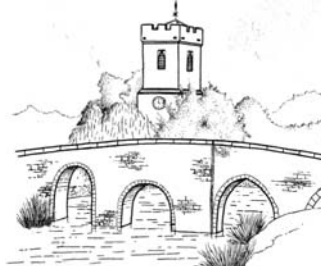


BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Annual Parish Council Meeting held on Monday 13th May 2019 @ 7.30 pm in the Parish Meeting Room, Bramley Way, Bidford-on-Avon

PRESENT

Chairman Cllr. Knight
Cllrs. Atkins, Cullum, Deacon, Fleming, Keeley, Taylor and Williams

Also present District Cllr. Pemberton
6 members of the public

In attendance : Mrs. E. Uggerløse, Clerk to the Parish Council

Before the start of the meeting, the Chairman asked the Clerk to send letters of thanks to the outgoing Councillors.

He also announced the sad death of ex Cllr. Frank Spiers (aged 94) who died peacefully on Friday 10th May. A minutes silence was held.

1. TO ELECT THE CHAIRMAN OF THE PARISH COUNCIL

A motion was put forward proposing Cllr Knight be elected to continue as Chairman

RESOLVED – There being no other candidates, Cllr. Knight was duly elected Chairman by a unanimous vote

2. TO RECEIVE THE COUNCILLORS DECLARATION OF ACCEPTANCE OF OFFICE

All councillors, with the exception of one (Meredith) have signed the Acceptance of office. Cllr Meredith is away due to a family emergency and it was **RESOLVED** to note the acceptances and to accept a delay in the Acceptance of Office by Cllr Meredith as long as it is within 28 days of the election.

- 3. TO RECEIVE THE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE**
The Chairman duly signed the Acceptance of Office
NOTED
- 4. TO RECEIVE AND ACCEPT APOLOGIES**
Apologies received and accepted from Cllrs Hiscocks and Meredith
- 5. TO RECEIVE ANY DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**
None declared
- 6. TO ELECT THE PARISH COUNCIL VICE-CHAIRMAN**
A motion was put forward proposing Cllr Fleming be elected Vice Chairman
RESOLVED There being no other candidates, Cllr Fleming was duly elected Vice Chairman by a unanimous vote
- 7. TO ELECT CHAIRMAN OF THE CONSULTATIVE PLANNING COMMITTEE**
A motion was put forward proposing Cllr. Fleming be elected
RESOLVED There being no other candidates, Cllr. Fleming was duly elected Chairman by a unanimous vote
- 8. TO ELECT THE CHAIRMAN OF THE FINANCE COMMITTEE**
Council was requested to consider whether it is necessary to have a Finance Chairman when the Committee consists of full Council and any recommendation made by it has to be referred to full council for a decision.
It was proposed that the Chairman of the Council could fulfil the role
RESOLVED that the Chairman of the Council fulfil the role of Finance Chairman
- 9. TO CONFIRM DELEGATED POWERS TO THE PLANNING COMMITTEE AND FINANCE AND STRATEGY COMMITTEE**
RESOLVED by a unanimous vote to confirm delegated powers to these committees
- 10. TO CONFIRM DELEGATED POWERS TO 2 COUNCILLORS AND THE CLERK TO RESPOND TO PLANNING APPLICATIONS THAT REQUIRE DECISIONS BEFORE THE NEXT MEETING OF THE PARISH COUNCIL**
The Council agreed this had worked well and it was unanimously
RESOLVED to confirm delegated powers
- 11. TO CONFIRM THE PARISH COUNCIL'S ELIGIBILITY TO USE THE GENERAL POWER OF COMPETENCE**
A report setting out the advantages of using the General Power of Competence had been circulated and, as the Council fulfils the requirement of
 - An elected Council
 - Qualified Clerk

It was **RESOLVED** to confirm the use of the General Power of Competence.

12. TO CONSIDER THE REMIT OF THE FOLLOWING PROPOSED WORKING GROUPS

- **Strategy**

It was **RESOLVED** this was not required as it was full Council

- **Amenities Strategic**

It was **RESOLVED** this should continue as it deals with a large proportion of the work carried out by the Parish Council

- **Youth & Community Project**

A motion was put forward that, as the Amenities WG had been delegated to carry out this work, the 6 month rule applies and the decision could not be revoked. It was suggested that perhaps the Amenities WG could consider setting this project up as a "Sub Working Group" and make it a recommendation for Council to consider.

RESOLVED that Amenities WG continue with this project and consider whether it needs a "Sub Working Group" and make a recommendation to Council

- **Business Development WG**

RESOLVED by a unanimous vote that this WG was required

- **Communications and Marketing**

There was a lengthy discussion as to the merits of having a Communications & Marketing Group. It was agreed that Council needed to promote itself and what it did but perhaps a dedicated group was not the answer.

it was proposed that each working group select a member to manage the communication and marketing aspect. It was also agreed that having to bring any decision to Council would only delay the publication: instead it should be run past the Clerk as the independent Proper Officer to the Council.

