

SOUTH FERRIBY PARISH COUNCIL

Un-Approved Minutes of the Annual Council Meeting held on Monday 10th May 2010 at 7.15pm in South Ferriby Village Hall

Present

Cllr Roy Holloway (Chair)	Cllr Alan Fisher
Cllr Sara Haddon	Cllr Dave Mouncey
Cllr Gavin Richards	Cllr Mick Riley
Cllr Carol Smith	Cllr Kate Smith
Cllr Sally Yarrington	

Ward Cllr John Berry
and 3 members of the public (part).

1005/1 To elect Chairperson

Cllr Kate Smith nominated Cllr Holloway for the position of Chairman and this was seconded by Cllr Haddon and unanimously agreed. Cllr Holloway signed the Declaration of Acceptance of Office.

1005/2 To elect Vice-Chairperson

Cllr Haddon proposed that Cllr Fisher be elected as Vice-Chairman. This was seconded by Cllr Mouncey and unanimously agreed.

1005/3 Apologies

Apologies for absence were received from Ward Cllrs Carl and Nigel Sherwood and PC Jane Proud.

1005/4 Minutes of Previous Meeting

The Minutes of the Annual Parish Council Meeting held on 11th May, 2009 were approved and signed. Prop: KS, 2nd: DM, unanimous

1005/5 Election of Officers

It was unanimously resolved that the following Councillors be elected to the following committees for 2010/11:

Cemex Liaison:	Cllrs Haddon and Mouncey	Prop: SY, 2 nd : KS
Low Villages Forum:	Cllr Holloway	Prop: AF, 2 nd : SY
NLC Liaison Committee:	Cllr Carol Smith	Prop: KS, 2 nd : AF
Police NATS Committee:	Cllr Dave Mouncey	Prop: SY, 2 nd : CS

Cllr Mouncey also advised the Council that he attends the Humber Estuary Advisory Group on behalf of another group and would be willing to represent the Council there too should this be agreed. Discussion followed and **this was unanimously resolved** providing there be no expense to the Council. Prop: SY, 2nd: CS,

1005/6 Annual Account Statement

APPENDIX A (PARTS 1 AND 2):

a. Following discussion, **the annual accounts were unanimously accepted** as a true record and duly signed. Prop: KS, 2nd: DM, unanimous

It was further requested that a summary of the Project Accounts be circulated once completed. **ACTION: Clerk**

b. Cllr Holloway read out the Audit Commission Annual Return and it was agreed correct and duly signed. Prop: SY, 2nd KS, unanimous

Cllr Holloway read out the Internal Auditors comments and these were noted.

Following discussion, **it was resolved** that:

- (i) The bank statements and invoices be initialled by the Chairman or a Councillor.
- (ii) The minute number recording approval should be put on each invoice for easy reference.
- (iii) The matter of a pension or related gratuity be agenda'd for discussion.
ACTION: Clerk
- (iv) Consideration of an annual payment to the Clerk towards electricity, lighting and heating be agenda'd for discussion.
ACTION: Clerk
- (v) Consideration of a name change on the Children's Playground Account; Clerk to make further enquiries and agenda the item for future discussion.
ACTION: Clerk

1005/7 **Standing Orders**

APPENDIX B: The revised Model Standing Orders provided by N.A.L.C. were read out by the Clerk and predominantly agreed although the Clerk was asked to provide further information on some items and re-agenda the item for approval.

ACTION: Clerk

1005/8 **Financial Regulations**

a. APPENDIX C: The Council reviewed their Financial Regulations and these were approved. Prop: DM, 2nd: AF, unanimous. Clerk to forward revised copies to each Councillor.

ACTION: Clerk

b. **It was resolved that** the quarterly telephone and gardening bills be paid by Direct Debit. Clerk to arrange. Prop: SY, 2nd: DM

ACTION: Clerk

1005/9 **Insurance and Risk Assessments**

a. The Clerk requested that the review of risk assessments be re-agenda'd for the June / July meeting following completion.

ACTION: Clerk

b. APPENDIX D: The meeting considered the Council's insurance premiums and cover and **agreed to** a non-legally binding offer from Aon to provide three years cover providing they remain competitive. Prop: SY, 2nd: AF, unanimous.

ACTION: Clerk

c. APPENDIX E: Following discussion, it was agreed to re-agenda a review of the Asset Register pending further investigation by the Clerk.

ACTION: Clerk

1005/10 **Public Comment**

No items were raised by members of the public.