

ANNUAL GENERAL MEETING of the FULL COUNCIL

Minutes of the **Annual General Meeting of Stirchley and Brookside Parish Council** held on:-
Tuesday 23rd May 2017 at the **Sambrook Centre** at **7:30pm**

Present: Councillors: ARH England, R Fagan, Mrs L Hogger, J Loveridge, Mrs J Loveridge, M Randle, G Sinclair, C Turley, and A Watkin.

Also Present: Mrs G Bailey (Parish Clerk/RFO), Mrs S Middleton (Deputy Clerk/Community & Facilities Manager) and Mr C Corbett (Committee & Finance Secretary – taking the minutes)

Public Open Session

There were no members of the general public present.

FC/17/01 ELECTION OF A CHAIR

It was proposed by Cllr ARH England, and seconded by Cllr M Randle, and subsequently unanimously **RESOLVED – that Cllr Mrs J Loveridge be elected to the position of Chair of the Parish Council for 2017/18.**

FC/17/02 ACCEPTANCE OF OFFICE

The Chair's Declaration of Acceptance of Office was duly signed and dated, and witnessed by the Parish Clerk.

FC/17/03 ELECTION OF A VICE-CHAIR

It was proposed by Cllr J Loveridge, and seconded by Cllr G Sinclair, and subsequently unanimously **RESOLVED – that Cllr M Randle be elected to the position of Vice-Chair of the Parish Council for 2017/18.**

FC/17/04 ACCEPTANCE OF OFFICE

The Vice-Chair's Declaration of Acceptance of Office was duly signed and dated, and witnessed by the Parish Clerk.

FC/17/05 APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were received from Cllr T Bate (work commitment) Cllr S Parr (personal matter) and Cllr R Breeze (another engagement)

Cllrs J Loveridge and Cllr Mrs J Loveridge declared their pecuniary interest in Agenda Item FC/17/13 Personal Allowances – and declared that they would leave the meeting room during its consideration.

FC/17/06 MINUTES

RESOLVED – that the minutes of the last meeting of the Council held on 25th April 2017 be approved as a true record and signed by the Chair.

FC/17/07 MATTERS ARISING

Cllr Watkin clarified the minute relating to cars left abandoned in Stirchley.

FC/17/08 PARISH CLERK'S REPORT

The Parish Clerk explained orally to the meeting that the new roof at the Sambrook Centre had been completed, bar some minor snags that were dependent upon the next stage of refurbishment to the building, and the scaffolding would be removed in the next two days.

Borrowing approval had recently been received to allow the Parish Council to apply for a Public Works Loan.

The Clerk also happily reported that she had spoken to local youths recently and thanked them for not causing any issues around the roof replacement works. Consequently she asked the meeting for approval to organise a suitable event/trip for the youngsters (possible a paintball event up to the value of £500 etc.) It was moved by Cllr J Loveridge and seconded by Cllr M Randle and **Resolved that an event be organised** (The Clerk indicated that there was provision in the current budget for such community events)

Cllr A Watkin suggested that such events be planned and held every 3 Months.

The Clerk reported that the Vacancy for Parish Councillor had surpassed the deadline for an election and now had to be advertised for co-option, to then be determined by the Full Council, hopefully at the next meeting in June 2017. The vacancy would be advertised on social media on posters in the community and by official notice.

The new café operation at Brookside Central had been agreed and Members were invited to an initial event at the Cafe on Friday 2nd June 12noon until 2pm. The public opening was planned for 5th June. Cllr England encouraged all members to attend and to reinforce the Parish Council's role and responsibilities for Brookside Central usage.

FC/17/09 **MONTHLY FINANCIAL REPORTS**

The monthly receipts and payments report and the monthly investment report, together with the monthly payroll report were presented to the Council for approval.

It was proposed by Cllr R Fagan and seconded by Cllr L Hogger and subsequently unanimously **RESOLVED that the Monthly Financial Reports, as presented to the Council, be approved.**

FC/17/10 **ANNUAL REPORT**

The Council received the Annual Report for 2016/17 from the Parish Clerk. It commented upon new staff additions, Sam Middleton and Chris Corbett; and Cllr J Turley stepping down from her position after 13 years' service to the local community. The refurbishment of the Sambrook Centre was progressing. The Storchley Community Library was operating successfully since its adoption by the Parish Council. Brookside Central had been kept open due to a joint venture by the community group Brookside Central Charitable Incorporated Organisation and the Parish Council. Furthermore many environmental projects were planned for coming months to maintain and improve the local outdoor areas.

It was proposed by Cllr ARH England and seconded by Cllr J Loveridge and subsequently unanimously **RESOLVED that the Annual Report 2016/17, as presented to the Council, be approved.**

FC/17/11 **REVIEW OF STANDING ORDERS**

The Council considered a revised version of the current Standing Orders of the Parish Council that suggested some amendments to reflect the General Power of Competence and the timing of the review of key documents in the year.

