

EASTHAM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of Eastham Parish Council held in Eastham Memorial Hall at 7.30pm on Tuesday 19th May 2009

**Present: Cllr Inge (Chairman), Cllr Brookes (Vice Chairman),
Cllr Norman, Cllr Dowling, Cllr Horsfall, Cllr Adams, Cllr Moseley**

In Attendance: Clerk and 1 member of the Public.

1. **Election of Chairman:** All agreed Cllr Inge be elected and a Declaration of Acceptance of Office was signed.
2. **Apologies:** None
3. **Election of Vice Chairman:** All agreed Cllr Brookes is elected.
4. **Declaration of Interest:**
 - a. Register of Interests – no changes reported.
 - b. Personal Interests – Cllrs Horsfall – Item 17(d) due to being a neighbour.
Cllr Moseley – Item 15 due to an interest in purchasing the BT Box.
 - c. Prejudicial Interests – Cllr Horsfall as above. Cllr Moseley as above.
5. **Public Question Time** – No matters were raised.
6. **Standing Orders (circulated)** - no changes made.
7. **Financial Regulations (circulated)** – no changes made.
8. **Code of Conduct:** All Cllrs their own have copies. Clerk reminded Cllrs it is up to them to keep their Register of Interests up to date and to declare interests as and when necessary at meetings.
9. **To consider the Councils Scheme of Delegation** (circulated to all):
 - a. **Staffing** Working Party – Cllr Inge, Cllr Norman.
 - b. **Planning** – Delegated to Clerk, Cllr Brookes, Cllr Adams, Cllr Moseley, Cllr Norman. PC meeting would be called if controversial application received.
 - c. **Clerks Financial Support Group:** Felt all PC should be involved in. Cllr Brookes to oversee Bank Reconciliations on a regular basis.
10. **Risk Assessment:** Draft Risk Assessment circulated. Clerk and Chairman to look at before next meeting.
Insurance - Clerk had checked Insurance policy and no changes needed. New quotes being obtained. It was agreed to delegate to Chairman and Clerk. All Cllrs would have details before payment made.
11. **To appoint individual Volunteers to following roll:**
 - a. Footpaths Officer – Notice to be put in Teme News for volunteer.
 - b. Tree Warden – Notice to be put in Teme News for volunteer.
12. **To nominate Cllrs to the following outside bodies:**
WCALC Area Meetings – Cllr Horsfall to go to some meetings if relevant to PC.
13. **Minutes of last Meeting:** Minutes of meeting held on 10th March 2009 were agreed and signed by Chairman.
14. **County/District Cllrs Report:** - None received.

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15. Progress reports for information:

BT Telephone Box closure – CALC had advised PC has no authority to sell the kiosk once purchased. BT will not withdraw from the contract. Details to be circulated and matter to be discussed at next meeting.

16. Reports on meeting attended by Clerk/Cllrs: - None.

The Chairman suspended the Parish Council Meeting at 7.57pm and the Annual Parish Meeting commenced at 8pm.

The APM ended at 8.37pm and the Parish Council Meeting restarted at 8.40pm.

17. Finances –

- a. **Payments made** – Memorial Hall Rent 08-09 = £98.00, LCR Subs 09-10 = £13.50, LM Sept 08 = £33.20, LM April 09 = £155.00, WCALC Subs 09-10 = £96.30, Clerks training = £27.00, all agreed to continue membership of CPRE 09-10 subs paid by DD = £29.00.
- b. **Payments received** – MHDC Precept £2375.00, WCC LM £281.20.
- c. **Bank Reconciliation** - April 09 signed for Current and Investments Acc.

18. Planning:

- a. **Plans received:** None.
- b. **Decisions received:** None.
- c. **Millbrook** – MHDC have stated they are satisfied with owners reply to queries raised.

19. Road Report:

- a. **Lengthsman** – Very pleased with work done so far.
- b. **Problems** – Leaves on New Road, to report to LM.
- d. **Highwood Road** – Subsidence work now under way. Surface of road ongoing problem. Clerk to arrange meeting with Cllr Prodger after elections.
Corner by Memorial Hall – Hole had been reported, Clerk to get LM to look for drain.
New Road erosion of sides– still not filled in, Clerk to follow up.
Robins End Corner – water running off field. LM to meet with Cllr to resolve problem.

20. Correspondence for information:

Items given to Chairman for circulation.
Various items brought to attention of Cllrs.
See list attached.

21. Clerks report on Urgent Decisions since last meeting.

Lengthsman payments for March 09.

22. Councillor's reports and items for the next agenda.

Agenda items – End of year accounts, Telephone Box, Memorial Hall railings, PCC letter asking for funding, Meeting with Cllr Prodger re. highways, Risk Assessment.

23. Date of next meetings: 23rd June, 22nd September, 1st December 09, 23rd March 2010.

24. Meeting closed 9.10pm.

Signed-----
Chairman

Date 23rd June 09