

Draft minutes subject to acceptance at the next meeting.

## **CHELWOOD PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL MEETING HELD AT CHELWOOD VILLAGE HALL, CHELWOOD ON THURSDAY 29<sup>TH</sup> JUNE 2021 COMMENCING AT 7.30pm.**

This meeting was held subject to covid restrictions and the Parish Council Meetings Risk Assessment.

*Present:* Cllrs Pat Harrison (Chairman), Peter Jones, Nicki Cripps; also in attendance Cllr Sally davis and Alan Butcher (Clerk)

21/06/1 - *Apologies for absence* were received from Cllrs Glynn and Joyner.

21/06/2 - *Declarations of Interest:* None.

21/06/3 - *Public Participation:* No members of the public were present.

- i) Report from Ward Councillor – Cllr Davis noted that a good period of notice should be given to the B&NES Traffic Officers to attend a meeting about traffic calming.

21/06/4 - *Confirmation of the Minutes of previous meetings:*

- i) Minutes of Meetings held on 27<sup>th</sup> May and 15<sup>th</sup> June 2021 were agreed and signed as a true record.

21/06/5 - *Parish Council Response to Planning Applications*

No applications received before the preparation of the agenda.

21/06/6 - *Parish Council Matters.*

- i) Highways:  
Cllr Harrison to contact the landowner following a request that the hedge overhanging the footway opposite the village hall be cut back.  
Fly tipping in Gypsy Lane had been reported to B&NES
- ii) Traffic calming measures -deferred until next meeting.
- iii) Works to telephone box. Clerk to check on progress of works to the door.  
Cllr Harrison noted that a branch above the box needed access equipment to enable its removal.  
A request for volunteers to paint the box to be circulated.
- iv) Replacement of bench by Notice Board. This had been ordered but was on a 6 – 8 week delivery.
- v) Environmental problems at 3 Chelwood. No further information, item to be removed from agenda.
- vi) Matters relating to the Village Hall. It was noted that the works would be completed by mid-July.

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**21/06/7 - Financial:**

- i) Acceptance of Audited Accounts to 31/03/21 – these had been circulated and were accepted unanimously.
- ii) Internal Auditors Report. This had been circulated.
- iii) Completion of Annual Governance Statement. The statement was completed, agreed unanimously and signed by the chairman and clerk.
- iv) Completion of Annual Accounting Statement. The statement was completed, agreed unanimously and signed by the chairman and clerk/RFO.
- v) Confirmation of Electors Rights period. This had been posted.
- vi) Clerk Salary and expenses to 30<sup>th</sup> June 2021. £605.38 to include the costs of the new bench. This was agreed.
- vii) Tax payment to HMRC. £132.40. This was agreed.

**21/06/8 - Matters of Report** None.

**21/06/9 - Date and Time of Next Meeting.**

Tuesday 21<sup>st</sup> September 2021 at Chelwood Village Hall.

**Alan Butcher,  
Parish Clerk,  
11<sup>th</sup> July 2021  
01749 870358;  
[chelwood.parish.council@gmail.com](mailto:chelwood.parish.council@gmail.com)**