

Beausale Haseley Honiley & Wroxall Parish Council

Annual Meeting

Tuesday, 16th May 2017 7.30pm at Wren Hall

Minutes

Cllr Gee welcomed everyone to the meeting, especially Cllr Cooke, the newly elected WCC Councillor for Lapworth and West Kenilworth. Cllr Cooke took up the position following the retirement of Cllr Compton.

1. Election of Chairman

Nomination Cllr Janet Gee

Proposed by Cllr Beaumont, Seconded by Cllr Jordan, and unanimously elected.

2. Record of members Present

Cllr J Gee, Cllr D Clapp, Cllr L Holdgate, Cllr A Beaumont, Cllr H Jordan, Cllr C Bird,
Cllr D Silvester, Cllr N Overall
Cllr J Cooke (WCC), Cllr S Gallagher (WDC)
Mrs J Lewis (Clerk)

3. Apologies for Absence

Apologies had been received from Cllr R Slatem, Cllr S Large. and Cllr P Whiting (WDC)

4. To receive written requests for Disclosable Pecuniary Interests.

There were no declarations of interest

5. Public Participation

Members of the public present: Mr Truelove, Mrs Green and Mrs Jenkinson.

There were no questions from the public.

6. To receive the Chairman's Declaration of Acceptance of Office

Cllr Gee signed the Declaration of Office, witnessed by the Clerk.

7. Election of Vice Chair

Nomination: Cllr Beaumont

Proposed by Cllr Clapp Seconded by Cllr Jordan All councillors were in agreement.

8. To agree Dates of Council Meetings for the year

Forum: May 30th, June 20th, July 18th, September 19th, October 24th, December 5th,
2018: January 16th, March 6th, April 17th Forum, May 15th AGM.

Apologies were given from Cllr Cooke for May 30th and June 20th; and from Cllr Gallagher for June 20th.

9. Review of Working Arrangements

It was agreed that the **Audit Group Working** should continue. Membership would continue to be Cllrs Gee, Clapp and Slatem, together with the Clerk. Proposed by Cllr Gee. Seconded by Cllr Beaumont. All Councillors were in agreement.

Emergency Planning: Cllr Beaumont, Cllr Clapp, Cllr Slatem, Mrs S Evans.

In a state of emergency, Wren Hall would be manned by the people named, with a view to giving necessary assistance.

It was suggested that the Emergency Plan should be uploaded onto the new PC Website

Planning - under the remit of all Councillors.

Working Arrangements proposed by Cllr Holdgate, Seconded by Cllr Beaumont.

10. To agree Cheque Signatories

Nominations: Cllr Clapp, Cllr Slatem, Cllr Beaumont.

Proposed by Cllr Silvester, Seconded by Cllr Everall. All Councillors were in agreement.

It was agreed to continue with the current practice of 2 out of the 3 signatories to sign a cheque.

11. Review of Assets and Liabilities.

There had been changes to the Asset Register following the sale of School House. The Notice Boards had also been included. It was noted that the Notice Board at Beausale, was not included, as the Parish Council had not purchased that particular board.

The List of Assets was agreed by the Council.

The Clerk presented the statement of finances for the previous year. (enclosed). There had been a small increase in savings.

Proposed by Cllr Holdgate, seconded by Cllr Clapp

It was proposed that the Council should open a different Savings Account, with a higher rate of interest than that currently used at HSBC Bank. Cllr Cooke agreed to forward details of more lucrative accounts to the Clerk.

Proposed by Cllr Everall, Seconded by Cllr Beaumont. All Councillors were in agreement.

12. Review of Clerks Salary ,

It was agreed to wait until notification of pay scales were received from WALC.

13. The Councils Standing Orders, Code of Conduct and Risk Review.

The documents were noted. It was felt that these were not yet in need of updating.

14. Payments of the following annual accounts were approved:

Insurance AON, WALC, CPRE, Information Commissioner, Website.

Proposed by Cllr Clapp, Seconded by Cllr Jordan, All Councillors were in agreement.