

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

Present:

Councillors: Anna Beria, Martin Mitchell, Julian Stirling, Mark Mackintosh, Sarah Shore and Graham Lewis
 Clerk: Lesley Watkinson
 Other: Ward Councillor Matt McCabe and another member of the public.

1. Open forum - Ward Councillor Matt McCabe drew attention to a number of consultations, which were delayed due to election, of potential interest to Claverton including the Active Travel Master Plan. He also advised that a section of the A36 Warminster Road between Limply Stoke and Monkton Combe will be closed between 12th August and Spring 2025 for essential safety improvements. During the closure of the road there will be no D2X bus service.

2. Apologies for Absence - None

3. Declaration of Member Interests - None

4. Approve the minutes of the Annual Meeting of the Parish Council held on Wednesday 5th June 2024.

The minutes of the Annual Meeting of the Parish Council held on 5th June 2024 were agreed as accurate and signed by the Chair of Parish Council, Councillor Beria.

	Actions
5. Matters arising from the minutes	
Feasibility of a solar powered bus information display board for bus shelter at Claverton to be reviewed.	All
Clerk will update Warleigh Weir segment on Claverton Parish Council website at end of season, after interagency meeting.	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. A response was received on 10th June 2024. CRT do not accept that are responsible for the Weir at Claverton but will ensure representation at a future interagency meeting.	
Councillor Stirling updated the Parish Councillors on repairs to the fingerpost at the South entrance to the village. Before we can proceed with getting fingerpost fixed Councillor Stirling will confirm whether the mount of the broken finger can be removed without employing an external contractor.	JS
Councillors to explore possibility of setting up an information session for residents on water conservation and surface water drainage.	All
Report of graffiti on bus shelter is still open. Clerk has requested update.	LW
6. Receive and Discuss Correspondence	
All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.	
B&NES advised Clerk that at end of Notice of Casual Vacancy, an election has not been requested. Parish Council aim to co-opt after the summer holidays. Clerk will seek guidance from ALCA.	LW

	Actions
<p>7. Receive Financial Officer's Report</p> <p>Clerk advised Councillors that the Certificate of Exception AGAR 2023/24 and the confirmation of public inspection dates were sent to BDO, the External Auditor. Also, all relevant audit documents are displayed on notice board and published on Parish Council website as required. BDO have acknowledged receipt of our submissions and no further information is required. Providing that they receive no correspondence from local electors during the period for the exercise of public rights (ending 18th July), they will next be in touch in March 2025.</p> <p>No invoices presented for payment.</p> <p>Parish Council cheque book and recent bank statement was available for Parish Councillors to review.</p>	
<p>8. Planning Report</p> <p>No planning application requests for consultation received.</p>	
<p>9. Reports and feedback from external meetings</p> <p>None</p>	
<p>10. Village maintenance</p> <p>B&NES responsible for Bus Stops at Claverton. Clerk to write to Ward Councillors outlining poor state of information panels at bus stop and poor condition overall.</p>	LW
<p>11. Transportation update, including actions arising re Warleigh Weir</p> <p>Parish Council will call for an interagency meeting to discuss management of Warleigh after the current bathing season (September/October). Councillor Lewis to coordinate.</p> <p>Parish Councillors advised that a variety of Poison Hemlock is rampant at Warleigh Island. Councillor Mitchell has informed our residents (via newsletter), landowner and the local authority. Councillor Beria will make a sign to advise visitors to the island. No further action will be taken by Parish Council.</p> <p>Clerk will contact B&NES Environmental Services Team to inform them that the right of way across Warleigh Island is obstructed by dense vegetation.</p>	GL AB LW
<p>12. Exchange of Information</p> <p>None</p>	

The meeting closed at 7.55pm

Future Council Meeting: Wednesday 11th September 2024, Wednesday 9th October 2024

Signed Date

Cllr Anna Beria, Chairman, Claverton Parish Council