

# Agenda for Annual Meeting of Chelwood Parish Council

Chelwood Village Hall

Tuesday 17<sup>th</sup> May 7:00pm

1. Election of Chair and Vice-chair
2. Declaration of Acceptance of Office
3. Matters Arising Not Covered In Agenda
4. Register of Interests
5. Correspondence – Mr J Casselden – update
6. Planning

- a. 16/01812/FUL

Bull Inn Farm, Upper Bristol Road, Chelwood BS39 4NH

Raise front boundary wall piers, install sound reducing timber fencing between piers and construct new gate piers and gate at existing access onto highway.

- b. 16/00082/FUL

My Barn, Main Road, Chelwood

Erection of single storey side extension

7. Finance

- a. Audit 2015/16
- b. Insurance
- c. Balance

8. Correspondence

- a. Chew Valley Neighbourhood Plan (CVNP) – Consultation
- b. Council to debate devolution proposal
- c. Permitted development guide

9. Date of Scheduled Meeting for Year 16/17

## Minutes of Annual Meeting of Chelwood Parish Council - Draft

Tuesday, 17th May 2016

<b>Public Submissions</b>	None
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<b>Present</b>	Mr P Sherborne (chair), Mr P Harrison (vice-chair), Ms J Glynn, Mr P Jones, Mrs C Beecroft (clerk), 1 member of public
<b>Apologies</b>	Mr G Joyner, Cllr K Warrington

<b>1</b>	<b>Election of Chair and Vice Chair</b>									
<p>Mr P Sherborne and Mr P Harrison stood down as chair and vice-chair.                  Mr P Sherborne was nominated as Chair by Ms J Glynn, seconded by Mr P Jones                  Mr P Harrison was nominated as Vice-chair by Mr P Sherborne, seconded by Mr P Jones</p>										
<b>2</b>	<b>Declaration of Acceptance of Office</b>									
Mr P Sherborne and Mr P Harrison signed Declaration of Acceptance of Office.										
<b>3</b>	<b>Matters Arising Not Covered in Agenda</b>									
<p>Minutes of previous meeting were approved.                  Traffic priority on A368: Cllr Warrington has spoken to a Cabinet member regarding traffic calming. This will be discussed at the next pc meeting.                  Clerk will look into cost of bench and plaque to commemorate Queen. Village hall committee have offered to match funding.</p>										
<b>4</b>	<b>Register of Interests</b>									
Parish Councillors were reminded of the need to update Register of Interests if necessary.										
<b>5</b>	<b>Correspondence – Mr J Casselden - Update</b>									
Clerk contacted B&NES enforcement team regarding change of use of agricultural land. B&NES have made a site visit to the property.										
<b>6</b>	<b>Planning</b>									
<p><b>16/01812/FUL Bull Inn Farm, Upper Bristol Rd, BS39 4NH</b>                  Raise front boundary wall piers, install sound reducing timber fencing between piers and construct new gate piers and gate at existing access onto highway.                  PC observation was to SUPPORT application</p>										
<b>7</b>	<b>Finance</b>	<b>CB</b>								
<p><b>Audit 2015/16 Internal Auditor Report</b>                  Mr S Meale acting as Internal Auditor reviewed and approved accounts.                  Clerk will submit accounts for external audit by 17<sup>th</sup> June 2016.</p> <p><b>Insurance</b>                  Policy will be renewed with Zurich Insurance Plc at a cost of £150.78. The premium is £50 under budget.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"><b>Previous Balance</b></td> <td style="text-align: right;"><b>£2481.25</b></td> </tr> <tr> <td colspan="2"><b>Expenditure</b></td> </tr> <tr> <td style="padding-left: 20px;">Insurance Community First Trading ch no. 139</td> <td style="text-align: right;">£150.78</td> </tr> <tr> <td><b>Current Balance</b></td> <td style="text-align: right;"><b>£2330.47</b></td> </tr> </table>			<b>Previous Balance</b>	<b>£2481.25</b>	<b>Expenditure</b>		Insurance Community First Trading ch no. 139	£150.78	<b>Current Balance</b>	<b>£2330.47</b>
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<b>8</b>	<b>Correspondence - email</b>									
<p><b>Chew Valley Neighbourhood Plan – Consultation</b>  <b>Council to debate devolution proposal</b>  <b>Permitted development guide</b></p>										
<b>9</b>	<b>Dates of Scheduled Meetings for year 16/17</b>									
<p>Tuesday 12<sup>th</sup> July 2016 at 7:30pm                  Also 11/10/16, 10/1/17, 4/4/17 + annual meeting in May</p>										