

Claverton Parish Council
Minutes of Annual Meeting of the Council held on 10th April 2025
St Mary's, Claverton

Present:

Councillors: Julian Stirling, Martin Mitchell, Anna Beria (Chair), Matt King and Graham Lewis
 Clerk: Lesley Watkinson
 Other: Ward Councillor Fiona Gourley and another member of the public

1. **Open forum** - Ward Councillor Fiona Gourley will continue to lobby for a more frequent bus service for Claverton residents following news that the D2x service will not be restored. Ward Councillor Gourley also advised the Parish Council that B&NES have put out an Active Travel Plan and advised that the operating hours of the Park and Rides have been extended. Councillor Gourley confirmed that, after the upcoming election, she and fellow Ward Councillor Matt McCabe will hold an event for Bathavon South Parish Councils to discuss the new Local Plan which needs further consultation, following the government's significant increase in housing targets.
2. **Apologies for Absence** - Sarah Shore and Mark Mackintosh
3. **Declaration of Member Interests** - None
4. **Approve the minutes of the Ordinary Meeting of the Parish Council held on Wednesday 12th March 2025.**
 The minutes of the Ordinary Meeting of the Parish Council held on 12th March 2025 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. Councillor Mackintosh advised that there may be more clarity later this year.	All
Clerk will update Warleigh Weir segment on Claverton Parish Council website at end of season, after interagency meeting.	LW
The fingerpost repair preparation is ongoing.	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 Weir. B&NES are aware of requirement to develop an Emergency Response Plan.	GL
Clerk wrote to CRT asking them to remove large dead trees blocking Warleigh Weir to ensure water flow is unimpeded and Weir is not damaged.	
An American Museum drainage update was included in recent village newsletter.	
A parishioner contacted the Parish Council about outdoor lighting. Item included in village newsletter regarding Parish Council thoughts on Dark Skies and the Cotswold National Landscape's guidelines, linking the relevant section of the Claverton Neighbourhood Plan for residents' consideration.	
Clerk advised that 20 hard copies of plan still available. Clerk will provide Ward Councillor Gourley with hard copy.	LW
6. Receive and Discuss Correspondence	
All correspondence relating to Claverton has been circulated to the councillors in advance by the clerk.	
Clerk to set up a CPR training session and will liaise with training provider.	LW
All matters covered by agenda.	

	Actions
<p>7. Feedback from external Meetings</p> <p>Councillor Mitchell attended the PCC meeting.</p>	
<p>8. Receive Financial Officers report and appoint Internal Auditor</p> <p>The PC cashbook, chequebooks and recent bank statements were made available to the Parish Councillors for review.</p> <p>The Parish Councillors advised the following cheques signed on 31 March 2025, outside meeting</p> <p>302 CPRE Membership £50 303 Clerk reimbursement £25</p> <p>The following invoice was presented and cheque signed: 304 ALCA subs £70.88</p> <p>Mrs Vi Jensen appointed as Internal Auditor for 2024/25 Audit.</p>	
<p>9. Plan Annual Parish Meeting</p> <p>Annual Parish Meeting set for Thursday 15th May at 7.30pm. The Annual Meeting of the Parish Council will precede it at 6.45pm.</p> <p>Clerk will ask Councillor Shore to create a poster for Annual Meeting.</p>	LW/SS
<p>10. Discuss Planning Matters</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>	JS
<p>11. Annual review of Parish Council Policies, Standing Orders and Code of Conduct</p> <p>Deferred as ALCA has released new model orders.</p>	
<p>12. Exchange of Information</p> <p>Parish Councillors expressed concern that a decision has been made by the government not to renew funding for any pan-regional partnerships with an English Mayoral Combined Authority including the Western Gateway Partnership, from 31 March 2025. The Western Gateway Partnership, which includes 28 local authorities across South Wales and Western England, is directly affected by this decision.</p>	

The meeting closed at 8.30pm

Future Council Meeting: Thursday 15th May 2025 (Annual Parish Meeting and Annual Meeting of Parish Council),
Thursday 12th June 2025

Signed Date
Cllr Anna Beria, Chairman, Claverton Parish Council