

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 19th MAY
2016 AT 7.30PM AT STENSON FIELDS PRIMARY SCHOOL, STENSON FIELDS**

Present: - Cllrs C Fellows, R Lisewski, K Butterworth, P Richardson, P Bonnell, K Rogers, G Dhillon

In attendance: Mr J Storer (Clerk), County Cllr R Davison (to 8:55pm), District Cllr D Shepherd (from 8:25pm to 8:55pm).

Apologies: - Apologies were received from Cllr D Shepherd who would be arriving late due to a prior meeting at SDDC.

605/15 ELECTION OF CHAIRMAN

Cllr Fellows was proposed by Cllr Lisewski. There were no other nominations.

RESOLVED: Cllr Fellows was unanimously elected as Chairman of the Parish Council.

606/15 CHAIRMAN TO TAKE AND SIGN THE DECLARATION OF OFFICE

Cllr Fellows signed the Declaration of Office of Chairman.

607/15 ELECTION OF VICE CHAIRMAN

Cllr Lisewski was proposed by Cllr Dhillon. There were no other nominations.

RESOLVED: Cllr Lisewski was unanimously elected as Vice Chairman of the Parish Council.

608/15 VICE CHAIRMAN TO TAKE AND SIGN THE DECLARATION OF OFFICE

Cllr Lisewski signed the Declaration of Office of Vice Chairman.

609/15 COMPLETION OF REGISTER OF INTERESTS

All Councillors completed their Register of Interests. The Clerk will redact the signatures and place the Registers on the Parish Council website; copies will also be sent to the Monitoring Officer at SDDC.

610/15 APPOINTMENT OF COMMITTEES – IF REQUIRED

RESOLVED: no Committees were established.

A Finance Working Party will be established of Cllr Dhillon, Cllr Richardson, Cllr Lisewski and Cllr Fellows.

The Parish Council did not establish any Terms of Reference for the Working Party, the remit of the Working Party will be to consider and make recommendations on the staff pay rises and for the annual budgets.

611/15 APPOINTMENT OF CLLRS TO EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK

RESOLVED: Cllr Fellows and Cllr Lisewski will attend the Safer Neighbourhood and Area Forums.

Cllr Fellows is a Governor at the Primary School in his own right; not as an appointment by the Parish Council; however, Cllr Fellows will, if permitted by the School, provide reports to the Parish Council of matters affecting the Council.

Cllr Rodgers will attend local health committee.

The Finance Group will be overlooked by Cllrs Lisewski, Dhillon, and Richardson.

612/15 TO REVIEW THE STANDING ORDERS

RESOLVED: there are no amendments to the Standing Orders, and they remain as circulated.

- 613/15 **TO REVIEW THE FINANCIAL REGULATIONS**
RESOLVED: there were no amendments to the Financial Regulations and they remain as circulated without any amendments.
- 614/15 **REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT.**
RESOLVED: To accept the inventory of assets as previously circulated by the Clerk.
- 615/15 **REVIEW AND CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS.**
The Clerk had obtained three insurance quotes, the details of which were provided to the meeting.
RESOLVED: To accept the quote from Came & Company. The policy will be taken for one year and reviewed at the next Annual Parish Council meeting.
- 616/15 **REVIEW OF THE COUNCIL'S AND/OR EMPLOYEES' MEMBERSHIPS OF OTHER BODIES.**
Currently the Parish Council is only a member of DALC. None of the employees were seeking membership of any bodies.
RESOLVED: to continue to have membership of DALC.
- 617/15 **REVIEW OF THE PARISH COUNCIL'S POLICIES.**
All policies of the Parish Council have been reviewed during the year from May 2015.
RESOLVED: As the policies have been reviewed in the year, it was agreed they continue without amendment or alteration.

There being no further business, the Chairman closed the Annual Meeting of the Parish Council at 7:38pm and immediately moved to the Ordinary section of the meeting.

Signed..... Date.....