

WEST WINCH PARISH COUNCIL
MINUTES OF ANNUAL COUNCIL MEETING HELD ON 21ST MAY 2015

The above meeting was held at the Village Hall, William Burt Centre, commencing at 7.35pm

PRESENT: Cllr P Foster, Cllr P Burt, Cllr Mrs M Summers, Cllr J Lamb, Cllr G Dell, Mrs J Close (Clerk), one resident (2 others left after the Residents' Meeting),

At the Annual Residents' Meeting (which is not minuted) the outgoing Chair had given a verbal report. He said residents had either apathy or were happy with what the PC were doing as only 3 residents had attended the earlier meeting. He said Ray Shearn had not stood for re-election as he is busy with being Chair of the Hall. The Groundsman is back from sick leave. A Handyman has started and the WBC grounds have improved. The defibrillator is now in place at the WBC. He offered thanks to June Leamon for her work on both the Borough and Parish.

Action: Clerk to write to Mrs Leamon

1. ELECTION OF CHAIRMAN

It was proposed by Cllr Lamb that Cllr Foster be elected as Chairman for the forthcoming year and this was seconded by Cllr Mrs Summers. There were no other nominations and all those present were in favour of Cllr Foster being elected.

2. SIGNING OF THE ACCEPTANCE OF OFFICE

Cllr Foster duly signed the Acceptance of Office which was countersigned by the Clerk.

3. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Watts (offshore working), Mr B Thrower, Mr D Skerritt and Mrs J Leamon

4. ELECTION OF VICE-CHAIRMAN

It was proposed by Cllr Foster that Cllr Mrs Summers be elected as Vice Chairman for the forthcoming year and this was seconded by Cllr Burt. There were no other nominations and all those present were in favour of Cllr Mrs Summers being elected.

5. CO-OPTION OF RESIDENTS TO VACANT COUNCILLOR SEATS

Requests for co-option had been received from David Skerritt, Dave Burke and Barry Thrower. The Chairman proposed all 3 be co-opted onto the Parish Council and this was seconded by Cllr Burt with all present in favour. Dave Burke then took his place at the table.

6. SIGNING OF THE ACCEPTANCE OF OFFICE OF VICE-CHAIRMAN AND CO-OPTED COUNCILLORS

The Vice-Chairman and all other councillors who were present signed their Acceptance of Office forms and these were countersigned by the Clerk. She reminded those present that other documentation in their packs needed completing and returning to her within a couple of weeks.

7. TO CONFIRM MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 15TH MAY 2014

Cllr Lamb proposed and Cllr Burt seconded with everyone in favour of the minutes being a true and correct record and were duly signed.

8. TO REPORT MATTERS ARISING

There were no matters arising.

9. TO DISCUSS THE CURRENT STANDING ORDERS AND FINANCIAL REGULATIONS AND ANY CHANGES REQUIRED

There were no amendments or requirements for amendments to the Standing Orders or Financial Regulations.

10. TO CONSIDER THE CURRENT TERMS OF REFERENCE FOR THE SIX COMMITTEES

Planning Committee – It was agreed no change was required

Finance Committee – It was agreed no change was required

Street Lighting Committee – It was agreed no change was required

Playing Fields and Maintenance Committee – It was agreed no change was required

Consultation Committee – It was agreed no change was required

Health & Wellbeing Committee – It was agreed no change was required

11. TO APPOINT AT LEAST FOUR COUNCILLORS (INCLUDING A CHAIR) ONTO EACH PARISH COUNCIL COMMITTEE

Each Council Committee was discussed and it was agreed that the Committees comprise of the following councillors, with the Chair and Vice Chair of the PC being automatic members of each Committee. As the Parish Council needed to co-opt up to 3 councillors, vacancies will remain within each Committee until co-options take place.

:

- a) Planning Committee Cllr Mrs Summers (Chair), Cllr Burt, Cllr Dell, Cllr Thrower.
- b) Finance (and Grants) Committee Cllr Lamb (Chair), Cllr Thrower, Cllr Skerritt, Cllr Watts
- c) Street Lighting Committee Cllr Dell (Chair), Cllr Burke, **vacancy and vacancy**
- d) Playing Field Committee Cllr Burt (Chair), Cllr Skerritt, Cllr Thrower, **vacancy**
- e) Consultation Committee Cllr Foster (Chair), Cllr Dell, Cllr Watts, **vacancy**
- f) Health and Wellbeing Committee Cllr Burke (Chair), Cllr Burt, Cllr Thrower, Cllr Skerritt

12. TO APPOINT PARISH REPRESENTATIVES ONTO OUTSIDE GROUPS

- a) Hall Management Committee. Cllr Burke agreed to continue as PC representative. Proposed by Chair and seconded by Cllr Lamb. This was agreed by all present.
- b) Neighbourhood Planning Steering Group (West Winch/North Runcton) Cllr Mrs Summers (Vice Chair of Group). This was proposed by Chair and seconded by Cllr Dell. This was agreed by all present.
- c) Internal Drainage Board Cllr Thrower will continue in this role representing the PC. This was proposed by Chair and seconded by Cllr Dell. This was agreed by all present.

13. ACCOUNTS & FINANCE

The Clerk explained the statement of accounts for year ending 31st March 2015 and that the accounts had been to internal audit and had been found in order and duly signed by the auditor. Cllr Dell proposed that the accounts and annual governance statement be approved for the previous year and Cllr Lamb seconded with everyone in favour. The paperwork was duly signed by the Chairman and Clerk. These accounts will now be sent to the external auditor, Mazars.

14. The meeting closed at 7.55 pm.

Signed _____

Dated _____