

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

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 9th 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)		
	<u>2004</u>		
(altered date)	1 st June	12 noon	Dawley House
	20 th July	2.30pm	
	21 st September		
	16 th November		
	<u>2005</u>		
	18 th January		
	15 th 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

17th June, 7.00pm Dawley House

8th July

no meeting in August

9th September

14th October

11th November

9th December

2005

13th January

10th February

14th April

12th 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

3rd June

9th July

10th September

12th November

2005

14th January

11th 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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Dawley Malinslee Partnership Executive	Cllr J Noel and the Clerk
DMP Community Safety sub-committee	Cllr L Hodson
DMP Children & Young Peoples sub-cttee	Cllr J Noel
DMP Older Peoples sub-committee	The Clerk
Telford & Wrekin Crime Prevention Panel	Cllr P Wolfe
Telford & Wrekin Parishes Forum -	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.

24 hr Nurse Care Unit Community Liaison Committee (Castle Lodge)	Cllr J Noel
Standards Committee – Telford & Wrekin Council	Cllr J Noel

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

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

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.....