

Henstridge Parish Council

Clerk: Zöe Godden, Ashbourne House, Marsh Lane,
Henstridge, Somerset, BA8 0TG, Tel: 01963 362937
e-mail: clerk@henstridgeparishcouncil.org.uk

Draft minutes of the Annual Parish Council meeting held at the Henstridge Village Hall Lounge on Monday 16th May 2011.

Present

Councillors: Mickey Vincent (Chair), Geoff Jarvis, David Nichols, Adam Temperton, Simon Cullum, Caroline Rowland, Jim Fitch

Clerk: Zöe Godden

There were 4 members of the public in attendance.

The meeting commenced at 7.01pm.

1. To confirm that a quorum is present.

The clerk confirmed that a quorum was present.

2. To elect a Chairman of the Council and receive the Chairman's declaration of Office.

RESOLVED: Adam Temperton was proposed and unanimously elected to the role of chair, and completed the declaration of Office form accordingly.

3. To suspend standing orders 1r, 2e and 2h.

RESOLVED: It was proposed and agreed to suspend the standing orders as detailed above.

4. Chairman to call for nominations to fill the three vacant seats.

There were six nominations: Sue Place, Carolyn Nicholls, Paul White, Stuart Little, Jenny Witches and Mike Petherham.

5. To either accept the nominations en bloc if there are three or less than three nominations or to vote for each of the vacant seats in turn by a show of hands or secret ballot as deemed appropriate.

19:19 – Caroline Rowland arrived at the meeting.

There was a lengthy discussion regarding the method of voting for the new council members to fill the three vacancies. It was felt that the advice given by SALC contradicted the advice in the recommended text, 'Local Council Administration' by Charles Arnold-Baker. Geoff Jarvis asked the clerk to record that he wanted the council to be in a position of correctness.

19:32 – Mickey Vincent left the meeting.

RESOLVED: It was proposed and agreed that each councillor should write down the names of the six nominees and select three as their choices to fill the three vacancies.

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Adam Temperton asked the clerk to record that he disagrees with the above proposal on the grounds that it goes against SALC and 'Local Council Administration' advice and that he would not take part in the vote.

The three successful nominees were: Sue Place, Carolyn Nichols and Paul White.

- 6. To elect a Vice-Chairman of the Council and receive the Vice-Chairman's declaration of Office.**

RESOLVED: Dave Nicholls was proposed and unanimously elected to the role of vice-chair, and completed the declaration of Office form accordingly.

19:45 – Geoff Jarvis and Jim Fitch left the meeting.

- 7. To review and agree membership of the Planning Committee and appoint members as appropriate.**

RESOLVED: It was proposed and agreed to maintain the current position of all members being a part of the committee.

- 8. To appoint members of the Personnel Committee (incorporating grievance and disciplinary matters).**

RESOLVED: It was proposed and agreed to maintain the current position of all members being a part of the committee.

- 9. To review and agree any new cheque signatories to ensure the total number is five.**

RESOLVED: It was proposed and agreed that Dave Nichols shall be the new cheque signatory.

- 10. To appoint representatives of the Council.**

RESOLVED: It was proposed and agreed to appoint the following representatives (following agreement from Mr Crocker, Mrs Place, Mrs Oswick, Mr Vincent and Mr Brighten):

Henstridge Airfield Consultative Committee	Adam Temperton
Youth Representative	Sue Place
Village Hall Management Committee	Jean Oswick
Somerset Association of Local Councils	Caroline Rowland
Yenston Representative	Mickey Vincent

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Highways/Drains Representatives

Pete Crocker

Footpaths Representative

Simon Cullum

HALT

Paul Brighten

11. To approve as a correct record the minutes of the previous meeting held on 11.05.11.

RESOLVED: It was proposed and agreed to defer this item as too few councillors who were at the May meeting were in attendance

12. To review and adopt current standing orders and financial regulations.

RESOLVED: It was proposed and agreed to adopt the current standing orders and financial regulations.

13. To review inventory of land and assets.

The clerk read out the inventory.

14. To review and confirm arrangements for insurance cover.

The clerk gave an overview of the parish insurance arrangements and informed the council that the skate park was added to the policy on 21 April 2011.

15. To review the Council's complaints procedure, Freedom of Information Act 2000, Data Protection Act 1998 and policy for dealing with the press/media.

The Chairman pointed out that these procedures were adopted in June 2010. No proposal was made for any amendments.

16. To inform all councillors of the dates, times and places of the ordinary meetings of the full council for the year ahead.

RESOLVED: It was proposed and agreed that the clerk should send details of all forthcoming meetings to the council members.

17. Date of Next meeting – The next Parish Council meeting will be held on **Monday 6th June 2011**. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk by **9.00am on Thursday 26th May 2011**.

The meeting ended at 20:00



**Zöe Godden
Parish Clerk**