

**At the Annual Meeting of Grimley Parish Council held on
18th May 2015 in The Peace Hall, Sinton Green commencing at 7.15pm**

Prior to the commencement of the Meeting, all members signed their Declaration of Acceptance of Office

Present: Mrs P Ayers Mrs A Davies D G Lewis D Stanley Mrs M Weston
B R Woodhouse

In Attendance: WCCllr P Grove Mrs S Hughes - Clerk

Apologies: B Jones (accepted) DCllr D Clarke

70/15 Election of Chairman & Signing of Declaration of Acceptance of Office

As current chairman, Cllr Robin Woodhouse advised members that he was not prepared to stand for the office for the forthcoming year.

It was proposed (RW), seconded (DL) and **agreed** that Cllr Mrs Mel Weston be elected as chairman for the ensuing municipal year. The chairman signed a Declaration of Acceptance of Office

In accepting the chairmanship Cllr Mrs Weston advised that she would only stand for one year, thanked Cllr Woodhouse for his chairmanship over the past years and extended thanks on behalf of the Parish Council and parishioners to retiring councillors, David Arr and Steve Haslewood.

The chairman also welcomed Cllr Dave Stanley as a new member of the Parish Council.

71/15 Apologies

Members noted the apologies of Cllr Bryan Jones due to illness and **agreed**/noted that he would sign his Declaration of Acceptance of Office during the coming week.

72/15 To Fill Two Vacancies by Co-option

The chairman spoke to the two previously circulated application details and also referred to a further application that was on-way to the clerk. Following discussions, it was proposed, seconded and **agreed** to co-opt to co-opt Mrs Debbie Jennings to the first vacancy and Ms Anne Taft to the second. Mrs Jennings signed her Declaration of Acceptance of Office form and joined members at the table.

Ms Taft was away on holiday: it was agreed that she should sign her Declaration of Acceptance of office form prior to the next meeting of the Parish Council.

73/15 Declarations of Interest

a) Register of Interests: Cllr Lewis advised that the new form had been in a restricted pdf format and that it was not possible to extend the relevant boxes. The clerk to request the form in word format and circulate to all.

b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature: There were none.

c) To declare any Other Disclosable Interests in items on the agenda and their nature: There were none.

d) To Declare any Gifts or Hospitality received: There were none.

74/14 To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011): There were none

75/14 Election of Vice Chairman

It was proposed (MW), seconded (PA) and **agreed** that Robin Woodhouse be elected as vice chairman.

76/14 Election of Representatives

<i>Parochial Church Council</i> (1)	deferred until a future meeting
<i>Peace Hall Committee</i> (2)	Annette Davies & Bryan Jones
<i>Grimley Smaller Charities</i> (2)	Bryan Jones & Robin Woodhouse until May 2019 or resignation from the Council whichever was the earlier
<i>CALC</i> (2)	Pam Ayers, Annette Davies
<i>Monkwood Green Working Group</i> (3)	Pam Ayers, David Lewis, Dave Stanley
<i>Staffing Committee</i> (3)	Debbie Jennings, Dave Stanley & Mel Weston
<i>Tarmac Liaison Group</i> (1)	Debbie Jennings
<i>Grievance Panel</i>	Pam Ayers, David Lewis & Robin Woodhouse
<i>Appeals Panel</i>	Annette Davies, Bryan Jones & Anne Taft
Over-seeing Finance	Debbie Jennings

77/14 To Review

- a) **Financial Regulations:** Members noted and accepted the Financial Regulations as amended and adopted in March 2015.
- b) **Standing Orders:** Statutory Standing Orders as recommended by NALC reviewed and adopted in March 2015 were accepted.
- c) **The Financial Reserves:**
 - i) To strive to maintain a level of reserves at least equal to the previous years precept. The current bank accounts were felt to be most appropriate for this purpose.
 - ii) That a fund be set-a-side within reserves for the benefit of the refurbishment of the Peace Hall and that the fund be increased annually as thought appropriate by members.
 - iii) That a fund be set-a-side within reserves to meet the requirements of the clerk’s contract (equipment/recruitment) and that the fund be increased annually as thought appropriate by members.
- d) **Risk Assessment Register:** Members noted and **approved** the register.
- e) **Information Available under the Freedom of Information Act:** It was **agreed** that the policy current in-being was the most appropriate for use. Following discussions, it was proposed, seconded and **agreed** to retain and maintain the above detailed policies.

78/14 To Confirm the Appointment of an Internal Auditor

Following a very positive review of the previous year, members noted and **re-affirmed** the appointment of Mr Philip Moore as Internal Auditor for the financial year 2014/2015.

The meeting closed at 7.50pm

Chairman:
15th June 2015