

Knightwick and Doddenham Parish Council

Minutes of the Annual Meeting of the Council held at 8pm on Monday 18th May 2015 in the Village Hall, Knightwick.

Present;

Cllrs: Ms; G Evans, Ms M Horton, Messrs; F Budden, P Edwards, B Munt, G M Brewin (Clerk)
(There are three vacancies on the newly elected council)

Apologies:

Mr D Kirkbright - Chairman

Public Question Time prior to the formal meeting;

None

Prior to the formal meeting members signed their Declarations of Acceptance of Office.

Agenda *In the absence of the current chairman Mr D Kirkbright the meeting was opened by the Vice-Chair Ms G Evans.*

1.

To accept nominations and appoint a Chairman.

Ms G Evans was proposed and unanimously agreed. She signed the 'declaration of acceptance of office' and took the chair.

2.

To co-opt councillors to fill three vacancies

There were no candidates for co-option.

3.

Apologies for absence and members declarations of interest.

All elected members were present. There were no declarations of interest in agenda items.

4.

To accept nominations and appoint a Vice-Chairman.

Cllr Mr P Edwards was proposed and unanimously agreed.

5.

To appoint a representative to the Village Hall Charity Trustees

Mr G Brewin was proposed and agreed.

6.

To appoint a representative to the Knightwick Charity Trustees

Cllr F Budden was proposed and agreed.

7.

Confirm Minutes of the meeting of 16th March 2015 - Circulated in advance.

These were agreed as a true record and signed by the chairman.

8.

Financial Matters:

- a. Acceptance of the Accounts for 2014-15 and Statement of Assurance. - Approved
- b. Confirm Clerk's Salary & Hours - 2015-16 (NALC - SCP27 - £12.317/hr, 242hrs/yr) - Confirmed
- c. Note Clerk's Confirmation - Lengthsman Contract with WCC 2015-6 - £2141.33 (as for 2014-5). - Noted
- d. Note clerk's delegated payment E.ON – Village Hall Electricity - £58.92 Noted
- e. Approve payments -
- i. WCALC Membership Subscription 2015-6 £169.03 inc vat - Approved
- ii. Parish Council Insurance renewal - 2015-6 - Came & Co (Hiscox) 2nd of 3yrs contract £265.00 - Approved

9.

Approve new Standing Orders and Financial Regulations (as advised by NALC)

These were approved and signed by the chair.

10.

Clerk's report on actions from previous meetings and correspondence received

There was no progress on a detailed design for residential development as he was waiting for a response from the owner of the land adjacent to the hall on the north side.

He reported on the damage to the Bus Shelter on the A44 and initial estimates of repair/replacement. He would continue to obtain competitive quotations for this and look at different designs which could be less susceptible to vandalism.

Council members had visited the Shelter and agreed that although it was badly damaged it was not a hazard and did not need removing as a matter of urgency.

11.

Items for the Next Meeting

Sale of Village Hall, Bus Shelter repair.

12.

Confirm the date of the next meeting:

27/07/15 at 7:30pm In the Village Hall Knightwick.

(Please note all future meetings will begin at 7:30pm)

The meeting closed at 9.12pm

Minutes confirmed27/07/15