

# Tidenham Parish Council

Tidenham Parish Council 2017/18 – Page 1

Minutes of the Annual Meeting of the Parish Council held on Wednesday 17<sup>th</sup> May 2017 at 7pm in the War Memorial Hall, Tutshill.

**Present:**

Councillors: Birch, Bollen, Duff, Evans, Gregory, Molyneux, O'Toole and Powell.

Officers: Clerk (Carol Hinton), Admin Assistant (Kevin Duffin)

Also present: Mr Jake Lewis

**1. CHAIRMAN**

**a) To elect** a Chairman for 2017/2018

Councillor Powell was proposed and with no other proposals was elected unopposed

**b) Chairman to sign** the Declaration of Acceptance of Office

Declaration of Office duly signed.

**2. VICE CHAIRMAN**

**a) To elect** a Vice Chairman for 2017/2018

Councillor Evans was proposed and with no other proposals was elected unopposed

**b) Vice Chairman to sign** the Declaration of Acceptance of Office

Declaration of Office duly signed.

**3. ATTENDANCE**

**a) No apologies for absence** had been received.

**b) No apologies to be accepted.**

**4. DECLARATIONS OF INTEREST**

**a) Resolved to note** no changes to previous declarations from Councillors to be declared.

**b) Resolved to receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

**c) Resolved to consider any Dispensation Requests** received by the Parish Clerk and not previously considered. (Dispensation for members of the Mopla Cottages Committee to be granted at June meeting)

**5. REMIT OF COMMITTEES**

**Resolved to adopt** Remit of Committees as proposed subject to changes discussed.

**6. STANDING COMMITTEES**

**Resolved to Appoint** members as follows:

*Amenities Committee* – Councillors Bollen, Gregory, Molyneux plus Chair and Vice Chair

*Planning, Development Control and Highways Committee* – Councillors Birch, Bollen, Gregory, O'Toole plus Chair and Vice Chair

*Finance and Probity Committee* – Councillors Bollen, Gregory, Molyneux plus Chair and Vice Chair

*Mopla Cottages Committee* – As Finance and Probity Committee

**7. PUBLIC AND CHARITABLE BODIES**

**To consider** appointments to Public and Charitable Bodies

*Poor's Allotment* – Councillor Molyneux, Carole Dawson and Dawn Cracknell still representatives.

*Sedbury and Beachley Village Hall* – Councillors Birch, Bollen, and Mrs Hamilton

*Tidenham War Memorial Hall* – Clerk to contact Hall Committee regarding Council vacancies.

*Severn Area Rescue* – Councillor Evans

8. **STANDING ORDERS**  
**Resolved to adopt** Standing Orders as proposed
9. **FINANCIAL REGULATIONS**  
**Resolved to adopt** Financial Regulations as proposed
10. **APPOINTMENT OF BANKERS**
  - a) **Resolved to accept** safety of investments/bank accounts as per Investment Strategy and Financial Risk Assessment adopted March 2017 Minute 2016/2017 page 28 item 14
  - b) **Resolved to confirm** Lloyds Bank as bankers and Monmouthshire Building Society for investment account with signatories as follows:  
Lloyds Treasurers Account– Clerk plus 2 of Councillors Bollen, Gregory, O’Toole and Powell.  
Mopla Account – Clerk plus 2 of Councillors Bollen, Gregory and Molyneux  
Monmouthshire Building Society – Clerk, and councillors Bollen and Gregory
11. **COMPLAINTS PROCEDURE**  
**Resolved to adopt** Complaints Procedure as proposed
12. **PROVISION OF INFORMATION UNDER FREEDOM of INFORMATION ACT**  
**Resolved to adopt** Provision of Information – model publication scheme as proposed.
13. **MEDIA POLICY**  
**Resolved to adopt** Media Policy as proposed
14. **ASSET REGISTER**  
**Resolved to adopt** Asset Register as shown in Annual Accounts.
15. **MINUTES OF PREVIOUS MEETING**
  - a) **Resolved to approve** as a correct record the minutes of the meeting held on 19<sup>th</sup> April 2017
  - b) **There were no questions** arising from those minutes.
16. **COMMITTEES**  
**Resolved to receive** reports, minutes and recommendations from committees
  - i). Planning, Development Control and Highways Committee meeting held on 26<sup>th</sup> April 2017  
Councillor Evans questioned the planning decision given under item page 57, item 8 b. which was explained to him by Councillor Powell, Chair of the Committee.
  - ii) Amenities Committee held on 10<sup>th</sup> May 2017  
There were no questions to Councillor Duff, Chair of the Committee
17. **CO-OPTION OF JAKE LEWIS**  
**Resolved to co-opt** Mr Jake Lewis to the Parish Council
18. **CHAIRMAN’S ANNOUNCEMENTS**  
The Chairman advised Councillors that a request for monetary help had been made to Patrick Molyneux, Glos CC, for the lowering of the kerb for easier access to the Adult Exercise Equipment in Wyebank Road which Glos. Highways will action if funding available.
19. **PUBLIC CONSULTATION**  
There were no members of the public present
20. **POLICING IN THE PARISH**  
**Resolved to note** no report received.

