

NEWNHAM ON SEVERN PARISH COUNCIL & BURIAL BOARD

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Minutes the Annual Parish Council meeting held on Tuesday 30th May 2017 at 7.00 p.m. in the Armoury Hall, Newnham on Severn

In attendance: Chair Cllr Walker, Cllrs, F Bihlmeier, T Firman, J Larkham, T Weeden & G Murray.. Plus County & District Cllr R Boyles the Clerk and 3 members of the public.

1. **To Elect a Chairman**

Cllr Walker was re-elected as Chair unopposed (proposed Cllr Bihlmeier, seconded Cllr Firman). On accepting the position he duly signed the Declaration of Office.

2. **To Receive and Accept Apologies for Absence**

Cllrs C Kenny & S O'Leary.

3. **To Elect a Vice Chairman**

Two nominations for vice chair were made Cllr T Weeden (Proposed Cllr Larkham. Seconded Cllr Bihlmeier). Cllr S O'Leary (proposed Cllr Walker, Seconded Cllr Firman) Cllr Weeden was duly elected as vice chair. On accepting the position he signed the Declaration of Office.

4. **To Agree Standing Committees and remit thereof – (currently Finance and Employment, Highways, Planning & Burials)**

Finance

After discussion it was **Resolved** to elect Cllrs T. Firmam, F. Bihlmeier, J. Larkham, C. Kenny & T Weeden and remain at 5 members. (Proposed Cllr Walker seconded Cllr Murray)

Highways

After discussion it was **Resolved** to elect Cllrs I Walker, J. Larkham & L. Love and remain at 3 members. (Proposed Cllr Firman seconded Cllr Murray)

Planning

After discussion it was **Resolved** to re elect Cllrs F. Bihlmeier, C. Kenny & I Walker and remain at 3 members. (Proposed Cllr Weeden seconded Cllr Murray)

Burials

After discussion it was **Resolved** to elect Cllrs T. Firmam & G Murray with Mr A Curtis co-opted as a representative of the PCC (Proposed Cllr Walker seconded Cllr Bihlmeier). The Clerk was requested to confirm with Mr Curtis that he is happy to continue in the role.

5. **To Consider appointments of Councillors to external Bodies.**

A48 Committee Resolved to re elect Cllr S O'Leary

Health Forum after discussion it was Resolved not to nominate a representative.

6. **To Consider appointment of Liaison Cllrs to other Organisations**

Allotment Association Resolved to re –elect Cllr Larkham

7. **To Review and Re-Adopt Standing Orders**

After discussion it was **Resolved** to re adopt the procedure.

8. **To Review and adopt financial regulations updated to Jan 16 issue**

After discussion it was **Resolved** to adopt the procedure.

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9. **To Consider re- adoption of all procedures.**
Freedom of Information, Risk assessment, Grievance, Disciplinary, Complaints, Child Protection, Emergency Plan, Code of Conduct.
After discussion it was **Resolved** to re adopt all procedures.

10. **To confirm Bank Signatories and agree additional signees**
After discussion it was **Resolved** to re appoint Cllrs F Bihlmeier, T Firman, C Kenny & I Walker. Cllr T Weeden was added with Cllr G Murray being removed.
Note: Clerk's signature is for confirmation that correct procedures and quotation processes have been followed

11. **To Confirm payment of Aviva Insurance, Npower utility, Vodafone mobile & PWLB loan by Direct Debit**
After discussion it was **Resolved** to continue payments in this manner.

12. **Confirmation of dates for Council and committee meetings during 2017/18**
As per full Schedule agreed at the October 16 PC meeting.

There being no further business the meeting closed at 7.09 pm