

**Claverton Parish Council**  
**Minutes of Annual Meeting of the Council held on 8th May 2024**  
**St Mary's, Claverton**

**Present:**

Councillors: Anna Beria, Martin Mitchell, Glennis Naylor, Julian Stirling, Mark Mackintosh and Graham Lewis  
 Clerk: Lesley Watkinson  
 Other: Ward Councillor Fiona Gourley

**Open forum** - Ward Councillor Fiona Gourley advised that she will shortly meet with First Bus and will pass on Claverton Parish Council's concerns on service levels. Ward Councillor Gourley also acknowledged communications she has received from Claverton Parish Council re partying and recreational drug use at Warleigh Weir. She confirmed that B&NES Council are aware of current problems and advised the PC that B&NES Public Health team has been asked to look at issues of human waste at Warleigh Island.

**Apologies for Absence** - Sarah Shore

**Election of Chairman**

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

**Election of Vice Chairman**

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

All Councillors presented signed letters of acceptance of office.

**Appointment of Committees**

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

**Declaration of Member Interests** - None

**Approve the minutes of the Ordinary Meeting of the Parish Council held on 10th April 2024.**

The minutes of the Ordinary Meeting of the Parish Council held on 10th April 2024 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	<b>Actions</b>
<b>Matters arising from the minutes</b>	
Feasibility of a solar powered bus information display board for bus shelter at Claverton to be reviewed.	All
Clerk will prepare a Warleigh Weir update for the Claverton Parish Council website.	LW
The Clerk contacted the Canal & River Trust (CRT) (in Jan 2024) to report the condition of the life belt and requested that safety signage at Warleigh Weir be reinstated. No satisfactory response to date. Clerk to follow up.	LW
Fingerpost sign at South end of the village in poor state of repair. Councillor Stirling will obtain additional quotes for repair.	JS
Clerk summarised issues with Claverton bus service and sent the feedback to Ward Councillor Gourley.	
Clerk to ordered finger food and soft drinks for APM and Mr Julian Padget selected and ordered wine.	

	<b>Actions</b>						
<p><b>Receive and Discuss Correspondence</b></p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.</p> <p>Councillors to explore possibility of setting up an information session for residents on water conservation and surface water drainage.</p>	GL						
<p><b>Exchange of Information</b></p> <p>Councillor Glennis Naylor resigned from the Parish Council. Councillors thanked her for many years of service and dedication to the community. Clerk to notify B&amp;NES and advertise Casual Vacancy.</p> <p>Clerk will write to Limpley Stoke Parish Council regarding upstream Weir in danger of collapse.</p> <p>Clerk informed councillors that all documentation collated and ready to deliver to Internal Auditor for annual inspection.</p> <p>The following invoices were present to the councillors for approval:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">295</td> <td style="width: 75%;">Clerk (APM Expenses food, soft drinks and sundries)</td> <td style="width: 20%; text-align: right;">£88.05</td> </tr> <tr> <td>296</td> <td>J Padget (APM wine)</td> <td style="text-align: right;">£98.70</td> </tr> </table>	295	Clerk (APM Expenses food, soft drinks and sundries)	£88.05	296	J Padget (APM wine)	£98.70	<p>LW</p> <p>LW</p>
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The meeting closed at 7pm (and was followed by the Annual Parish Meeting)

Future Council Meeting: Wednesday 5th July 2024, Wednesday 11th September 2024

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

Cllr Anna Beria, Chairman, Claverton Parish Council