

Claverton Parish Council
Minutes of Annual Meeting of the Council held on 10th April 2024 at St Mary's, Claverton

Present:

Councillors: Anna Beria, Glennis Naylor, Sarah Shore, Mark Mackintosh and Martin Mitchell

Clerk: Lesley Watkinson

Other: None

1. **Open forum** - None

2. **Apologies for Absence** - Julian Stirling

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

4. **Approve the minutes of the Annual Meeting of the Parish Council held on 13th March 2024.**

The minutes of the Annual Meeting of the Parish Council held on 13th March 2024 were agreed as accurate and signed by the chair of Parish Council, Councillor Beria.

	Actions
<p>5. Co-opt Mr Graham Lewis to Claverton Parish Council</p> <p>Mr Graham Lewis co-opted to Claverton Parish Council.</p>	
<p>6. Matters arising from the minutes</p> <p>Potential supply of a solar powered bus information display board for bus shelter at Claverton to be reviewed.</p> <p>Councillor Beria finalised an emergency response plan for our Parish (Community Resilience) to be submitted to B&NES.</p> <p>Clerk will prepare a Warleigh Weir update for the Claverton Parish Council website.</p> <p>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.</p> <p>Fingerpost sign at South end of the village in poor state of repair. Councillor Stirling will obtain quotes for repair. Councillor Stirling confirmed that no B&NES funding available.</p> <p>Councillor Mitchell wrote to Mr J Palmer and Chai Wallah proprietor and we understand truck will be removed/secured in near future. Councillor Stirling to monitor developments.</p> <p>Clerk contacted B&NES about the dangerous condition of the Ferry Steps at the end of the Public Footpath. Clerk advised that budget has been set for repair, but work not scheduled due to resource restrictions.</p> <p>Clerk notified B&NES that Claverton Hill road surface in poor state of repair after winter.</p> <p>Clerk to summarise issues with Claverton bus service and send the feedback to Ward Councillor Gourley.</p> <p>Clerk asked Matt Amos (American Museum) to speak at our Annual Parish Meeting. Matt accepted invitation.</p>	<p style="text-align: center;">All</p> <p style="text-align: center;">LW</p> <p style="text-align: center;">LW</p> <p style="text-align: center;">JS</p> <p style="text-align: center;">LW</p> <p style="text-align: center;">LW</p>
<p>7. Review Correspondence File</p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the Clerk.</p> <p>All matters covered in agenda.</p>	

	Actions															
<p>8. Feedback from External meetings</p> <p>None</p>																
<p>9. Receive Financial Officer's Report and appoint Internal Auditor</p> <p>Councillors reviewed cashbook and cheque book</p> <p>Councillors reviewed cheques signed by Councillors Beria and Mitchell on 31 March 2024</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">290</td> <td style="width: 75%;">CPRE Subs</td> <td style="width: 20%; text-align: right;">£36</td> </tr> <tr> <td>291</td> <td>M Traub - web hosting</td> <td style="text-align: right;">£100</td> </tr> <tr> <td>292</td> <td>Clerk reimbursement</td> <td style="text-align: right;">£84.32</td> </tr> <tr> <td>293</td> <td>BPT subs</td> <td style="text-align: right;">£20</td> </tr> </table> <p>One invoice presented for payment:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">294</td> <td style="width: 75%;">ALCA Subs</td> <td style="width: 20%; text-align: right;">£69.81</td> </tr> </table> <p>Mrs V Jensen appointed Internal Auditor. Parish Council is very grateful to Mr Jensen for her continued support.</p>	290	CPRE Subs	£36	291	M Traub - web hosting	£100	292	Clerk reimbursement	£84.32	293	BPT subs	£20	294	ALCA Subs	£69.81	
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<p>10. Set date and finalise plans for Annual Parish Meeting</p> <p>Annual Parish Meeting will take place on Wednesday 8th May at 7pm. Matt Amos has agreed to make a short presentation on the American Museum's current plans. The APM will be preceded by the Annual meeting of the Parish Council at 6pm</p> <p>Clerk to order finger food and Mr Julian Padget will order wine for meeting.</p>	LW/AB															
<p>11. Planning Matters</p> <p>None</p>																
<p>12. Maintenance issues</p> <p>Councillor Stirling has repaired the kissing gate by the south bound bus stop.</p> <p>Councillor Shore advised that she has been in contact with American Museum regarding overflowing water and confirmed Wessex Water are testing water to ascertain provenance.</p>																
<p>13. Transportation update, including actions arising re Warleigh Weir</p> <p>Councillor Stirling advised that there was a near miss on the railway track on Saturday 30th March and trains were slowed for safety reasons.</p>																
<p>14. Exchange of Information</p> <p>Clerk advised that June Ordinary Meeting will take place on 5th June (as Clerk on holiday on 12th June)</p>																

The meeting closed at 8.15pm.

Future Council Meetings: Annual Parish Meeting and Annual Meeting of Parish Council Wednesday 8th May 2024, Wednesday 5th June 2024

Signed

Date

Cllr Anna Beria, Chairman, Claverton Parish Council