

Stainland and District Parish Council

6th Annual Council Meeting

Minutes

11th May 2023

Councillors Present - Cllr Fieldhouse, Cllr Weeks, Cllr Mitchell, Cllr Booth, Cllr Knights, Cllr Mullany, Cllr Bottomley & Cllr Lyness-Brown.

Laura White-Scott - Parish Clerk & RFO

	Item
23.06.01	To appoint a Chairman of the Council who, unless he or she resigns, becomes disqualified, is no longer a Councillor, or is otherwise replaced by resolution of the Council, shall continue in office until the date of the next Annual Meeting of the Council, and to allow the newly elected Chairman one calendar week to accept, sign and return the Acceptance of Office to the Parish Clerk. Cllr Fieldhouse opened the 6th AGM and welcomed Cllr Mitchell to the Parish Council. Cllr Fieldhouse & Cllr Knights both expressed an interest in being chair. Resolved that by a vote of 4 Cllr Knights was voted in as Chair
23.03.02	To appoint a Vice Chairman of the Council who, unless he or she resigns, becomes disqualified, is no longer a Councillor, or is otherwise replaced by resolution of the Council, shall continue in office until the date of the next Annual Meeting of the Council, and to allow the newly elected Chairman one calendar week to accept, sign and return the Acceptance of Office to the Parish Clerk. Resolved that Cllr Mitchell was voted as Vice Chair
23.06.03	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning the Parish. Resolved there were no members of the public present.
23.06.04	To record any apologies for absence Resolved no apologies received.
23.06.05	To receive and record any declarations of interest. Cllr Knights, Cllr Booth, Cllr Lyness-Brown Library Cllr Weeks – Allotment Cllr Mitchell – Shaw Park Resolved that all will send an email to the clerk to declare these interests.
23.06.06	Confirmation of the accuracy of the minutes of the last meeting of the Council Resolved to confirm the meeting minutes of the previous AGM in 2022.
23.06.07	Consideration of the recommendations made by a committee Resolved there were no recommendations made

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23.06.08	Review of delegation arrangements to committees, sub-committees, staff and other local authorities Committees will continue to have delegated authority. It was resolved that the following committees will have members as follows: Policy & Finance - Cllr Weeks, Cllr Knights, Cllr Booth, Cllr Bottomley Planning – Cllr Mullany, Cllr Lyness-Brown, Cllr Fieldhouse, Cllr Knights Asset Management- Cllr Mitchell, Cllr Booth, Cllr Weeks, Cllr Bottomley, ALB Communications - Cllr LB, Cllr Knights, Cllr Booth, Cllr Mitchell Environment – Cllr Fieldhouse , Cllr Bottomley, Cllr Mullany, Cllr Weeks, Cllr Mitchell Staffing – Cllr Knights, Cllr Lyness-Brown, Cllr Booth, Cllr Mitchell
23.06.09	Review of the terms of reference for committees Resolved that there was nothing raised with the TOR for each committee.
23.06.10	Appointment of members to existing committees; As covered above in item 23.06.08
23.06.11	Appointment of any new committees in accordance with Standing Order 4 regulations Resolved that none are required
23.06.12	Review and adoption of appropriate Standing Orders and financial Resolved that we have no amendments to be made to the standing orders. It was resolved that we need to adopt a grants policy this is to be delegated to P&F to create and distribute for ratification at full council. Resolved that Section 19 of SO- Handling of staffing matters to be amended to staffing committee. It was noted that the policy's on the website need updating and reviewing at p&f meeting.
23.06.13	Review of arrangements (including legal agreements) with other local authorities, not for-profit bodies and businesses. Cllr Bottomley to continue to be CMBC liaison officer.

23.06.14	Review of representation on or work with external bodies and arrangements for reporting back Resolved that Cllr Knights as chair will liaise with the Clerk regarding meetings on meetings with external bodies and report back.
23.06.15	Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. 9th May 2024 AGM. Resolved meeting dates already in place for 2023/2024 and published on the website.

Meeting closed 19.38