

## AISLABY PARISH COUNCIL

Minutes of the proceedings of the Annual Meeting of Aislaby Parish Council  
Held in The Parish Hall, Aislaby on Tuesday 17<sup>th</sup> May 2016 pursuant to Summons

### Present:

Councillor T Jefferson (Chairman) in the Chair; Cllrs R Dobson, L Hall, T Harrison, D Potter & W Scarth

Also present were: V J Pitts (Clerk), 2 Police representatives

### Action by

#### 1 ELECTION OF CHAIRMAN FOR 2015/16

- i) It was RESOLVED to elect Trevor Jefferson as Chairman
- ii) Cllr Trevor Jefferson signed the Declaration of Acceptance of Office of Chairman and witnessed by the Clerk

#### 2 TO RECEIVE APOLOGIES FOR ABSENCE

Cllr K Nellis

#### 3 ELECTION OF VICE-CHAIRMAN FOR 2015/2016

It was RESOLVED to elect Cllr Ray Dobson as Vice Chairman

#### 4 APPOINTMENT OF REPRESENTATIVES

The Clerk reiterated that no individual Cllr can act or make a decision on behalf of the parish council.

The following representatives posts were considered and decided upon:

- i. Reviewing Planning Applications:* Resolved that Cllrs TH & TJ would continue to review planning applications and bring the information to the parish council for decision
- ii. Monitoring of Footpaths for maintenance issues:* Resolved that Cllr DP would monitor footpaths
- iii. Monitoring of Benches for maintenance issues:* Resolved that Cllr RD would monitor benches
- iv. Monitoring of Public Conveniences/Bus Shelter for maintenance issues:* Resolved that Cllr RD would monitor the public conveniences for maintenance issues
- v. Attending External Third Party Meetings (ie Parish Forums etc):* It was Resolved that Cllrs would take it in turns to attend third party meetings
- vi. Laying of the Poppy Wreath on Remembrance Sunday:* Resolved that either Cllr RD or TJ would undertake this
- vii. Annual Collection of the Garths Fines:* Resolved that Cllr KN would undertake this
- viii. Annual Monitor Check of the Garths:* Resolved that Cllr TJ would undertake this

#### 5 FINANCIAL

The following was considered and decided upon:

- i) Appointment of Noel Stokoe as the Internal Auditor until further notice:* RESOLVED to appoint
- ii) Review and approve Financial Regulations:* RESOLVED to approved the amended Financial Regulations
- iii) Review and approve the Financial Risk Assessment:* RESOLVED to approve the amended Financial Risk Assessment

#### 6 REVIEW OF POLICIES

The following was considered and decided upon:

- i) Review the Code of Conduct and to decide whether to adopt the new SBC Code of Conduct or to continue with the NALC Code of Conduct adopted in 2012:* RESOLVED to continue with the NALC Code of Conduct adopted in 2012
- ii) Review and approve Standing Orders – no change:* Resolved to approve
- iii) Review and approve Complaints Procedure – no change:* Resolved to approve
- iv) Review the Freedom of Information Policy – no change:* Resolved to approve
- v) Review and approve Data Protection Policy - no change:* Resolved to approve
- vi) Review and approve the amended Publication Guide:* Resolved to approve
- vii) Guidance for the Effective Management of Recording at Local Councils and Parish Meetings – no change:* Resolved to approve

**7 REVIEW OF SUBSCRIPTIONS**

The following was considered and decided upon:

i) RESOLVED to continue with the subscription to YLCA

**8 MEETINGS FOR 2016/2017**

It was RESOLVED to accept the suggested meeting dates for 2016/17, with the option to cancel the August 2016 meeting in June

**9 DATE OF NEXT MEETING**

It was RESOLVED that the next meeting would follow the Annual Meeting of the Council on 17<sup>th</sup> May 2016 at Aislaby Parish Hall

Meeting finished at 7.12pm

Chairman

Dated