It was proposed by Cllr J Loveridge and seconded by Cllr R Fagan and subsequently unanimously **RESOLVED that the amended Standing Orders, as presented, be approved.**

FC/17/12 **SALC/NALC MEMBERSHIP**

Members were requested to agree payment for Membership of SALC/NALC at a cost of £1,715.86. It was proposed by Cllr J Loveridge and seconded by Cllr G Sinclair and subsequently unanimously **RESOLVED that the Membership of SALC/NALC, at a cost of £1,715.86, be approved.**

FC/17/13

SUBSCRIPTIONS

The Council considered payment of the following annual subscriptions:-Society of Local Council Clerks, £235.00 for Deputy Clerk, Local Council Review (NALC 4 issues - £17.00 x 5 = £85.00 and Direct Information service (NALC's fortnightly on line information bulletin - £135 for one year)- free for members.

It was proposed by Cllr J Loveridge and seconded by Cllr M Randle and subsequently unanimously **RESOLVED that the SLCC membership for the Deputy Clerk be approved, the LCR editions be reduced to 2 copies per edition, and that the Direct Information Service be continued as a free service for NALC members.**

FC/17/14

BASIC ALLOWANCES

The Council was requested to approve the payment of Parish Basic Allowance of £ 500.00p.a. to eligible Parish Councillors for 2017-18; and to approve payment of the Chair's Allowance of £1000.00p.a. for 2017-18.

It was proposed by Cllr G Sinclair and seconded by Cllr ARH England and subsequently **RESOLVED that the Parish Basic Allowance of £500 p.a. for eligible Parish Councillors; and the Chair's Allowance of £1,000 p.a. for 2017/18 be approved.**

Cllrs J Loveridge and Mrs J Loveridge, having previously declared their interest, left the meeting room during consideration and determination of the agenda item pertaining to the Chair's Allowance.

FC/17/15

MEMBERSHIP OF STANDING COMMITTEES ETC

The Council undertook to elect its committee membership for 2017/18.

It was proposed by Cllr ARH England and seconded by Cllr L Hogger and subsequently unanimously **RESOLVED that the Committee Membership positions for 2017/18, as noted below, be approved.**

Policy and Resources Committee (9 members) comprising Cllrs R Breeze, R Fagan, ARH England, J Loveridge, S Parr, M Randle, C Turley and A Watkin with 1 vacancy.

Community and Environment Committee (8 members) comprising Cllrs T Bate, R Breeze, L Hogger, J Loveridge, S Parr, M Randle, G Sinclair, and A Watkin.

Emergency Committee (4 members) comprising the Chairs of the Council, the Policy & Resources Committee, the Community & Environment Committee and the Vice-Chair of the Council.

Audit Sub Committee (3 members – plus substitute) comprising Cllrs S Parr, C Turley and A Watkin, plus Cllr J Loveridge as Substitute Member in the absence of another Member.

Investment Sub-Group (3 members) comprising Cllrs S Parr, G Sinclair and A Watkin

The Chair of the Council holds an Ex-Officio position on all Committees (Standing Order 4e)

FC/17/16

OUTSIDE BODIES

Members were requested to appoint representatives to outside bodies for 2017/18.

It was proposed by Cllr J Loveridge and seconded by Cllr L Hogger and subsequently unanimously **RESOLVED that the representatives to the following Outside bodies for 2017/18 be approved :- South Telford Rights of Way Partnership (2 reps) Cllrs G Sinclair and C Turley
Telford & Wrekin Parishes Forum (1 rep) – Cllr G Sinclair
Tree Warden – Cllr G Sinclair**

Any resulting SALC appointments (Wrekin Area Committee) – Cllr G Sinclair.

FC/17/17

SCHEDULE OF MEETINGS 2017/18

The Council was requested to consider dates for meetings 2017-18 and a schedule of meeting dates was presented.

It was proposed by Cllr R Fagan and seconded by Cllr L Hogger and subsequently unanimously **RESOLVED that, subject to the proposed date of the Personnel Sub Committee being changed from 4th July to 8th August, the Meetings Schedule 2017/18 as presented to the Council, be approved.**

FC/17/18

COUNCILLOR'S REPORTS

The meeting received any reports from councillors on current matters in the parish.

- a. Cllr A Watkin – Man with a rifle, possibly an air rifle, seen in wooded area in Stirchley – reported to police
- b. Cllr G Sinclair – attended recent seminar at BTW re pre Application advice for Planning Applications. Highly likely that BTW would charge for Planning Advice in the future. Suggested that it be discussed by the next Community & Environment Committee.

Chair

Date.....