

Minutes of the Annual Meeting of Priston Parish Council Held at 7 pm on Monday 15th May 2023 in the village hall

Present: Cllrs Doug Pattison (Chair outgoing, for 1 & 2), Peter Hopwood, Bruce Clarke, John Lippiatt, Helen Burns, Nick Keppel-Palmer, Guy Davies, Farah Downing, Jocelyn Nichols (Clerk) and Richard Bottle

1. **Sign declaration of acceptance of office:** all councillors signed
2. **Election of Chairman:** Cllr Hopwood was proposed by Cllr Lippiatt and seconded by Cllr Clarke. Cllr Hopwood was elected unanimously to the position.
3. **Declaration of Acceptance of Office – Chairman:** Cllr Hopwood accepted the position and signed the Acceptance of Office.
4. **Election of Vice-Chairman:** Cllr Clarke was proposed by Cllr Lippiatt, seconded by Cllr Keppel-Palmer. Agreed unanimously. Cllr Clarke accepted the position and signed the Acceptance of Office.
5. **Appointment of Internal Auditor and finance representatives:** It was noted that Robin Anderson wishes to retire from being the internal auditor. **Action: A suitable successor will be approached.** Cllr Burns agreed to be a signatory on the bank account, along with the chair and vice chair.
6. **Appointment of Planning Representatives:** Cllr Davies agreed to join Cllr Clarke as our planning representatives. Agreed unanimously.
7. **Appointment of Footpath Representative:** Cllr Burns agreed to take on this role for the coming year. Agreed unanimously.
8. **Appointment of Village Hall Representative:** Cllr Downing agreed to do this as she is on the village hall committee. Agreed unanimously.
9. **Appointment of Roads and Highways Representative:** Cllr Lippiatt agreed to continue in this role, and it was agreed unanimously.
10. **Appointment of Representative to Priston AED Project.** Roger Morad has agreed to continue to manage our defibrillators.
11. **Appointment of Climate and Ecological Emergency Representative:** Cllr Keppel-Palmer agreed to carry out this role. Agreed unanimously.
12. **Matters raised by parish residents:** The missing sign at Hill View needs replacing, and as the numbering is confusing we will liaise with B&NES to improve the sign when the wall is fixed.

13. **Apologies:**, B&NES Councillors Fiona Gourley and Matt McCabe
14. **Minutes:** The Minutes of the Annual General Meeting held on Monday 9th May 2022 were approved and signed.
15. **Minutes:** The minutes of the ordinary meeting on 13 March 2023 were approved and signed
16. **Matters Arising: Action: Clerk to remind B&NES about signs for Priston Lane and access for tractors at the top of the lane.**
17. **Financial Report for the year ending 31st March 2024:** The Parish Council started the year in April with £10,426.17 in the bank and on 1 May there was £13,402.70. The precept payment of £3,728.50 had been received and expenditure was £751.97. The expected expenditure to the end of the financial year was discussed. The asset register was approved.
18. **To consider, approve and sign the 2022/23 Annual Governance Statement :** The internal auditor has completed the audit report. After all agreeing the statement, and the certificate of exemption, the chair and the clerk signed the Annual Governance Statement which will be published on the website.
19. **To consider, approve and sign the 2022/23 Accounting Statement:** Receipts and payments for 2021/22 and 2022/23 were considered and approved. The chair and clerk signed the Accounting Statement which will be published on the website.
20. **To consider and approve 2023 Standing Orders, Financial Regulations, Risk Assessment:** Councillors have read and approved the updated documents.
21. **To review and sign the 2023 Councillors' Register of Interests:** Councillors reviewed and signed these.
22. **To agree dates for public access to accounts:** These were agreed as Monday 12 June 2023 to Friday 21 July 2023.
23. **Roads and Highways:** Potholes are getting worse, but repairs are done quickly if reported on 'Fix My Street'. All councillors were reminded to report potholes when spotted. Blocked drains on Priston Hill should also be reported, and villagers regularly clear the gulleys of vegetation to reduce the blockages.
24. **Planning:** There are no new planning applications. The Piggeries is now called Pottern House.
25. **Flooding:** The screen on Watery Lane has still not been installed. **Action: Clerk to chase B&NES.**
26. **To report on the Climate and Ecological Emergency:** There are recently more swallows than Jackdaws.

- 27. **To report on footpaths:** The electric fence towards Inglesbatch is still an issue. Cllr Lippiatt will discuss with the farmer.
- 28. **To report on external meetings and agree attendance at future meetings:** Bathavon Forum is on 26 June at 6pm. Neils will be invited to finish his talk on the Dome.
- 29. **Any other business:** None.
- 30. **Date of next Meeting** –Monday 3rd July 2023 7pm in the village hall.

Signed:Date:

JN 16/5/23