

## AISLABY PARISH COUNCIL

Minutes of the proceedings of the Annual Meeting of Aislaby Parish Council  
Held in The Parish Hall, Aislaby on Thursday 28<sup>th</sup> May 2015 pursuant to Summons

### Present:

Councillor T Jefferson (Chairman) in the Chair; Cllrs T Harrison, K Nellis, R Dobson

Also present were: V J Pitts (Clerk), 1 Member of the Public

Noted that the originally scheduled meeting on the 19<sup>th</sup> May 2015 had been inquorate

Prior to the start of the Annual Meeting of the Aislaby Parish Council all Councillors present completed and signed their Declaration of Acceptance of Office

### Action by

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

- i) Cllr Trevor Jefferson was nominated and proposed by Cllr R Dobson, seconded by Cllr T Harrison. 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 IDENTIFY ANY ITEMS FOR DISCUSSION THAT MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC

There was no need to exclude press and public as there would be no discussion of merits of candidates

#### 3 TO RECEIVE APOLOGIES FOR ABSENCE

None

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

It was RESOLVED to elect Cllr Ray Dobson as Vice Chairman

#### 5 DECLARATIONS OF ACCEPTANCE OF OFFICE

It was RESOLVED that potential co-opted councillors not present can sign their Acceptance of Office before the start of the 16<sup>th</sup> June 2015 meeting

#### 6 TO COOPT TWO PARISH COUNCILLORS

Nominations were received from Wendy Scarth and David Potter. David Potter unable to be present.

It was RESOLVED to coopt Wendy Scarth and David Potter to Aislaby Parish Council. Wendy Scarth signed the Declaration of Acceptance of Office and was welcomed to join the meeting. Clerk to send Wendy Scarth link to website containing all statutory documents/information.

VJP

#### 7 APPOINTMENT OF REPRESENTATIVES

The following representatives posts were considered and decided upon:

- i. *Reviewing Planning Applications*: RESOLVED Cllrs T Jefferson & T Harrison
- ii. *Monitoring of Footpaths for maintenance issues*: RESOLVED Cllrs R Dobson & K Nellis
- iii. *Monitoring of Benches for maintenance issues*: RESOLVED Cllrs R Dobson
- iv. *Monitoring of Public Conveniences/Bus Shelter for maintenance issues*: RESOLVED Cllrs R Dobson
- v. *Attending External Third Party Meetings (ie Parish Forums etc)*: Cllrs R Dobson

#### 8 FINANCIAL

The following was considered and decided upon:

- i) *Appointment of Noel Stokoe as the Internal Auditor for the 2015/16 Financial Year*: RESOLVED to appoint
- ii) *Review and approve Financial Regulations*: RESOLVED to continue with current version
- iii) *Review and approve the Financial Risk Assessment*: RESOLVED to continue with current version
- iv) *Review and approve the Asset Register*: RESOLVED to continue with current version

**9 REVIEW OF POLICIES**

The following was considered and decided upon:

- i) *Review and approve Standing Orders*: RESOLVED to continue with current version
- ii) *Review and approve Complaints Procedure*: RESOLVED to continue with current version
- iii) *Review and approve Freedom of Information Policy*: RESOLVED to continue with current version
- iv) *Review and approve Data Protection Policy*: RESOLVED to continue with current version

**10 REVIEW OF SUBSCRIPTIONS**

The following was considered and decided upon:

- i) RESOLVED to continue with the subscription to YLCA

**11 MEETINGS FOR 2015/16**

It was RESOLVED to accept the suggested meeting dates for 2015/16, with the option to cancel the August 2015 meeting in July

**12 DATE OF NEXT MEETING**

It was RESOLVED that the next meeting would follow the Annual Meeting of the Council on 28<sup>th</sup> May 2015 at Aislaby Parish Hall

Meeting finished at 7.20pm

Chairman

Dated