**21. PARISH CLERK'S REPORT**

**Resolved to note** the Parish Clerk's Report. Clerk to respond to Welsh Water that a contribution towards the cost of grass cutting is the only acceptable option. Also the possibility of all Councillors being members of each Committee should be looked at further at a future date.

**22. FINANCE**

- a) **Resolved to approve** payments according to the Financial Statement for April 2017
- b) **Resolved to receive and approve** the Financial Statement for April 2017
- c) **Resolved to approve** virement of funds from general reserves of £3200 to Staff Budget for Clerk's Pension contributions (as agreed Minute 2016/2017 March page 28 item 12(a)) and not included in original budget proposals.
- d) **Resolved to approve** the Annual Accounts as shown in the Annual Return and sign the Statement which was duly signed.

**23. LOCAL GOVERNMENT BOUNDARY COMMISSION**

**Resolved** Clerk to respond to District Council recommended boundary changes such that the Parish Council is keen to retain 3 District Councillors due to the amount of work required and that a new boundary line should be drawn to give an equitable amount of electors. Councillors thanked Kevin Duffin for his clear and useful presentation.

**24. DEFIBRILLATORS**

- a) **Resolved to approve** quotation for installation of defibrillators at Chemist in Sedbury (£255 +VAT) and the War Memorial Hall Tutshill (£185 plus VAT) Total cost £440, £528.00 including VAT.
- b) **Resolved to note** defibrillator awareness/training sessions on 31<sup>st</sup> May 7pm at the War Memorial Hall Tutshill and 15<sup>th</sup> June 7pm at Sedbury and Beachley Village Hall and for Clerk to write to local businesses to advertise.

**25. CORRESPONDENCE**

**Resolved to note** any other correspondence as detailed in the Clerk's Report. Also Clerk to respond to District Council that Councillors would prefer to attend a District wide session on Community Led Housing. The correspondence about the fire at the National Diving Centre was noted. Clerk to put information on the Government's 'Prevent' initiative on to the website.

**26. COUNCILLORS' REPORTS**

**Resolved to note** the following raised by Councillors:  
Councillor Evans had been asked if the exercise equipment on the recreation ground could be shielded as the user had felt self-conscious whilst using it. – Clerk to contact War Memorial Hall Committee.  
Councillor Bollen commented that the Love Your Forest Converter Van was not visiting Tidenham Parish.

**27. FUTURE MEETINGS**

**Resolved to note** the dates of future council and committee meetings:  
Wednesday 24<sup>th</sup> May - Planning, Development Control and Highways Committee  
Wednesday 7<sup>th</sup> June – Finance Committee 7pm followed by Mopla Cottages Committee  
Wednesday 21<sup>st</sup> June – Full TPC Council Meeting

**The meeting concluded at 9pm**