

Windle Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 15 May 2018 at 7pm at Eccleston Village Hall, Kiln Lane

Present Councillor A Bate (Chairman)
Councillor K Roughley (Deputy Chairman)
Councillor R Barton
Councillor A Dockerty
Councillor R Greatorex

Also in Attendance J Anderson, Clerk to the Council

- 1 Prayers: The Chairman, Cllr Richard Barton, welcomed everyone to the meeting. He opened the meeting with prayers for the work of the Council.
- 2 Apologies: Councillor W Ashcroft, Councillor J Cunliffe and Councillor E Uren
- 3 Acceptance of Office/Declaration of Interest: All Councillors present checked and updated, where necessary, Acceptance of Office and Declaration of Interest forms.
- 4 Appointment of Chairman for the Forthcoming Municipal Year:
It was proposed, seconded and resolved that Cllr Ann Bate be appointed Chairman for the forthcoming municipal year and having accepted her appointment was installed as Chairman.

Cllr Bate in the Chair

- 5 Appointment of Deputy Chairman:
It was proposed, second and resolved that Cllr Ken Roughley be appointed as Deputy Chairman for the forthcoming municipal year.
- 6 Council Procedures and Appointment of Committees: **Resolved that:**
 - (a) meetings, generally, would be held on the third Tuesday of each month commencing at 7.00pm, except in August, when there would not be a meeting. Quorum would be 3 members. The Annual Assembly would be held in March 2019
 - (b) a Finance Committee would give initial consideration to appropriate matters and make recommendations to the Parish Council. The Committee would comprise of the Chairman, Deputy Chairman, immediate past year's Chairman or any substitute member at the discretion of the Chairman
 - (c) for planning applications requiring early attention there be delegated powers to the Chairman, Deputy Chairman and a Parish Councillor resident in the vicinity of the site in question to consider the application
- 7 Standing Orders: **Resolved** to continue to use the SLCC model Standing Orders and Chairmanship approved at the September 2016 meeting.

- 8 Banking, Accounts and Financial Procedures: **Resolved that:**
(a) the NatWest Bank continue to be the Council's bank and cheques be signed by 2 members of the Council plus the Clerk to the Council in accordance with the current mandate
(b) the Financial Regulations issued by SLCC and approved at the September 2016 meeting continue to be used
(c) the responsibility for the financial affairs of the Council be vested in the Clerk to the Council, as the Responsible Financial Office (RFO)
(d) Councillors on Ecclesfield Management Committee be delegated authority to sign cheques in accordance with the management agreement
(e) Mr Philip Taylor to continue as internal auditor for 2018/19
- 9 Code of Conduct: **Resolved that:** the model Code of Conduct is adopted for 2018/19.
- 10 Representation on Other Bodies: **Resolved that:** the following members of the Council be approved as representatives on the following bodies:
(a) Bleak Hill Governors – not represented
(b) St Helens District Sports Council – Cllr W Ashcroft
(c) Age UK – Cllr E Uren
(d) Crime Prevention – Cllr K Roughley
(e) Ecclesfield Management Ctte – Cllr A Bate, Cllr A Dockerty and Cllr K Roughley

The meeting closed at 7.15pm

Signed:
Chairman

Date: