

**Claverton Parish Council**  
**Minutes of Annual Meeting of the Council held on 8th November 2023 at St Mary's, Claverton**

**Present:**

Councillors: Anna Beria, Glennis Naylor, Mark Mackintosh, Julian Stirling and Martin Mitchell

Clerk: Lesley Watkinson

Other: Ward Councillor, Matt McCabe and Village Agent Chantal Young

1. **Open forum** - Chantal Young, Claverton's Village Agent, came to speak to us about the Council-funded pilot initiative to reach out to vulnerable members of the community to help them access services that are available but that they might not be aware of. The Parish Councillors found the information very interesting and were very grateful to Chantal for coming to our meeting.

2. **Apologies for Absence** - Councillor Sarah Shore

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

4. **Approve the minutes of the Annual Meeting of the Parish Council held on 11th October 2023 and the minutes of the Planning Committee held on 24th October 2023.**

The minutes of the Annual Meeting of the Parish Council held on 11th October 2023 and the minutes of the Planning Committee held on 24th October 2023 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	<b>Actions</b>
<p><b>5. Matters arising from the minutes</b></p> <p>Potential supply of a solar powered bus information board on the bus shelter at Claverton will be reviewed in 2024.</p> <p>Councillors Beria and Mackintosh will draft an emergency response plan (Community Resilience) as recommended by B&amp;NES Council.</p> <p>Councillor Mackintosh will arrange to speak to Matt Amos (American Museum), for an update on overflowing drain and will request a wider-ranging meeting between the American Museum and the PC for an annual update.</p> <p>Councillor Beria invited the West of England Rural Network (WERN) Village Agent who is responsible for Claverton to our November Parish Council meeting. ACTIONED</p> <p>Clerk drafted a Warleigh Weir report with feedback received from Parish Councillors at September Ordinary Meeting and will share with Councillor Mitchell for his comments.</p> <p>Fly-tipping reported near Limekiln Lane on University of Bath's land. Clerk notified University and fly tipping removed. ACTIONED</p>	<p>Review 2024</p> <p>AB/ MMac</p> <p>MMac</p> <p></p> <p>LW</p>
<p><b>6. Review Correspondence File</b></p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the Clerk.</p> <p>Local resident asked Parish Council to float the Dark Sky Community idea with a view of working towards Dark Sky Community status. Councillor Mitchell to review information supplied in the New Year.</p> <p>All other matters covered in agenda.</p>	<p>MMit</p>

	Actions
<p><b>7. Receive Financial Officer's Report</b></p> <p>No invoices presented for payment.</p> <p>Clerk shared the Parish Council cheque book and recent bank statement for Councillors to review.</p>	
<p><b>8. Planning Matters</b></p> <p>No current planning matters.</p>	
<p><b>9. Reports and Feedback from External Meetings</b></p> <p>Councillors Beria will attend upcoming Climate and Nature Emergency Network Meeting (2 Feb). Meeting seeking to draw together representatives of local parish councils connected by the River Avon from Batheaston to Bradford on Avon.</p>	AB
<p><b>10. Village Maintenance</b></p> <p>It was noted that a section of the A36 verges on the village side has been damaged as it is constantly used for parking by cars/vans opposite entrance to Ferry Lane. Councillor Beria to raise issue with Sean Walsh.</p>	AB
<p><b>11. Transportation update, including actions arising re Warleigh Weir</b></p> <p>It was noted that food truck is still parked in Warleigh Weir Island well after the end of bathing season. Councillor Mitchell will contact owners to ask if it will be removed</p>	MMit
<p><b>12. Exchange of Information</b></p> <p>Parish Councillors agreed to take opportunity to speak residents to raise interest to fill the vacancy on the Parish Council. Clerk will continue to actively flag up in newsletters and messages to community.</p> <p>Councillor Stirling advised that a train passed though signal control with no pedestrian warning. Matter appropriately reported to Network Rail.</p> <p>It was noted that members of the public are swimming at Warleigh Weir in high-risk conditions. Councillors are concerned that inexperienced swimmers may not understand the risk. Additionally, it was reported to the councillors that the CRT may have removed the warning signage. Clerk to confirm if signage has been removed</p>	<p>All</p> <p>LW</p>

The meeting closed at 8pm.

Future Council Meetings: Wednesday 10th January 2024, Wednesday 14th February 2024

Signed ..... Date .....

Cllr Anna Beria, Chairman, Claverton Parish Council