

PAULTON PARISH COUNCIL

Minutes of the **Annual Parish Council** meeting held on
Tuesday 21st May 2019 at 7.00pm held in the meeting room, Village Hall, Paulton

PRESENT: Councillors T Bridgeman, M Colliver, Z Escott, D Garlick, G Garlick, H Howson, A Lyons, P McSherry, A Meaton, C Mitchard, L Quinn, B Stevens, M Stevens and H Warren.

IN ATTENDANCE: Jo Swift – Clerk.

951. ELECTION OF CHAIRMAN 2019/20

There were 2 nominations, it was agreed for a secret ballot to be held.

Resolved – that Councillor G Garlick is elected Chairman of the Council for the municipal year 2019/20. The Chairman duly signed her Acceptance of Office.

952. ELECTION OF VICE- CHAIRMAN 2019/20

There were 2 nominations, it was agreed for a secret ballot to be held.

Resolved – that Councillor H Howson is elected Vice Chairman of the Council for the municipal year 2019/20. The Vice Chairman duly signed the Acceptance of Office.

953. APOLOGIES FOR ABSENCE

Apologies were received and accepted for Councillors G Dix and L Hardman. Apologies were not received from Councillor J Humphries.

954. PUBLIC PARTICIPATION

There was none.

955. DECLARATIONS OF INTEREST

Later in the meeting Councillor Z Escott declared an interest in respect of her being the café owner at the Hub.

956. CONFIRMATION OF MINUTES

Resolved – that the minutes of the meeting held on 23rd April 2019 were confirmed as a true record and signed by the Chairman.

It was agreed to move agenda item 18 to this point on the agenda.

957. REPLACEMENT UTILITY VEHICLE

Resolved – that a Kubota is purchased at a cost of £16,000.

958. COUNCILLOR TRAINING

The information, that Councillor training has been arranged for all Councillors on Tuesday 4th June 2019 at 7pm, was noted.

959. SCHEDULE OF MEETINGS 2019/2020

Resolved – that with the agreed amendments the schedule of meetings for 2019/2020 was approved.

960. GENERAL POWER OF COMPETENCE

Resolved – that the Parish Council meets the criteria for eligibility and adopts the General Power of Competence.

Councillor M Colliver arrived.

961. REVIEW OF STANDING ORDERS

Resolved – that with the agreed changes (attached) the Standing Orders were approved and adopted.

962. REVIEW OF FINANCIAL REGULATIONS

The information was noted.

963. REVIEW OF PAULTON MAGAZINE

A lengthy discussion took place and all the options were considered. All agreed that a magazine, in some format, was the preference. The Clerk reported that the existing staff do not want to work on the magazine or have their contracted hours increased.

Resolved – that option 1 in the report was the agreed. A new member of staff will be recruited and the magazine working party will continue with the existing Terms of Reference made up of the following membership - Councillors Z Escott, A Lyons, P McSherry and H Warren.

964. REVIEW OF COMMITTEES AND WORKING PARTIES

Resolved – that the following recommendations were approved:

- That Planning and Highways remains together as one committee.
- That an Internal Audit committee is formed that will meet annually.
- That a Hub working party is set up to continue with the process of Paulton Parish Council taking over the Hub and that Councillor G Garlick joins this working party with the existing members. Councillor J Humphries to be asked to confirm his intentions as to whether he will be on the working party or not.
- That a Hub Management committee is formed once the Parish Council are responsible for the facility. The Terms of Reference and meeting dates to be decided upon.
- That 9 Councillors are appointed to each committee with the exception of the Staffing committee that will have 5.

965. TERMS OF REFERENCE AND DELEGATION OF POWERS TO COMMITTEE

Resolved – that the Terms of Reference were approved with the following agreed changes:

- Staffing Committee – the Terms of Reference on page 1 of 6 were approved with a change to the wording of the requirement – ‘members must be willing to provide support to all employees’.

- Events membership to be changed to read 9 members.
- Hub working party Terms of Reference to be the same as the old Hub Management committee.

966. APPOINTMENT OF MEMBERS TO COMMITTEES

The Staffing and Parks and Amenities committees were over subscribed. It was agreed to hold a secret ballot.

Resolved – that the appointment of members to committees and working parties as per the attached schedule of committee membership 2019/20 is approved.

967. CHARITY MANAGEMENT COMMITTEE

Resolved – that Pool Management membership are Councillors A Lyons, P McSherry and C Mitchard.

968. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND PARTNERSHIP GROUPS 2019/2020

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

- Somer Valley Enterprise Zone Key Stakeholder Group – Councillor B Stevens.
- ALCA – Chairman and Vice Chairman
- Dial A Ride – Councillor H Warren.

Resolved – that the following was noted:

- Parish Liaison - Chairman of the Council and Clerk are invited to attend these meetings.
- Youth Cluster Group – Chairman of the Council and the Clerk

969. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is on **Tuesday 25th June 2019 at 7.00pm.**

970. 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 a staffing matter.

971. STAFFING MATTER

The Clerk reported that the recruitment process had taken place and a new Clerk had been recruited, the official start date is 1st September 2019 however there will be some hand overs before this date.

The meeting finished at 9.25pm

Signed: Date:
(Chairman)