

Claverton Parish Council
Minutes of Annual Meeting of the Council held on 8th January 2025
St Mary's, Claverton

Present:

Councillors: Julian Stirling, Sarah Shore, Anna Beria (Chair), Mark Mackintosh and Graham Lewis
 Clerk: Lesley Watkinson
 Other: None

1. **Open forum** - None

2. **Apologies for Absence** - Martin Mitchell and Matt King

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

4. **Approve the minutes of the Ordinary Meeting of the Parish Council held on Wednesday 13th November 2024.**

The minutes of the Ordinary Meeting of the Parish Council held on 13th November 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 fingerpost repair is ongoing. The next step is to remove the fingers for inspection, but the top finger is rusted to the post. Over the winter months some Councillors will regularly apply lubricating oil to help free the finger. Once it can be removed inspection and planning for the repair will continue.	JS
Councillor Lewis is liaising with B&NES Public Protection Officer and the Emergency Planning Officer to coordinate an interagency meeting to discuss management of Warleigh.	GL
Councillor Beria completed registration and Claverton Parish Council is now a member of WERN (West of England Rural Network).	
Clerk followed up on graffiti in bus shelter. The graffiti was reported twice, earlier in the 2024, via Fix-MyStreet, however the reports were closed erroneously. Clerk has now reported graffiti directly to B&NES Cleansing Team. Councillors agreed that Clerk can proceed to authorise work if graffiti removal by a private contractor is required.	
Councillor Mitchell contacted the sauna company operating at Warleigh Weir, to ask them to remind their customers not to park on Ferry Lane.	
Councillor Beria wrote to B&NES Councillor Tim Ball to follow up regarding water safety signage at Warleigh Weir. Warning signs have now been installed.	
Clerk contacted Tracie Guy (B&NES, public transport officer) who advised that Claverton Parish Council is solely responsible for bus shelter and may install solar powered lighting. No permissions required.	

	Actions
<p>6. Receive and Discuss Correspondence</p> <p>All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.</p> <p>A Parish resident brought an upcoming webinar to the attention of the Councillors. Councillors Beria and Mackintosh volunteered to join Western Gateway Draft Strategic Investment Plan Consultation webinar on Thursday 16th January.</p> <p>Councillor Stirling reported that there are large dead trees blocking Warleigh Weir. Clerk to draft letter to CRT asking them to remove to ensure water flow is unimpeded and Weir is not damaged.</p> <p>All other matters covered by agenda.</p>	<p>AB/ MMackintosh</p> <p>LW</p>
<p>7. Feedback from external Meetings</p> <p>Councillor Mackintosh met Matt Amos at the American Museum (AM) to discuss drains and excess water flowing down Claverton Hill after heavy rains. Councillor Mackintosh has been regularly liaising with and supporting the American Museum on their spring water issues.</p> <p>The AM are aware that the various springs on their grounds appear to be producing more water than in the past. In recognition of this they commissioned an environmental study last year to identify options to deal with the excess water. The study suggested mitigation measures, such as planting hedges, creating small ponds, and other features to retain and absorb the water. However, the overall conclusion was that, given the location of the grounds on a steep slope, all measures would at best reduce, rather than eliminate, the flow of water.</p> <p>Some of the spring water is discharged from the AM through a pipe under Claverton Hill into the large drain in the Sage's field. However the pipe under the road is narrow compared to the incoming and outgoing pipes. This constriction leads to excess water gushing out of the manhole by the gate opposite Vineyard's Farm and Vineyard Cottage driveway, and flowing down the road. It was reported that the AM may have blocked the pipe under the road surface in an attempt to shift the discharge into their woodland. However, the water now discharges through the retaining wall onto Claverton Hill lower down, on and below the bends.</p> <p>Councillor Mackintosh will have further discussions with the AM to understand the thinking behind the blocking of the pipe. Further, Councillor Mackintosh will work with the AM to produce a comprehensive update for the village newsletter in response to widespread and understandable concern from residents.</p>	<p>MMackintosh</p>
<p>8. Receive Financial Officers report and set 25/26 Parish Precept</p> <p>No invoices presented for payment.</p> <p>The Parish Council agreed to set the precept for the 2025/2026 financial year at £2,500. Clerk to inform B&NES Finance.</p>	<p>LW</p>
<p>9. Receive Planning Committee Report and discuss planning matters</p> <p>24/03842/TCA - The Walled Garden - tree work notification - PERMIT 24.03219/FUL - October House - Erection of single storey side extension. Felling of Malus domestica - Application permitted.</p>	
<p>10. Village maintenance</p> <p>Claverton Parish Council reported the breach in retaining wall by bus stop via FixMyStreet, assuming National Highways to be responsible for repairs, as in the past. However, the report was closed on the basis that NH are not responsible. Councillor Lewis will contact Martin Laker, B&NES Geographic Information Systems Manager, to establish ownership/responsibility. Once confirmed, the Parish Council will request a speedy repair.</p> <p>Councillor Stirling to purchase 3 combination locks (for grit bin covers) and relatively inexpensive solar powered light on behalf of the Parish Council for the bus shelter.</p>	<p>GL/LW</p> <p>JS</p>

	Actions
<p>11. Transportation update, including actions arising re Warleigh Weir</p> <p>The B&NES Public Right of Way Inspector notified Claverton Parish Council that the Council plans to install new concrete steps leading down to the river at Warleigh Weir as part of the Public rights of Way's 2025/2026 capital programme. Councillors would like to see the proposed design of the steps. As Warleigh Weir lies in an Area of Outstanding Natural Beauty and the steps are of historic significance, Councillors will ask that the works be carried out using natural materials which are in keeping with the area and the history of the Ferry Steps.</p>	LW
<p>13. Exchange of Information</p> <p>Councillor Beria announced her intention to stand down as Chairman of Claverton Parish Council in May 2025, though she intends to continue to serve as a Parish Councillor. All Councillors thanked Councillor Beria for many years of service.</p>	

The meeting closed at 8.10pm

Future Council Meeting: Wednesday 12th February 2025, Wednesday 12th March 2025

Signed Date
 Cllr Anna Beria, Chairman, Claverton Parish Council