

Draft minutes subject to acceptance at the next meeting.

CHELWOOD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD IN THE GARDEN OF BURNTS FARM, CHELWOOD ON THURSDAY 27th MAY 2021 FOLLOWING THE ANNUAL PARISH MEETING. THE MEETING STARTED AT 8.10PM.

The meeting venue was changed from Lady Farm due to capacity issues.

Present: Cllrs Julie Glynn (Chair) Pat Harrison, Nicki Cripps and Pete Jones. Also in attendance Cllr Sally Davis and Alan Butcher (Clerk)

21/05/1 - *Apologies for absence.* Cllr Geoff Joyner.

21/05/2 – *Election of Chairman.*

Proposed Cllr Harrison sec Cllr Cripps that Cllr Glynn be elected chairman; elected unanimously. Cllr Glynn signed the Declaration of Acceptance.

21/05/3 – *Election of Vice Chairman.*

Proposed Cllr Glynn, sec Cllr Jones that Cllr Harrison be elected vice chairman; elected unanimously. Cllr Harrison signed the Declaration of Acceptance.

21/05/4 – *Confirmation of Proper Officer.* Alan Butcher was duly confirmed.

21/05/5 – *Confirmation of Responsible Financial Officer.* Alan Butcher was duly confirmed.

21/05/6 – *Appointment of Parish Council Representatives to outside organisations.*

Cllr Harrison was confirmed as Parish Council representative to the village hall committee.

21/05/7 - *Declarations of Interest:* No declarations were made.

21/05/8 - *Public Participation:*

No members of the public attended the meeting.

- i) Report from Ward Councillor. Cllr Davis referred to her report to the Annual Parish Meeting held earlier. She would raise the continuing matter of 3 Chelwood with the officer at B&NES.

21/05/9 - *Confirmation of the Minutes of previous meetings:*

- i) Minutes of Meeting held on 6th April 2021 were agreed and signed as a true record.

21/05/10 - *Parish Council Response to Planning Applications*

No applications received before the preparation of the agenda.

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21/05/11 - Parish Council Matters.

- i) Highways – the problems with drainage had been addressed by B&NES but councillors were not sure if the drains had been effectively cleared.
- ii) Traffic calming measures. It was agreed to ask the area highways engineer to attend the next Parish Council meeting to discuss the options for traffic calming possibly using white lining along the edges of the carriageway.
- iii) Works to telephone box. It was agreed to accept the quote of £356.00 from BCK Joinery for the repair of the door. Volunteers to be sought to repaint the box.
- iv) Replacement of bench by Notice Board. Cllr Glynn proposed a new bench costing £245.00. She handed details to the clerk to arrange purchase.
- v) Environmental problems at 3 Chelwood. Further contact to be made with B&NES.
- vi) Matters relating to the Village Hall. It was hoped that the hall would be available for a meeting at the end of June.

21/05/12 - Financial:

- i) Parish Council accounts to 31/03/21. The draft accounts had been circulated and accounts papers handed to Stephen Meale the internal auditor.
- ii) Ward Councillors grant. The grant of £350.00 had been received.

21/05/13 - Matters of Report

None.

21/05/14 - Date and Time of Next Meeting.

29th June 2021 7.30pm at Chelwood Village Hall

Alan Butcher,
Parish Clerk,
31st May 2021
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