

# WEST AUCKLAND PARISH COUNCIL

Sharon Wootton, Clerk to the Council

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BISHOP AUCKLAND

County Durham DL14 9NA

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Minutes of AGM/Annual Public Meeting held Monday, 8<sup>th</sup> May 2017 at 7.00 pm, Parish Community Room, Monteith Close, West Auckland

## 7.00 pm **Annual Public Meeting** – **Chairman’s Report**

Cllr Hazel Charlton read out the Chairperson’s report to those present, giving thanks and highlighting achievements of the past year. Cllr Charlton received applause for her efforts during her years with the Parish Council prior to leaving the meeting.

7.30 pm Annual General Meeting Agenda - (to immediately follow Annual Public Meeting)

### **17.41 Election Of Chair and signed Acceptance Of Office & Code Of Conduct for the coming year.**

The Clerk opened the meeting and requested nominations for a Chairperson for the coming year. Cllr Colin Mairs was appointed.

### **17.42 Parish Councillors to sign Acceptance Of Office & Code Of Conduct.**

Those present signed their Acceptance of Office and signed in accordingly.

### **17.43 Election of Vice-Chair**

Cllr George Smith accepted responsibility of Vice-Chairman.

### **17.44 To agree Annual Subscriptions**

The following annual subscriptions were discussed and resolved that the following should continue:

- Ordnance Survey
- County Durham Association of Local Clerks (CDALC)

### **17.45 To accept apologies for absence**

Apologies were received from Cllr Raine & Cllr Roberts.

#### **17.46 To confirm minutes of meeting held 10<sup>th</sup> April 2017**

The minutes were approved and signed accordingly.

#### **17.47 Clerks' Correspondence**

The Clerk tabled correspondence and payment of invoices received was endorsed.

All invoices were checked and the following payments approved:

Allotment skip		£210.00
Deco - seat plaque		£18.00
HMRC PAYE		£150.00
npower electricity		£20.99
HMRC Reimbursed VAT	£851.35	
Domestic Salary		£52.14
Telephones & Braodband		£20.00
TG Mowers - Football club tractor		£4,786.80
Spring bulbx x 2000		£223.76
Anonymous donation to bulbs	£50.00	

The Clerk requested 3 volunteers to represent the Parish Council on the Area Action Group (APP). Cllr A Palfreyman, Cllr G Smith and Cllr A Turner agreed to participate.

The Clerk requested that the Parish Council provide details on the preferred speed matrix as requested by Police Commissioner Ron Hogg. ACTION: Cllr G Smith to provide information no later than the next meeting.

#### **17.48 To check/approve Annual Report including Financial Accounts Year End 31 March 2017**

The Annual Report, including the Financial Accounts, was approved and will be circulated and included on the website.

#### **17.49 To review/amend Standing Orders, Financial Regulations, Risk Assessments & Asset Register**

Standing Orders - Following discussion it was resolved that there will be no changes.

Financial Regulations - Following discussion it was agreed that an amendment will be included to the Financial Regulations to state:

- (i) The Parish Council are entitled to take up to 2 months to consider any

request for funding over £500 and will exercise the right to see the organisation/group's financial accounts.

- (ii) It was resolved that a standard written specification should be given to all three contractors being asked to provide a quote.

### **17.50 To consider adoption of Power of Competence for the coming year and agree/update the Statement of Intent**

It was resolved that the Power of Competence will be adopted for the coming year.

### **17.51 To receive any items for Monday, 12<sup>th</sup> June 2017 meeting**

- Front Street traffic flow.
- To receive speed matrix
- Flower beds

#### Issues raised by members of the public

- Bus shelter at Eden Garage – log call to have bus shelters cleaned and footpaths around
- Concerns were raised about smokers at the doorway of the Workingmens' Club. Action: Clerk to write to Workingmens' Club advising smokers are legally required to be a minimum of 8 feet from the doorway.
- A complaint about a sofa dumped in garden on Darlington Road. Action : Clerk to write to DCC.
- Public concerns about the length of time the temporary fencing has been at Manor House Hotel. Action: Clerk to write to manager.