

**GREAT DAWLEY PARISH COUNCIL MINUTES OF THE  
ANNUAL COUNCIL MEETING  
held on Friday 14<sup>th</sup> May 2004 at Dawley House at 7.00pm**

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Cllr J Noel, the outgoing chairman, took the chair and thanked all councillors and staff for their support during her term of office.

**PRESENT** Cllrs: J Athersmith, S Davis, T Downing, G Hodson, L Hodson,  
P Homer, J Noel, A Rudge, K Sahota, P. Wolfe  
Clerk: Mrs A M Thompson,

**1 Election Of Chair**

**PROPOSED** by Cllr J Athersmith, seconded by Cllr P Homer and unanimously **RESOLVED** that Cllr Joan Noel be elected as Chair of the Parish Council for the year 2004/2005

**2 Declaration Of Acceptance Of Office By Newly Elected Chair**

Cllr Joan Noel made her declaration of acceptance of office as Chair

**3 Election Of Vice-Chair**

**PROPOSALS RECEIVED -**

Cllr P Wolfe - Proposed by Cllr L Hodson

Cllr J Athersmith - Proposed by Cllr S Davis

**Voting results: Cllr P Wolfe - 4 for. Cllr J Athersmith – 6 for**

**RESOLVED** that Cllr Jennifer Athersmith be elected, by a majority decision, as Vice-chair of the Parish Council for the year 2004/2005

**4 Apologies:** Cllr. K Robson (home commitments)

Cllr S Sekham (out of the Country)

The above apologies were accepted and approved.

(Cllr W Bowater and Cllr C Skidmore – 6 months leave of approved absence)

**5 Declarations of Interest** - there were none at this point

**6 a) To consider the appointment of committees and members**

The Clerk advised members of the Terms of Reference for committee membership, as adopted at the Parish Council meeting on 9<sup>th</sup> May 2003.

**Policy & Finance committee**

Cllr Homer moved, and it was unanimously **RESOLVED** that the terms of reference for current membership of the Policy & Finance committee be **increased to 5** as follows;

Cllr J Athersmith

Cllr S J Davis

Cllr L Hodson

Cllr P Homer

Cllr J Noel

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**Cllr P Homer moved, and it was unanimously RESOLVED that the remainder of the committee membership should be as for the previous year with the Chair and Vice-chair as ex-officio members, except for the Policy & Finance Committee (see above) and the Personnel sub-committee, where they would be elected as serving members.**

**All committees will elect a chair and vice-chair at their first meeting**

**Personnel sub-committee (5 members)**

Cllr J Athersmith

Cllr P Homer

Cllr G Hodson

Cllr J Noel

Cllr K Sahota

**Entertainments sub-committee (6 members) Chair and Vice chair ex-officio**

Cllr W Bowater

Cllr T Downing

Cllr K Robson

Cllr K Sahota

Cllr S Sekham

Cllr C Skidmore

**Planning & Environment Committee (4 members) Chair and Vice chair ex-officio**

Cllr G Hodson

Cllr L Hodson

Cllr A Rudge

Cllr P Wolfe

**Planning committee to decide on size and composition of any sub-committees**

**b) Suggested dates of committee meetings (subject to alteration)**

**The suggested dates, issued with the agenda, were considered and the following dates were AGREED, subject to alteration as necessary during the year.**

**Policy & Finance Committee (bi-monthly, third Tuesday in the month)**

**2004**

(altered date) 1<sup>st</sup> June 12 noon Dawley House

20<sup>th</sup> July 2.30pm

21<sup>st</sup> September

16<sup>th</sup> November

**2005**

18<sup>th</sup> January

15<sup>th</sup> March

**Personnel sub-group as required**

**Entertainments sub-group as required**

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**Planning & Environment Cttee** (monthly, second Thursday in the month)

**2004**

17<sup>th</sup> June, 7.00pm Dawley House

8<sup>th</sup> July

no meeting in August

9<sup>th</sup> September

14<sup>th</sup> October

11<sup>th</sup> November

9<sup>th</sup> December

**2005**

13<sup>th</sup> January

10<sup>th</sup> February

14<sup>th</sup> April

12<sup>th</sup> May

**Planning sub-group** as required

**Rights of way sub-group** as required

**Action Plans sub-group** as required

c) **Parish Council meeting dates: Quorum 5**

To meet the criteria for Quality Parish Council Status the dates and number of meetings has been provisionally increased from the statutory four meetings per year to six meetings per year. After discussion it was **AGREED** by a majority decision – 6 votes for, 4 votes against, to follow this pattern -

The suggested dates, issued with the agenda, were considered and the following dates were **AGREED**, subject to alteration as necessary during the year.

**Bi-monthly – second Friday in the month**

**2004**

Annual Council Meeting 14<sup>th</sup> May

Council Meetings:- 14<sup>th</sup> May

3<sup>rd</sup> June

9<sup>th</sup> July

10<sup>th</sup> September

12<sup>th</sup> November

**2005**

14<sup>th</sup> January

11<sup>th</sup> March

**7 To consider the appointment of parish council representatives on outside bodies. The following nominations were unanimously AGREED**

**Wrekin Area Committee (SALC)**

Cllr Joan Noel and the Clerk

**SALC Executive Committee**

Cllr Joan Noel and the Clerk

**Wrekin Sports Advisory Committee**

Cllr A Rudge

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<b>Dawley Malinslee Partnership Executive</b>	Cllr J Noel and the Clerk
<b>DMP Community Safety sub-committee</b>	Cllr L Hodson
<b>DMP Children &amp; Young Peoples sub-comm</b>	Cllr J Noel
<b>DMP Older Peoples sub-committee</b>	The Clerk
<b>Telford &amp; Wrekin Crime Prevention Panel</b>	Cllr P Wolfe
<b>Telford &amp; Wrekin Parishes Forum -</b>	the Chair of the Council

**National Association of Councillors – AGREED that the Chair of the Council and the Clerk be given authority to review agendas for meetings. If an important issue is identified, a member of the council can be invited to attend.**

<b>24 hr Nurse Care Unit Community Liaison Committee (Castle Lodge)</b>	<b>Cllr J Noel</b>
<b>Standards Committee – Telford &amp; Wrekin Council</b>	<b>Cllr J Noel</b>

**8 To consider annual subscriptions: RESOLVED that the following subscriptions be renewed**

- |   |                             |
|---|-----------------------------|
| <b>a) Shropshire Association of Local Councils (SALC)</b>   | <b>£885.94</b>              |
| <b>plus – Local Council Review</b>  | <b>£ 69.00 for 6 copies</b> |
| to be received by Cllr, K Sahota, Cllr J Noel, Cllr L Hodson, Cllr J Athersmith, Cllr P Wolfe and The Clerk |                             |
| <b>b) Wrekin Area Committee</b>   | <b>£40.00</b>               |

**9 Updated list of members' contact details**

The Chair asked for details of any changes or updates in information to be passed on to the Clerk.

Signed.....

Dated.....

Signed.....

Dated.....