

GREAT DAWLEY PARISH COUNCIL
MINUTES OF THE
ANNUAL COUNCIL MEETING
held on Thursday 10th May 2007 at Dawley House at 7.30pm

Cllr J Noel, the outgoing chairman, took the chair opened the meeting at 7.00pm

Due to personal circumstances, several of the members had advised that they would not be able to attend until 7.15pm. The meeting was, therefore, adjourned until 7.15pm

PRESENT Cllrs: J Athersmith, A Brothwood, J Higginson, G Hodson, L Hodson,
N Holmes, N Prosser, K Sahota, S Sekham, V Tonks, C Williams, H Williams,
P Wolfe
Mrs A M Thompson, Clerk,
In attendance Mrs S Pidgeon Administrator
Mr M Gledhill Assistant Clerk
Ms C Lane Parish Warden

1 Election of Chair

PROPOSED by Cllr P Wolfe , seconded by Cllr K Sahota and, by a show of hands, unanimously
RESOLVED that Cllr Linda Hodson be elected as Chair of the Parish Council for the year 2007/2008

2 Declaration of Acceptance of Office

It was noted that all Councillors had signed the Declaration of Acceptance of Office prior to the meeting, except for Cllr Shaun Davis who is taking final examinations at University. Cllr Davies had requested that the meeting permit him to sign the Declaration at a later date, i.e., 24th May. This was accepted and approved by the Members

3 Declaration of Acceptance of Office By Newly Elected Chair

Cllr Linda Hodson made her declaration of acceptance of office as Chair

4 Chair's Remarks

Cllr Linda Hodson stated that she would like all 14 councillors to work together as a team. She also said that she would be available to anyone who wished to talk to her.

5 Election of Vice-Chair

Nominations: Cllr P Wolfe – proposed by Cllr G Hodson, seconded by Cllr N Holmes
Cllr K Sahota - proposed by Cllr J Athersmith, seconded by Cllr S Sekham

Voting: Cllr P Wolfe for - 8
Cllr K Sahota for - 4

The Chair declared that Cllr P Wolfe is duly elected to Vice-chair for the year 2007/2008

6 Apologies: Cllr Shaun Davies at University. The apology was unanimously accepted and authorised as approved absence.

7 Declarations of Acceptance of Office by All Councillors
see Agenda item (2) above.

NOTE The papers for Items 8 to 11 had been previously circulated to all Members

8 Code of Conduct - Parish Councils (Model Code of Conduct) Order 2001

NOTED that the Declaration of Acceptance of Office incorporates an undertaking to observe the Code of Conduct which the Council adopted on 1st May 2002.

It was also NOTED that a new Code has come into effect on 3rd May (Local Authorities (Model Code of Conduct) Order 2007 (SI No. 1159). The Parish Council has six months in which to consider and adopt the new Code. **AGREED** for this to be included on the Agenda for the next meeting 26th July 2007

9 Register of Members' Interests

Members were reminded that these must be returned within 28 days of election to office.

10 The Ethical Framework – procedures **NOTED.** Also noted that all gifts or hospitality received as councillors with a value of over £25 must be registered within 28 days.

11 Declaration of Interest – Guidance on declaring personal and prejudicial interests at meetings.
NOTED

12 APPOINTMENT OF COMMITTEES AND MEMBERS:

Chair and Vice-chair are ex officio members of all committees and can attend as voting members.

Each committee to elect a Chair and Vice-chair at the first meeting

It was proposed by Cllr P Wolfe, seconded by Cllr J Higginson and unanimously RESOLVED to increase the membership of the Policy & Finance Committee by one to total membership EIGHT, and to elect the following members:

<u>Policy & Finance committee</u>	Total membership – 8 (increased from 7)	Quorum 3
Cllr J Athersmith	Cllr N Holmes	
Cllr A Brothwood	Cllr K Sahota	
Cllr G Hodson	Cllr C Williams	
Cllr J Higginson	Cllr H Williams	

<u>Personnel sub-committee</u>	Total membership - 5	Quorum 3
<u>(sub-committee of the Policy & Finance Committee)</u>		

Proposed by Cllr J Higginson, seconded by Cllr P Wolfe and unanimously RESOLVED to elect the following members:

Cllr A Brothwood	Cllr C Williams
Cllr J Higginson	Cllr P Wolfe
Cllr G Hodson	

It was proposed by Cllr P Wolfe, seconded by Cllr N Holmes and unanimously RESOLVED to increase the membership of the Entertainments Committee by three to total membership NINE and to elect the following members:

<u>Entertainments sub-committee</u>	Total membership - 9	Quorum 3
<u>(sub-committee of the Policy & Finance Committee)</u>		
Cllr J Athersmith		
Cllr A Brothwood	Cllr N Prosser	
Cllr Shaun Davies	Cllr S Sekham	
Cllr J Higginson	Cllr C Williams	
Cllr V Tonks	Cllr H Williams	

