Romaldkirk Parish Council

**Minutes of AGM**

**29 May 2018**

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| **Agenda** |  | |  |
| **Present**  **Others:**  **Declarations of interest:**  **1 Signing of declaration of office and other matters as required.**  **2. Apologies** |  | Chair- Lesley Cutting (LC), Delius Singer (DS), Derek Nixon (DN), Jackie Barningham (JB), Gill Carter (GC) |  |
|  | Joanne Nixon (JN – Minutes), 4 observers from the village |
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|  | None  The Declaration of Acceptance of Office Forms were signed and witnessed.  The Pecuniary and Other Interest forms were circulated to Councillors to complete and return to the Clerk. The forms will be posted onto the Parish website once it is established but in the meantime sent to DCC to place on their website.  None – all members present. |  |
| **3. Election of Chair** | L Cutting was proposed by D Nixon and seconded by J Barningham. As there were no other nominations L Cutting accepted the nomination of Chair and signed the Declaration of Acceptance of Office form. L Cutting chaired the meeting thereof. | |  |
| **4. Election of Vice Chair** | D Singer was proposed by L Cutting and seconded by J Barningham. As there were no other nominations D Singer accepted the the position of Vice Chair. | |  |
| **5. Election of Responsible Finance Officer** | J Nixon was proposed by L Cutting and seconded by J Barningham. As there were no other volunteers or nominations J Nixon agreed to cover this position. | |  |
| **6. Minutes of the last AGM held on 17 May 2017** | The minutes had been circulated, taken as read and signed. | |  |
| **7. Matters arising** | None. | |  |
| **8. Chair’s Report** | L Cutting gave a short report on the work carried out by the Parish Council during 2017-18, including two village tidy up days with help from many of the residents. A copy of the report is filed with these minutes. | |  |
| **9. Financial Report**  **10. Public question time** | The 2017-18 financial report, including Income & Expenditure and Balance Sheet was circulated and explanation provided by JN. D Singer proposed, seconded by G Carter that the balance sheet be agreed and accepted by the Parish Council.  Mrs K Towler asked:  Whether the Bishop’s Greens Way leave donation had contributed to the grass cutting.  *L Cutting confirmed this would have been added to the Parish Council funds and attributed for this purpose. (NB: Subsequent review of the accounts confirmed this donation (£756) was received in 2015-16 so all monies spent before 2017-18 )*  Queried the increase in the precept  *L Cutting confirmed a forecast had been undertaken and the increased charges were to cover anticipated cost increases arising from grass cutting, improvements to the village and the impact of GDPR. A review of other similar Parish Councils had also been undertaken to compare precept amounts and Romaldkirk was considered to be significantly below average.*  What would be done about Mill Riggs light which was permanently on.  *L Cutting confirmed this was a Highways matter but the Parish Council could write to advise them of the issue – equally residents could do the same.*  What action was being taken over the upkeep of benches, including the Hunderthwaite Road  *L Cutting confirmed the responsibility lies with DCC who are also responsible for the insurance. Painting can be done by the Parish Council but this will have a cost implication hence the increase in precept to cover these eventualities. The PC will investigate what can be done.*  Why the triangle at the bottom of Christopher Bank has not been cut along with the greens.  *L Cutting confirmed this was because the contractor has been waiting for the daffodils to die off. The contractor has been notified to cut round all village signs on the next cut.*  Why the agenda had not been circulated for the Parish Council meeting 3 days in advance  *JN confirmed the Parish Council was investing in a new website and aimed to share all information of this nature more easily once this was set up. However, copies of the agenda were freely available for anyone should they request to see. Future agendas would be pinned to the Noticeboard until the website was up and running.* | |  |

**11. Date of Next Meeting:** No date was set at this time. The meeting closed at 19.23pm

Approved by the Chair of Committee on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: