

Beausale Haseley Honiley & Wroxall Parish Council

Annual Meeting

Tuesday, 15th May 2018 7.30pm at Wren Hall

Minutes

Cllr Gee welcomed everyone to the meeting.

1. Election of Chairman

Nomination: Cllr Janet Gee

Proposed by Cllr Slatem, Seconded by Cllr Tustin, 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 R. Slatem, Cllr C. Tustin
Cllr J Cooke (WCC), Cllr S Gallagher (WDC)
Mrs J Lewis (Clerk)

3. Apologies for Absence

Apologies had been received from Cllr N. Everall, Cllr E. Cantwell, 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 T. Truelove, Mr D Thompson, Mr R. Baskerville, Mrs J Slatem,
Mrs V. Harper, Mr D Harper.

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 Jordan

Proposed by Cllr Slatem Seconded by Cllr Tustin All councillors were in agreement.

8. To agree Dates of Council Meetings for the year

19th June 2018; 24th July; 18th September; 23rd October; 4th December;
15th January 2019; 5th March; Forum 16th April; AGM 14th May

(Apologies were given from Cllrs Gallagher & Cooke for the meeting 19th June.)

9. Review of Working Arrangements

Audit Working Group:

It was agreed that the group should continue with membership of Cllrs Gee, Clapp and Slatem,
together with the Clerk.

Emergency Planning: Cllr Beaumont, Cllr Clapp, Cllr Slatem, Cllr Everall

In a case of emergency, whether flood, plane crash or other, Wren Hall would act as an
emergency centre. Overall responsibility would be held by Warwick District Council, but the centre
would be manned by the people named, with a view to giving necessary assistance.

The Plan had recently been updated.

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

Planning Procedure- Working arrangements were under the remit of all Councillors. All Councillors received the link to the planning application by email. Where possible decisions were taken at Council meetings, but if this was not appropriate due to time restrictions, each Councillor was asked to forward their decision and comments to all Councillors and the Clerk.

10. To agree Cheque Signatories

All Councillors agreed that Cllr Clapp, Cllr Slatem, Cllr Beaumont, should continue as signatories with the current practice of 2 out of the 3 to sign a cheque.

11. Review of Assets and Liabilities.

The List of Assets was read out by the Chair and agreed by the Council. There had been no change from 2017.

It was questioned as to whether the Parish Council owned The Pound. Cllr Slatem agreed to contact the Records Office in Warwick.

The Clerk presented the statement of finances as at 31st March 2018. (enclosed).

Expenditure was slightly above expected, but the cost of the Defibrillator and the repair of the Bus Shelter roof, had been taken from reserves. (Details enclosed)

12. Review of Clerks Salary ,

NALC had issued new pay scales, to be implemented from 1st April 2018. It was agreed that the Clerk's salary would increase from £8.42 per hour to £9.52 per hour, for a 5-hour week.

Proposed by Cllr Gee Seconded by Cllr Slatem All Cllrs were in agreement.

13. The Council's 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 Slatem, Seconded by Cllr Beaumont, All Councillors were in agreement.