

DAWLEY HAMLETS PARISH COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL
held on Wednesday 20th May 2009 at Horsehay Village Hall at 7.15 p.m.

PRESENT Cllr. A. Chetwood (Chairman)
Cllrs. Linda Gough, R. Haire, J. Lovett, Beryl Onions and Tansy Swain.

Mr M. Goldstraw (Clerk)

Also Present: PC Claire Walker-Shale
Borough Councillor Clive Mollett.

09/14 Election of Chairman

Cllr. Chetwood called for nominations to the post of Chairman.

Cllr. Linda Gough proposed that Cllr. Chetwood be re-elected to serve in the post of Chairman of Council for the forthcoming year. The proposition was seconded by Cllr. Tansy Swain.

The Chairman asked if there were any other nominations. There being no other nominations Cllr. Chetwood was re-elected to serve in the post of Chairman of Council for the forthcoming year.

09/15 Declaration of Acceptance of Office

Cllr. Chetwood signed his Declaration of Acceptance of Office which was witnessed by the Clerk.

09/16 Election of Vice Chairman

The Chairman called for nominations to the post of Vice Chairman.

Cllr. Chetwood proposed that Cllr. Haire be elected to serve in the post of Vice Chairman of Council for the forthcoming year. The proposition was seconded by Cllr. Lovett.

The Chairman asked if there were any other nominations. There being no other nominations Cllr. Haire was elected to serve in the post of Vice Chairman of Council for the forthcoming year.

09/17 Apologies

Apologies and reasons for absence were received and accepted from Cllr. Geraldine King and T. Hickie.

09/18 Public Session

There were no members of the public present.

09/19 Police Session

PC Walker-Shale presented the police report and answered questions.

The meeting received feedback from the recent PACT report. The Chairman thanked PC Walker-Shale for her report and for her continued support of the community.

PC Walker-Shale informed the meeting that she would be moving to a new area in July and that her replacement was to be PC Emily Atkinson who would be introduced to council at the July meeting.

The meeting expressed its gratitude to PC Walker-Shale for the help and assistance she had provided to the parish during her tenure.

7.28 p.m. PC Walker-Shale left the meeting after being thanked by the Chairman.

Borough Councillor Clive Mollett answered a number of questions relating to Borough matters and agreed to pass on a request to Borough Councillor Helen Williams a request to ascertain whether or not the Aqueduct was in fact a listed structure.

The Chairman thanked Cllr. Mollett for his regular attendance at Parish Council meetings.

7.31 p.m. Cllr. Mollett left the meeting after being thanked by the Chairman.

09/20 Appointment of Committees :-

- a) Planning & Environmental Committee**
- b) Finance & General Purposes**
- c) Newsletter Editorial**

It was RESOLVED to retain all Committees and Committee structures as already existing.

09/21 Appointment of Representatives to :-

- a) Wrekin Area Committee SAPTC**
- b) PACT Meetings**

It was agreed that the representative of Council on the WAC/SAPTC should be Cllr. J. Lovett. It was RESOLVED that Cllrs Linda Gough Beryl Onions and A. Chetwood should represent Council at PACT meetings.

09/22 To consider payment of Annual Subscriptions :-

- a) Insurance renewal**
- b) Membership SAPTC and Local Council Review**
- c) Membership SAPTC Wrekin Area Committee**
- d) Membership CPRE**
- e) Membership Society of Local Council Clerks**

It was RESOLVED to renew all annual subscriptions as they fell due.

09/23 To consider dates and frequency of future meetings

It was RESOLVED that the dates and frequency of meetings should continue in the same pattern as the previous year.

The meeting discussed the venue and frequency of PACT meetings. The Chairman asked if consideration could be given to moving the dates of council meetings on one or two occasions a year so that both meetings fell on the same evening. No decision was made but all parties agreed to give some consideration to the suggestion.

09/24 Grants – to consider the frequency of placing grants before Council
Cllr. Chetwood asked that Council continued to consider grant applications as soon as they are received. It was RESOLVED that all grant applications should be considered as soon as they are received by Council [to be dealt with at the next meeting of Council after receipt].

09/25 Minutes of the previous meeting
The Minutes of the Meeting held on 22nd April 2009 were approved as a true record and signed by the Chairman.

09/26 Banking Facilities
The Clerk confirmed that the process of opening an account with The Royal Bank of Scotland had begun and that the necessary forms had been deposited with the bank.

It was resolved that when the account was opened, Cllr. Chetwood and the Clerk should be authorised to draw a cheque, made payable to Dawley hamlets Parish Council, in the sum of £50'000 from the Halifax BOS account and deposit it in the new RBOS account.

09/27 Provision of Allotments in the Parish
Cllr. Chetwood gave a report on the meeting held between representatives of Council and The Horsehay Company. The meeting heard that the Company preferred to lease the land to the Parish for 99 years at a nil rent per annum but had requested that Council undertake to pay all legal fees. It was RESOLVED that Council would give an undertaking to pay all legal fees subject to them being reasonable. The Clerk agreed to provide all appropriate details to the Company's solicitor and request an estimate of the fees.

The meeting briefly discussed the management of the allotments and it was agreed that consideration should be given to delegating the task to an allotments committee. It was agreed to discuss the matter further at the next meeting.

09/28 Liaison with Horsehay Village Hall Committee
Cllr. Tansy swain confirmed that the Village Hall Committee was content to liaise with the Parish Council.

09/29 Matters to be placed on the next Agenda
The Chairman stated that he had asked that this topic heading be placed on the Agenda each month so that members could add items to the next agenda. The Chairman stated that Members would be aware that they had a right to ask the Clerk to place matters on the agenda whenever they wished, subject to agenda deadlines, but there had, of late, been occasions when matters had been raised at the meeting itself without being placed on the agenda. The meeting was reminded that the purpose of an agenda was to give all members advanced warning of topics to be discussed so that they could have time to form an opinion or research a topic if necessary prior to discussion. Members were reminded that there was no remit to discuss a topic which was newly raised at

a meeting and that if members wished anything to be discussed it will be added to the next agenda.

Cllr. Tansy Swain asked for the Village Hall Liaison to remain on the agenda and asked permission to invite Village Hall Committee members to attend the next meeting. The Meeting agreed.

Cllr. Linda Gough asked if the provision of litter bins in Little Dawley could be added to the agenda.

09/30 Senior Citizens Summer Picnic

Members discussed the forthcoming event and it was confirmed that all was in place for the 19th June at Horsehay Village Hall.

09/31 Minutes of the Planning & Environmental Committee meeting

The minutes of the meeting held on 6th April 2009 were received.

09/32 Accounts

RECEIPTS & PAYMENTS - It was **RESOLVED** that these be approved and paid as tabled. It was noted that, because insufficient signatories to the account were present, no cheques could physically be issued at the date of the meeting. It was resolved that the cheques should be issued from the new bank account as soon as it was practical and that the Clerk should obtain the relevant signatures at his convenience.

STATEMENT 195 was tabled along with the reconciliation and was approved.

Audit

The meeting **RESOLVED** to approve the statement of accounts.

The meeting **RESOLVED** to approve the annual governance statement.

09/33 Correspondence

Aqueduct Youth
Engagement Group

Grant application – Resolved to award a grant of £200 to be maintained in the PC account to be drawn against by receipt from CSO Sarah Robinson when activities have been undertaken.

T&WC

DVD – The food chain – Cllr. Chetwood.

09/34 Date of next meeting to be Wednesday 24th June 2009 at Horsehay Village Hall at 7. 15 p.m.

There being no further business, the meeting closed at 8. 05 p.m.

Signed.....
Chairman

Date.....