



ST OSYTH PARISH COUNCIL

Minutes of the Annual General Meeting
held in the Village Hall, St Osyth
on Thursday 17th May 2018 at 7.15 pm



PRESENT: Chairman: Cllr. Sonia Grantham, Vice-Chairman: Cllr. John Kemp
Cllr's Alma Blockley, David Cooper, Ray French, Mandy Kelly,
John Lockwood, Jean Smith, Michael Talbot, Michele Thomas,
Julie Ward & John White

Martin Walsh (Responsible Financial Officer (RFO))

NOT PRESENT: Cllr. Colleen Peverell

MINUTES: Neil Williams

PUBLIC PRESENT: None

AGM-18-001 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 previous year. The nomination was seconded by Cllr. Ward. Members unanimously agreed that Cllr. Grantham be elected Parish Council Chairman for 2018/2019. Cllr. Grantham accepted the post and duly signed the Declaration of Acceptance of Office.

RESOLVED: That Cllr. Sonia Grantham be elected Chairman of the Parish Council for 2018/2019.

AGM-18-002 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL:

The Chairman called for nominations for Vice-Chairman. Cllr. Cooper moved that Cllr. Kemp retain the appointment of Vice-Chairman of the Council, the nomination being seconded by Cllr. Ward. Members unanimously agreed that Cllr. Kemp be elected Vice-Chairman of the Parish Council for 2018/2019. Cllr. Kemp accepted the post and duly signed the Declaration of Acceptance of Office.

RESOLVED: That Cllr. John Kemp be elected Vice-Chairman of the Parish Council for 2018/2019.

AGM-18-003 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 Pecuniary or Non-Pecuniary Interests in any matter to be discussed.

Cllr. Kelly declared a Non-Pecuniary Interest in respect of Planning Application 18/00641/LUEX.

Cllr. Thomas declared a Non-Pecuniary Interest in respect of Planning Application 18/00572/FUL.

AGM-18-004 MINUTES:

The minutes of the Annual General Meeting of 18th May 2017, having already been signed by the Chairman as a true and accurate record on 15th June 2017, under reference **G-17-039**, were noted.

AGM-18-005 STATUTORY COMMITTEES, WORKING PARTIES & NOMINATED REPRESENTATIVES:

Membership of Council Committees	
Ordinary / Planning Meetings	All Councillors
Cemetery Committee	Cllr's Smith, Blockley, Kelly, Peverell, Thomas & Ward
Finance Committee	Cllr's Grantham, Kemp, Cooper, French, Lockwood, Talbot & White
Personnel Committee	Cllr's Grantham, Kemp, Blockley, Cooper & Thomas
Working Parties	
Blooms in St. Osyth	Cllr's Grantham, Blockley & Ward
Highways Working Party	Cllr's Grantham, Kemp, Blockley, Cooper, French & Lockwood
Martins Farm	Cllr. Grantham
Playground, Youth & Open Spaces	Cllr's Ward, French, Grantham, Kelly & Smith
Council Representatives	
Footpaths	Cllr. Peverell
Tendring District Association of Local Councils (TDALC)	Cllr. Talbot
Essex Association of Local Councils	Cllr. Talbot (District via TDALC)
Parish Website	Cllr. Lockwood
Planters & Bins	Cllr. Ward
Police Crime Statistics	Cllr's Cooper (St Osyth) & Kelly (Point Clear)
Tree Warden	Cllr. French
Nominative Trusteeships / Representatives	
Almshouses	Cllr's White & Cooper
Bradwell Power Station	Cllr. White
Playing Field Charity	Cllr. Thomas
Point Clear Community Association	Cllr. Blockley
Village Hall	Cllr. Kemp

AGM-18-006 PAYMENT OF ANNUAL SUBSCRIPTIONS AND MEMBERSHIPS:

RESOLVED: That the list of annual subscriptions and memberships, as circulated, be approved. All agreed.

AGM-18-007 PAYMENT OF COUNCILLOR'S ALLOWANCES:

RESOLVED: That the public notification of Councillors allowances, as circulated, be approved. All agreed.

AGM-18-008 REVIEW OF STANDING ORDERS, FINANCIAL REGULATIONS AND FINANCIAL RISK ASSESSMENT:

RESOLVED: That Standing Orders, Financial Regulations and the Financial Risk Assessment be referred to the Finance Committee for review, at the meeting scheduled for 11th July 2018. All agreed.

AGM-18-009 REVIEW OF INSURANCE POLICY:

The Clerk informed the Council that as the Insurance Policy was due for renewal by 1st June 2018, he had, together with the RFO, reviewed the policy and was satisfied that the policy met the requirements of the Parish Council.

RESOLVED: That the Council agree the recommendation of the Clerk and RFO to accept the renewal of the Insurance Policy. The motion was proposed by Cllr. Cooper and seconded by Cllr. French. All agreed.

AGM-18-010 REVIEW OF PARISH COUNCIL DEEDS:

The Clerk informed the Council that having recently been audited, the Deeds were available for inspection, should any Councillor wish to do so.

AGM-18-011 APPOINTMENT OF RESPONSIBLE FINANCIAL OFFICER AND INDEPENDENT INTERNAL AUDITOR:

The Chairman informed the Council of the statutory requirement to appoint a Responsible Financial Officer and Independent Internal Auditor.

RESOLVED: That Mr Martin Walsh be appointed as the Responsible Financial Officer and that Heather Heelis, Heelis & Lodge, be appointed as the Independent Internal Auditor. This was proposed by Cllr. Kelly and seconded by Cllr. Blockley. All agreed.

The business of the Annual Meeting was concluded at 7.25 pm.

The Ordinary Meeting of the Parish Council followed.

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