



## ST OSYTH PARISH COUNCIL

Minutes of the Annual General Meeting  
held in the Village Hall, St Osyth  
on Thursday 15<sup>th</sup> May 2014 at 7.30 pm



**PRESENT:** Chairman Cllr. Sonia Grantham, Cllrs, Alma Blockley, Gary Coe, Lesley Fuller, John Kemp, Colleen Peverell, Alan Rolfe, Michael Talbot & John White

**APOLOGIES:** Cllrs George Gibbs, Jean Smith & Julie Ward

**MINUTES:** Neil Williams

**PUBLIC PRESENT:** Four

### **AGM-14-001 ELECTION OF THE CHAIRMAN OF THE COUNCIL:**

The Clerk called for nominations. Cllr. Talbot moved that Cllr. Grantham remain as the Chairman of the Council, thanking her on behalf of the Council for her work throughout the year. The nomination was seconded by Cllr. Peverell. Members unanimously agreed that Cllr. Grantham be elected Parish Council Chairman for 2014/2015. Cllr. Grantham accepted the post and duly signed the Declaration of Acceptance of Office.

### **AGM-14-002 RESIGNATION OF APPOINTMENT:**

The Chairman narrated a letter of resignation submitted by Cllr. Clarke, in which he thanked the Council and in particular the Chairman for all they had done for the good and benefit of the Parish. The Chairman wished that a debt of gratitude for all that Cllr. Clarke had done for the Parish be minuted.

### **AGM-14-003 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL:**

The Chairman called for nominations for Vice-Chairman. Cllr. White moved that Cllr. Kemp assume the appointment of Vice-Chairman of the Council, the nomination being seconded by Cllr. Rolfe. Members unanimously agreed that Cllr. Kemp be elected Vice-Chairman of the Parish Council for 2014/2015. Cllr. Kemp accepted the post and duly signed the Declaration of Acceptance of Office.

### **AGM-14-004 MEMBERS DECLARATION OF INTEREST:**

The Chairman advised Councillors, that under Section 31 of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, they had a responsibility to declare any Disclosable Pecuniary Interests or Personal Interests in any matter to be discussed.

### **AGM-14-005 MINUTES:**

The minutes of the Annual General Meeting of 16<sup>th</sup> May 2013, having already been signed by the Vice-Chairman as a true and accurate record on 20<sup>th</sup> June 2013 under reference **G-13-032** were noted.

**AGM-14-006 STATUTORY COMMITTEES, WORKING PARTIES AND REPRESENTATIVES:**

<b>Membership of Council Committees</b>	
<b>General Council Meetings</b>	All Councillors (12) (1 Vacancy)
<b>Planning Meetings</b>	All Councillors (12) (1 Vacancy)
<b>Finance Committee</b>	Chairman, Vice Chairman Cllrs. Coe, Smith, Talbot, Ward & White (7)
<b>Cemetery Committee</b>	Cllr. J Smith Cllrs. Grantham, Peverell, Rolfe, Talbot, Ward & White (7)
<b>Personnel Committee</b>	Chairman Cllrs. Kemp, Smith & Ward (4) (1 Vacancy)
<b>Working Parties</b>	
<b>Playground, Youth &amp; Open Spaces</b>	Cllr. L Fuller Cllrs. Grantham, Clarke, Peverell, Smith & Ward (6)
<b>Highways Working Party</b>	Cllrs. Grantham, Gibbs, Fuller & Kemp (4) (1 Vacancy)
<b>Blooms in St. Osyth</b>	Cllrs. Grantham, Fuller & Ward (3)
<b>Martins Farm</b>	Cllrs. Rolfe, Grantham, Fuller & Ward (4)
<b>Council Representatives</b>	
<b>Footpaths</b>	Cllr. Peverell
<b>Tendring District Association of Local Councils (TDALC)</b>	Cllr. Talbot
<b>Essex Association of Local Council Committee</b>	Cllr. Talbot District via TDALC
<b>Parish Public Transport Representative Scheme</b>	Cllr. Gibbs
<b>Parish Web Site Advisers</b>	Cllr. Talbot
<b>Police Liaison Officers</b>	Cllrs Grantham & Blockley
<b>Parish Tree Warden</b>	Cllr. Grantham
<b>Nominative Trusteeships / Representatives</b>	
<b>St Osyth Almshouses</b>	Cllrs. White & Gibbs
<b>Point Clear Community Association</b>	Cllr. Fuller
<b>Village Hall</b>	Cllr. Kemp
<b>Older Persons</b>	Cllr. Gibbs
<b>St Osyth Playing Field Charity</b>	Cllrs. Coe, Peverell & Smith
<b>Colne Estuary Partnership</b>	Cllrs. White & Smith (Parish Rep)
<b>Bradwell Power Station</b>	Cllr. White

**AGM-14-007 PAYMENT OF ANNUAL SUBSCRIPTIONS AND MEMBERSHIPS:**

This item was referred to the Finance Committee for consideration. All agreed.

**AGM-14-008 PAYMENT OF COUNCILLOR'S ALLOWANCES:**

It was agreed the list of allowances be displayed as a public notice. All agreed.

**AGM-14-009 REVIEW OF STANDING ORDERS, FINANCIAL REGULATIONS AND INSURANCE POLICY:**

It was agreed that these items be referred to the Finance Committee for review. All agreed.

**AGM-14-010 APPOINTMENT OF RESPONSIBLE FINANCIAL OFFICER AND INDEPENDENT INTERNAL AUDITOR:**

The Chairman informed the Council of the requirement to appoint Mr Martin Walsh as the Responsible Financial Officer and Heelis & Lodge as the Independent Internal Auditor. This was proposed by Cllr. White and seconded by Cllr. Fuller. All agreed.

The business of the Annual Meeting was concluded at 7.55pm.

The General Meeting followed.

Signature: *[Signed on Original]*  
SW Grantham  
Chairman