

# Capenhurst and Ledsham Parish Council

Wednesday 20th June 2018 in Capenhurst Village Hall at 7.00pm

## Annual Meeting of the Parish Council

### 1. Procedural matters

(a) Apologies. To receive apologies for absence: No apologies received.

Present: Cllr Hardwick, Cllr Bebbington, Cllr G Foster, Cllr T. Foster, Cllr Pemberton, Cllr Warden, Cllr Brassington (arrived at 7.09pm), Cllr Crowe.

Clerk Lisa Tiplady in attendance.

Urenco rep and no members of the public.

(b) Declarations of interest: None.

(c) Chairman's Report. Cllr Pemberton read out her Parish Council Chairperson's report.

(d) Current Chairman stands down.

(e) To elect a Chairman for the year 2018/19. Cllr Pemberton was elected as Chair. Proposed by Cllr T Foster and seconded by Cllr Tomlinson.

(f) To elect a Vice-Chairman for the year 2018/19. Cllr Warden was elected as Vice-Chair. Proposed by Cllr Tomlinson. Seconded by Cllr Bebbington.

(g) Report from B4RN To be discussed in ordinary meeting.

(h) Code of Conduct and Members' interests.

ACTION: Clerk to print new forms and bring to next meeting.

(i) Members Attendance at Parish Council Meetings 2017/2018. Attendance sheet circulated. Cllr Lewis has not attended a meeting in 6 months and will automatically be removed from the Parish Council.

ACTION: Clerk to write to Cllr Lewis to inform her of her removal from the Parish Council.

(j) Delegation to committees and employees.

Neighbourhood plan working group-To be discussed in a future ordinary meeting.

ChALC representative: Cllr Tomlinson.

(k) Review of standing orders, financial regulations and other policies and procedures.

These need to be reviewed as part of changes to GDPR and added to future agenda.

(l) Representation to outside bodies

i) Urenco (Capenhurst Ltd) Local Liaison Committee Urenco representative: Cllr Bebbington and Cllr Hardwick assigned role. Proposed by Cllr Tomlinson. Seconded by Cllr Pemberton

(m) Confirmation of the minutes of the Annual Meeting of the Council held on Tuesday 30th May 2017. Cllr Pemberton did not sign these as she felt the meeting should have been split into annual parish meeting and ordinary meeting.

Action: Clerk to discuss issue with ChALC.

(n) Matters arising from Ordinary meeting of the Council held on Tuesday 30th May 2017. Missing minutes for November 2016 Urenco meeting are still missing. Cllr Hardwick to investigate.

(o) Date of next Annual Meeting: 8th May 2019

Meeting closed at 7.39pm