

**Salford Priors Parish Council**

**Minutes of the One Hundredth & Twenty-fourth Annual Meeting of the Salford Priors Parish Council held in The Memorial Hall, Salford Priors on Wednesday 16<sup>th</sup> May 2018, 7pm**

**Present:** Councillors: L Maude, J Stedman, K James, D Penn, A Green, P Gordon, T Shale

**Also in attendance:** 1 members of the public.

<b>1</b>	<p><b>Election of Chairman:</b> Proposed by Cllr Shale, seconded by Cllr Maude that Cllr Alan Green be appointed Chairman of the Council for the municipal 2018/19. There being no other nominations, Cllr Alan Green confirmed he was happy to take up the position as Chairman and was elected to the position of Chairman unopposed.</p>
<b>2</b>	<p><b>Chairman's Declaration of Acceptance of Office:</b> Cllr Green signed the Declaration of Acceptance of Office, witnessed by the Clerk to the Parish Council.</p>
<b>3</b>	<p><b>Election of Vice-Chairman:</b> Proposed by Cllr Penn and seconded by Cllr Gordon that Cllr Maude be appointed as Vice-Chairman. Cllr Maude was elected to the position of Vice-Chairman unopposed.</p>
<b>4</b>	<p><b>Apologies for Absence:</b> Cllr Littleford Cllr Godwin</p>
<b>5</b>	<p><b>Disclosure of Interests:</b> Members were reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend, or close associate.</p> <p><b>Register of Interests:</b> Members were reminded by the Chairman of the need to keep their register of interests up to date.</p> <p><b>Dispensations:</b> The Clerk confirmed there were no written requests for disclosable pecuniary interest for dispensations</p> <p><b>Declaration of Interests:</b> Members were asked to disclose any disclosable pecuniary interests in items on the Agenda and their nature. Councillors with a disclosable pecuniary interest are required to leave the room for the relevant agenda item.</p> <p>Members were asked to declare any other disclosable interests in items on the Agenda and their nature.</p>
<b>6</b>	<p><b>Appointments:</b></p> <ul style="list-style-type: none"> <li>a) <b>Rights of Way Inspector:</b> Council agreed that Cllr Penn should act as Rights of Way Inspector</li> <li>b) <b>Playing Field Inspector:</b> Council agreed that the Cllr Shale should act as Playing Field Inspector</li> <li>c) <b>Communications Development Group:</b> Council agreed that Cllrs Littleford, Maude, Green &amp; Godwin should act as members of the Communications Development Group.</li> <li>d) <b>Staffing Committee:</b> Cllrs Green, James &amp; Stedman were nominated and agreed by Council to serve as the Staffing Consultative Panel.</li> <li>e) <b>Staffing Appeals Panel:</b> Cllrs Penn, Maude, Shale &amp; Gordon were nominated and agreed by Council to serve as the Staffing Appeals Panel.</li> </ul>

	<p>f) <b>Streetlight Working Group:</b> Council agreed that Cllrs James, Stedman &amp; Green should act as members of the Streetlight Working Group</p> <p>g) <b>Playing Field Working Group:</b> Council agreed that Cllrs Littleford, Shale, Penn, Gordon &amp; Godwin should act as members of the Playing Field Working Group.</p> <p>h) <b>Amenity Contract Working Group:</b> Council agreed that Cllrs James, Littleford, Shale &amp; Green should act as members of the Amenity Contract Working Group.</p> <p>i) <b>A Nation's Tribute Working Group:</b> Council agreed that Cllrs James, Godwin, Shale &amp; Gordon should act as members of the Nation's Tribute Working Group.</p> <p>j) <b>Christmas Switch On Event:</b> Council agreed that Cllrs Littleford, Gordon &amp; Penn and residents should act as members of the Christmas Switch On Event Working Group.</p> <p>k) <b>NDP Monitoring Group:</b> Council agreed that Cllrs James, Littleford, Maude, Green &amp; Shale should act as members of the NDP Monitoring Group</p>
<b>7</b>	<p><b>Appointment to Outside Bodies:</b></p> <p>a) <b>Memorial Hall Committee:</b> Cllr Gordon was nominated and agreed by Council.</p> <p>b) <b>TOPS Management Committee:</b> Cllrs Maude &amp; Gordon were nominated and agreed by Council.</p> <p>c) <b>Youth Club Committee:</b> Cllr Maude &amp; Gordon was nominated and agreed by Council.</p> <p>d) <b>Perkin's Educational Foundation:</b> Council noted that the Council's current representatives on the Perkin's Educational Foundation were Mrs Dilys King, Dr Stephen Roberts, District Councillor Mark Cargill &amp; Mrs Katie Kavanagh.</p> <p>e) <b>Marsh Farm Sand &amp; Gravel Liaison Group:</b> Cllrs Stedman &amp; Maude were nominated and agreed by Council.</p>
<b>8</b>	<p><b>Approval of the Council's Regulatory Documents:</b></p> <p>a) <b>Standing Orders:</b> Cllrs James proposed and Cllr Stedman seconded that the new NALC standing orders be adopted following a minor adjustment regarding planning. All Members agreed.</p> <p>b) <b>Health &amp; Safety Policy:</b> No change to the Policy, Cllr James proposed &amp; Cllr Stedman seconded that this be approved. All Members agreed.</p> <p>c) <b>Risk Assessment:</b> Following consideration of Mr Bradley's (Internal Auditor) comments and minor changes made, Cllr James proposed &amp; Cllr Maude seconded these be accepted. All Members agreed.</p> <p>d) <b>Complaints Policy:</b> No change to the Policy. Cllr Shale proposed, Cllr Penn seconded this be accepted. All Members agreed.</p> <p>e) <b>Disciplinary Procedure:</b> Cllr James proposed this should be reviewed by the Staffing Committee and brought back to full Council in the future. All Members agreed.</p> <p>f) <b>Grievance Procedure:</b> Cllr Stedman proposed this be reviewed by the Staffing Committee and brought back to full Council in the future. All Members agreed.</p> <p>g) <b>Financial Regulations:</b> These to be reviewed at the June meeting.</p>
<b>9</b>	<p><b>Asset Register:</b> Acceptance of the Asset register was proposed by Cllr James, seconded by Cllr Gordon and agreed by all Members.</p>
<b>10</b>	<p><b>Closure of the Annual Meeting:</b> The Chairman closed the meeting at 19:40</p>

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_