

Draft minutes subject to acceptance at the next meeting

CHELWOOD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT CHELWOOD VILLAGE HALL, CHELWOOD, TUESDAY 16TH MAY 2023 COMMENCING AFTER THE ANNUAL PARISH MEETING. THE MEETING STARTED AT 7.45pm

Present: Cllrs Julie Glynn, Pat Harrison, Peter Jones and Luck Sherborne; also in attendance ward councillor Sam Ross and Alan Butcher (Clerk).

Newly elected councillors completed the Declaration of Acceptance at the start of the meeting.

23/05/1 - Apologies for absence. None.

23/05/2 – Election of Chairman.

Proposed Cllr Harrison, seconded Cllr Jones that Cllr Glynn Councillor be elected. There were no other nominations and Cllr Glynn was duly elected and signed. Declaration of Acceptance.

23/05/3 – Election of Vice Chairman.

Proposed Cllr Glynn, seconded Cllr Jones that Cllr Harrison be elected. There were no other nominations and Cllr Harrison was duly elected and signed. Declaration of Acceptance.

23/05/4 – Confirmation of Proper Officer. Alan Butcher was confirmed.

23/05/5 – Confirmation of Responsible Financial Officer. Alan Butcher was confirmed.

23/05/6 – Appointment of Parish Council Representatives to outside organisations (if any)

There were no appointments to be made.

23/05/7 - Declarations of Interest: No declarations were made.

23/05/8 - Public Participation:

The Chairman will adjourn the meeting and allow a maximum of 15 minutes for public participation on matters included on the agenda only. No members of the public were present.

- i) Report from Ward Councillor. Cllr Sam Ross introduced herself and confirmed she would be dealing with any outstanding matters; clerk to forward information.

23/05/9 - Confirmation of the Minutes of previous meetings:

- i) Minutes of Meeting held on 4th April 2023 were agreed and signed by the Chairman as a true record.

23/05/10 - Parish Council Response to Planning Applications

- i) No applications were received before the publication of this agenda.
- ii) The clerk had received notification of an appeal against the refusal of permission for works at Chelwood Farm House. He advised that the council had made no objections to the original application and that, as a householder application, the council was unable to make any further comments to the planning inspector.

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23/05/11 - Parish Council Matters.

- i) Highways – from previous meeting:
Flooding on A368 – it was reported that this had been dealt with by highways following a site inspection.
Fly tipping – this had been dealt with.
- ii) Other Highways problems and defects:
 - a) A large pothole was reported on the A368.
 - b) Concern was expressed about the forthcoming roadworks at Chelwood roundabout and the surly attitude of workers to local residents trying to access Chelwood.
 - c) It was understood that the problem of flooding at Chelwood Bridge had been resolved.
- iii) Refurbishment of notice board and bench outside village hall. In hand with the clerk who reported that the bench was in a poor state of repair.
- iv) Matters relating to the Village Hall. No matters raised.
- v) B&NES New Local Plan. Awaiting further information.
- vi) Defibrillator for Chelwood. The Parish Meeting had asked for the installation of a defibrillator, funding to be sought and final quotes obtained for the next meeting.
- vii)

23/05/12 - Financial:

- i) Agreement of audited Parish Council accounts to 31/03/23. These were agreed.
- ii) Internal Audit Report. This had no negative comments and was accepted. Cllr Glynn thanked the auditor for his work.
- iii) Completion of AGAR report for 2022/23
- iv)
 - a) The Annual Governance Statement was reviewed and completed at the meeting and signed.
 - b) The Annual Financial Summary had been completed and was signed.
- v) It was agreed to add another signature to the bank account.

23/05/13 - Matters of Report

Cllr Glynn to seek a candidate to fill the vacancy on the council.

There being no further business the meeting closed at 8.35pm

23/05/14 - Date and Time of Next Meeting.

27th June 2023.

Alan Butcher,
Parish Clerk,
26th May 2023
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