RESOLVED

- No WG to be set up
- Member of each WG to be nominated as communication & marketing spokesperson
- No need for full council to approve the articles as this will delay the process. Instead these to be approved by the independent Proper Officer
- To be reviewed to ensure it functions as envisaged

- **Allotment and Burials**

RESOLVED it is required

- **Emergency**

Although not necessarily an active group (the Clerk is the main co-ordinator) it was **RESOLVED** that it should be set up should it be required

- **Performance**
RESOLVED it is required
- **Staffing**
RESOLVED it is required

13. TO ELECT MEMBERS FOR THE FOLLOWING WORKING GROUPS

RESOLVED to nominate members as follows

- **Amenities WG**
 - Cllr Deacon
 - Cllr Fleming
 - Cllr Hiscocks
 - Cllr Keeley
- **Business Development WG**
 - Cllr Atkins
 - Cllr Cullum
 - Cllr Taylor
 - Cllr Williams
- **Communications & Marketing**
The Working Groups to nominate a representative
- **Emergency**
 - Cllr Williams

It was also **RESOLVED** THAT Cllr Meredith would elect whether she would prefer to join the Amenities or the Business Development WG

14. TO ELECT MEMBERS TO THE ACCOUNTS QUARTERLY REVIEW GROUP

RESOLVED to re-elect

- Cllrs Hiscocks and Mrs Keeley

15. TO ELECT THE COUNCIL'S STAFFING PANEL

RESOLVED to elect

- Cllrs Deacon and Taylor

16. TO ELECT THE COUNCIL'S PERFORMANCE PANEL

RESOLVED to elect

- Chairman and Vice chairman

17. TO ELECT MEMEBRS OF THE BURIAL AND ALLOTMENTS WORKING GROUP

RESOLVED to elect

- Cllrs Deacon and Keeley

18. TO ELECT PARISH COUNCIL MEMBERS TO OUTSIDE COMMITTEES

- **Crawford Memorial Hall Committee**

Please note that the representative cannot be an existing member of the Crawford Memorial Hall Management Committee.

There are currently 4 Councillors who are members of the Crawford Memorial

Hall Committee – Council could consider whether it is necessary to appoint an “observation member”

The Chairman of the Crawford Memorial Hall Committee confirmed that the role would not be a voting one so it was

RESOLVED that, considering the above, there was no need for a Parish Council appointment

- **Broom Village Hall Committee**

RESOLVED to elect Cllr Cullum (Broom Ward Member)

- **Parochial Church Charities**

RESOLVED to elect the Chairman

- **Perkins Educational Trust**

Council was advised that the appointment did not have to be a member of the Parish Council. Based on this Council proposed to co-opt former Cllr Pound as he had done an excellent job

RESOLVED to re- elect Mr Pound

19. TO CONSIDER THE INFORMATION ON COUNCILLORS TO BE PUBLISHED ON THE WEBSITE (DUE TO GDPR THE PARISH COUNCIL IS ASKED TO CONSIDER AND RESOLVE THE LEVEL OF INFORMATION TO BE PUBLISHED)

- Address
- Telephone number
- Email (Parish Council email address)
- Photo
- Short biography

It was proposed Council to publish all the above and Councillors to opt out if that was preferred.

RESOLVED to publish all the information with Councillors being offered an opt out

20. TO PROPOSE A COUNCILLOR AS THE OTHER SIGNATURE FOR THE CCLA ACCOUNT (THIS IS TO GIVE INSTRUCTIONS TO CCLA IN THE EVENT THE CLERK IS UNABLE TO DO SO WITHIN THE TIME REQUIRED).

RESOLVED to elect the Chairman

21. TO CONSIDER AND APPROVE THE SCHEME OF DELEGATION TO THE CLERK

This had been circulated

It was proposed it be approved

RESOLVED to approve the Scheme of delegation to the Clerk

22. TO CONFIRM THE FOLLOWING PAYMENT BY DIRECT DEBIT MANDATES OR BANK STANDING ORDER

- Vodaphone (telephone & broadband)
- Canon (photocopier/printer/scanner)
- EDF (unmetered electricity)
- Scottish Power (electricity)
- NPower (electricity)
- O2 (Mobile)
- Water Plus (Water)
- Microshade (computer hosting)
- Salaries
- Pension contributions (WCC)
- HMRC
- Limebridge Rural Services
- DCK Beavers Ltd
- Stratford on Avon DC (rates)
- Information Commissioner (annual registration fee)

RESOLVED to confirm the continuation of payment of the above bills by Direct Debit Mandate/Standing Order

23. TO APPROVE CALENDAR FOR MEETING JUNE 2019 - MAY 2020

This had been circulated

RESOLVED to approve the Calendar

The Annual Parish Council Meeting closed at approx. 8.25pm