

**CHELWOOD PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT CHELWOOD VILLAGE HALL,  
CHELWOOD ON TUESDAY 28<sup>th</sup> JUNE 2022 COMMENCING AT 7.30pm.**

*Present:* Cllrs Julie Glynn (Chairman), Pat Harrison and Peter Jones; also in attendance Cllr Sally Davis (B&NES) and Alan Butcher (Clerk)

22/06/1 - Apologies for absence were received from Cllrs Geoff Joyner and Niki Cripps.

22/06/2 - Declarations of Interest: No declarations were made.

22/06/3 - Public Participation:

No members of the public were present

- i) Report from Ward Councillor. Cllr Davis reported on conversations about recycling and waste collections whilst the A358 had been closed for roadworks. The council had been contacted about the apparent change from night time to daytime closures without response. Comment was made about the officious attitude of those operating the closure.

22/06/4 - Confirmation of the Minutes of previous meetings:

- i) The Minutes of the Meeting held on 10<sup>th</sup> May 2022 were agreed and signed as a true record.

22/06/5 - Parish Council Response to Planning Applications

No applications were notified before the publication of this agenda.

The clerk reported that he had advised B&NES that councillors had expressed no objection to the planning application for Chelwood Farm House which had been dealt with by email .

22/06/6 - Parish Council Matters.

- i) Highways – Cllr Harrison noted that highways were not dealing effectively with blocked drains. A number of damaged road signs through the village were noted which it was hoped would be repaired in conjunction with the current works.
- ii) Traffic Calming – Cllr Davis had a brief resume of conversations with the highway engineers regarding the spacing of the white lines away from the kerbs to promote traffic calming. Parish Council to monitor this when work takes place.  
There was a brief discussion about the imposition of a 20mph speed limit through the village.

- iii) Works to telephone box. Works were in hand to complete the painting.
- iv) Refurbishment of notice board and bench outside village hall. The clerk offered to carefully remove the remaining arm and treat the bench with oil.
- v) Matters relating to the Village Hall. Stephen Meale on behalf of the Village Hall gave a report on recent refurbishment works where a few items were outstanding and would be dealt with shortly. There was a report on the recent Jubilee event which was well attended, the recent theatrical product which was a great success and the AGM where new committee members had been elected and others had retired. It was hoped to revive the Flower Show. The Chairman thanked him for his report.
- vi) Clean and Green weeks. This was a B&NES initiative to carry out clearance and repair works in designed council wards during one week in July. Cllr Davis asked for a list of works in Chelwood which included the cleaning and repairs to road signs, the cutting back of overgrowth at the back of pavements, the thorough clearing of drains and the cutting back of the bank along the pavement adjoining the village paddock. Details to be sent to Cllr Davis.

22/06/7 - Financial:

- i) Clerk Salary and expenses to 30<sup>th</sup> June 2022. £393.56 to include the cost of the paint for the phone box. This was agreed.
- ii) Tax payment to HMRC. £66.00. This was agreed
- iii) Agreement of Audited accounts for 2021/22. These had been circulated and reviewed and were agreed unanimously.
- iv) Internal Auditors report. The auditor (Stephen Meale) gave a brief report on the audit. He advised that there was a 20p overpayment to the clerk in March 2021 and that there had been an adjustment to the AGAR accounting statement where two figures had been transposed. His report raised no other matters and the figures on the accounts were correct as shown. The Chairman thanked him for his report.
- v) Completion of AGAR Governance Statement. This had been circulated and was agreed unanimously. The statement was signed by the Chairman and Clerk
- vi) Completion of AGAR Accounting Statement. This had been circulated. The change of two entries was advised by the RFO although the totals remained as stated. The corrected statement was agreed unanimously. The statement was signed by the Chairman and RFO.
- vii) Interim Accounts to 30<sup>th</sup> June 2022. The clerk was awaiting an up-to-date bank statement and would circulate these accounts when received.

Draft minutes subject to acceptance at the next meeting

22/06/8 - Matters of Report:

- i) There was discussion about the provision of a defibrillator in the village. As there was no electricity supply at the phone box, it was suggested that the machine should be sited at the village hall. Cllr Davis spoke about the costs of installing a machine and would circulate details of a recent installation to councillors. Cllr Glynn understood that Cllr Cripps had been researching grants available.
- ii) Following the closure of the church, a request had been made for the Parish Council to provide Public Liability insurance for the churchyard and public footpath which would no longer be insured by the church authorities. The clerk advised that the council could only become involved with a closed churchyard (LGA 1972 section 215) and outlined the process to be followed. However, it was understood that the churchyard was not closed and therefore the Parish Council could not become involved.

There being no further business the meeting closed at 8.50pm

22/06/9 - Date and Time of Next Meeting.

Parish Council Meeting – Tuesday 4<sup>th</sup> October 2022, 7.30 at Chelwood Village Hall.

**Alan Butcher,**  
**Parish Clerk,**  
**4<sup>th</sup> July 2022**  
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