowledge receipt of either. Clerk will follow up with Barclays to resolve. When resolved, Clerk will pursue an official complaint.</p> <p>Councillors reviewed 2023/2024 Parish Council Reserves. Reserves of £10,000 (£5,000 bus information board, Replacement of defibrillator £3000, Link road representation £1000 and £1000 to meet neighbourhood Plan aspirations)</p>	
<p>9. Planning report</p> <p>Clerk to contact land owner at Limekiln Lane</p> <p>Councillor Mackintosh to review revised information provided by University of Bath regarding their planning application 22/04720/FUL. Claverton Parish Council has already responded to the consultation.</p>	<p>Clerk</p> <p>Mackintosh</p>
<p>10. Parish Coronation celebrations</p> <p>Plans for the Claverton Coronation celebrations are under way and Councillor Jensen has applied for a road closure. Parish Councillors agreed to fund the printing of a village produced publication to mark the Queen's Jubilee.</p>	
<p>11. Maintenance Issue</p> <p>None</p>	
<p>12. Transportation update, including actions arising re Warleigh Weir</p> <p>None</p>	
<p>13. Annual review of Parish Council Policies, Standing Orders and Code of Conduct</p> <p>Parish Councillors reviewed Parish Council Policies, Standing Orders and Code of Conduct. No changes made. Financial regulations will be reviewed at April Ordinary meeting.</p>	
<p>14. Exchange of Information</p> <p>Councillors had organised a collection and presented Councillor Vi Jensen with a bouquet of flowers to thank her for her years of service to Claverton Parish Council.</p>	

The meeting closed at 8.10pm

Future Council Meetings: Wednesday 12th April 2023, Wednesday 10th May 2023

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council