

PAULTON PARISH COUNCIL

Minutes of the **Annual Parish Council** meeting held on
Tuesday 15th May 2018 at 7.00pm held in the meeting room, Village Hall, Paulton

PRESENT: Councillors H Brady, T Bridgeman, G Dix, L Hardman (at 7.25pm), H Howson, J Humphries, S Long, J Luxton, A Lyons (Chairman), P McSherry, C Mitchard, B Stevens, M Stevens and H Warren.

IN ATTENDANCE: Jo Swift – Clerk.

756. ELECTION OF CHAIRMAN 2018/19

Resolved – that Councillor A Lyons is elected Chairman of the Council for the municipal year 2018/19. The Chairman duly signed her Acceptance of Office.

757. ELECTION OF VICE- CHAIRMAN 2018/19

Resolved – that Councillor J Humphries is elected Vice Chairman of the Council for the municipal year 2018/19. The Vice Chairman duly signed the Acceptance of Office.

758. APOLOGIES FOR ABSENCE

There was none.

759. PUBLIC PARTICIPATION

There was none.

760. DECLARATIONS OF INTEREST

There was none.

761. CONFIRMATION OF MINUTES

Resolved – that the minutes of the meeting held on 10th April 2018 were confirmed as a true record and signed by the Chairman.

762. CASUAL VACANCY

Resolved – that James McMahon is co-opted onto Paulton Parish Council.

763. GENERAL DATA PROTECTION REGULATIONS

It was suggested that 'file encryption is installed' is removed from the Risk Assessment shown under the heading 'General Internet Security'.

Resolved – that with the change mentioned above all the policies and documents listed on the agenda were approved.

764. TERMS OF REFERENCE AND DELEGATION OF POWERS TO COMMITTEE

Resolved – that the terms of reference for all of the committees is approved.

765. APPOINTMENT OF MEMBERS TO COMMITTEES

Resolved – that the appointment of members to committees as per the attached schedule of committee membership 2018/19 is approved.

766. WORKING PARTIES

Resolved – that the following working parties/groups and membership will remain until May 2019.

Paulton Magazine – Councillors A Lyons, P McSherry and C Mitchard
Library/Hub – Councillors J Humphries, A Lyons, L Hardman and P McSherry
Communications Group – Councillors H Howson, J Humphries and P McSherry
Somerset Valley Enterprise Zone Key Stakeholder Group – Councillor J Humphries (back up Councillor B Stevens).

Councillor L Hardman arrived.

767. REVIEW OF PROPERTY PORTFOLIO

Resolved –

- (i) that a new working party is set up to review the Parish Councils property portfolio and ensure all leases, valuations, states of repair and financial information is up to date and actioned. The working party will report back to the Parish Council at future meetings.
- (ii) Councillors T Bridgeman, H Howson and J Humphries are appointed to the 'Property Portfolio' working party and the meetings will be held on an ad hoc basis.

768. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND PARTNERSHIP GROUPS 2018/2019

Resolved – that the following Parish Councillors are appointed to the outside bodies:

- ALCA – Councillor J Humphries and J Luxton.
- Dial A Ride – Councillor H Warren.

769. NEW WEBSITE

Thanks were given to Councillor Humphries for his work in producing the new website.

The website was shown on the screen and some minor amendments were suggested. Council services are to be added in more detail i.e. what B&NES Council is responsible for and what the Parish Council is responsible for. All Councillors will be sent the link to the new website for any final comments before the new website goes live.

The 'YourPaulton' community website will have a link on the new Paulton Parish Council website and will remain as it is. It will be monitored to ensure that there are no further IT issues and that it remains working fully.

Resolved – that the working party take the new website into a live position on 11.06.18 following some final tweaks.

770. PROPOSED EXTENSION UPDATE – PAULTON COMMUNITY POOL

The Clerk reported that a grant application (for Sports England) is presently being completed and will be completed and sent off by the end of June at the latest.

771. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is on **Tuesday 19th June 2018 at 7.00pm.**

772. EXCLUSION OF PRESS AND PUBLIC

Resolved – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider commercial matters.

773. HR & HS SERVICES RENEWAL

Resolved –

- (i) That Peninsula Group Ltd is appointed for 3 years to provide advice and support for HR and H&S matters.
- (ii) That the final cost for Ellis Whittham is split between the Parish Council and Paulton Community Pool on a 50/50 basis.

The meeting finished at 8.20pm

Signed: Date:
(Chairman)