Proposed by Cllr G Hodson, seconded by Cllr J Athersmith and unanimously RESOLVED to elect the following members:

<u>Planning and Environment Committee</u>	Total membership – 6	Quorum 3
Cllr A Brothwood	Cllr N Holmes	
Cllr Shaun Davis	Cllr J Higginson	
Cllr G Hodson	Cllr P Wolfe	

It was proposed by Cllr P Wolfe, seconded by Cllr N Holmes and unanimously RESOLVED to change the name of the Parish Plan Action Group to ‘Parish Plan and Editorial Committee’ in order to incorporate the parish council newsletter “Parish Post” into this committee. It was also RESOLVED to increase the membership by one to total membership of SIX and to elect the following members:

<u>Parish Plan and Editorial Committee</u>	Total membership - 6	Quorum 3
Cllr A Brothwood	Cllr V Tonks	
Cllr L Hodson	Cllr C Williams	
Cllr K Sahota	Cllr P Wolfe	

- 13 DATES FOR PARISH COUNCIL MEETINGS AND COMMITTEE MEETINGS, 2007/2008**
The following dates, previously circulated, were AGREED subject to amendment as and when necessary. It was AGREED that at least a week’s notice must be given to the Clerk if a change of date is required, and committee members advised of the change.

PARISH COUNCIL (last Thursday in the month, bi-monthly) starting at 7.30pm

2007

10th May – Annual meeting and Ordinary full Council meeting
26th July
27th September
29th November

2008

24th January
27th March

POLICY & FINANCE COMMITTEE (third Thursday in month – bi-monthly) starting at 7.00pm

2007

21st June
16th August
18th October
6th December (date amended to take account of the Christmas period)

2008

21st February
17th April

PLANNING & ENVIRONMENT COMMITTEE (second Thursday – each month) at 7.00pm
(Extra meetings will be called subject to Planning consultation timescales)

2007

14th June
12th July

Meetings have not previously been held during the August holiday period

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13th September

11th October

8th November

13th December

2008

10th January

14th February

13th March

10th April

Entertainments Committee

to be arranged as necessary

Parish Plans Action Group

to be arranged as necessary

Personnel sub committee

to be arranged as necessary

NB The Annual Parish Meeting (for the electorate) is mandatory and must be held on a date between 1st March and 1st June each year.

Cllr Wolfe suggested that a review of the structure of the committees could be undertaken. After discussion it was proposed by Cllr Wolfe, seconded by Cllr Athersmith and unanimously **RESOLVED** that in six months time a working group of Councillors should be set up to look at our own and other parish council's structures.

NOTE: Cllr Shaun Davies joined the meeting at 8.00pm and signed the Declaration of Acceptance of Office.

14 APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES – all unanimously agreed

<u>Organisation</u>	<u>Proposed,</u> <u>Cllr:</u>	<u>Seconded</u>	<u>Representative(s)</u> <u>Cllr:</u>
Wrekin Area Committee (SALC)	V Tonks,	J Higginson	L Hodson G Hodson (Clerk non-voting)
Wrekin Sports Advisory Cttee	P Wolfe,	N Holmes	J Higginson
Dawley Malinslee Partnership (DMP)	P Wolfe	N Holmes	K Sahota S Davies
DMP Safety sub-group			Two vacancies
DMP Older Persons sub-group	P Wolfe,	K Sahota	V Tonks Clerk (Hon Treasurer)
DMP Children and Young Peoples	N Holmes,	N Prosser	S Davies

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<u>Organisation</u>	<u>Proposed,</u> <u>Cllr:</u>	<u>Seconded</u>	<u>Representative(s)</u> <u>Cllr</u>
Telford & Wrekin Crime Prevention	J Higginson,	J Athersmith	A Brothwood N Holmes
24hr Nurse Care Unit Community Liaison Committee Castle Lodge	J Athersmith	N Holmes	S Davies
Bus Users Group (it is requested that Bus users are nominated – two per parish council)	K Sahota	J Athersmith	N Prosser P Wolfe
Rights of Way NTP3 (2 nominations)	K Sahota	V Tonks	J Higginson C Williams
Police Community Consultative Group	P Wolfe	J Higginson	A Brothwood N Holmes
Dawley Regeneration Partnership Executive Board	J Higginson	V Tonks	P Wolfe H Williams The Clerk (Hon.Treasurer)
Friends of Dawley Park	P Wolfe	J Athersmith	K Sahota
National Association of Councillors (NAC)			Delegated Authority was given to the Chair and the Clerk to review notice of meetings and agenda items

There being no other business, the meeting closed at 8.25pm

Signed.....

Dated.....