

**East Bridgford Parish Council****Minutes of the Annual Meeting held on Monday 8<sup>th</sup> May 2017 at 7.00 pm in the Methodist Chapel**

**Present:** Cllr P Clarke (Chairman), Cllrs D Atkins, P Bancroft, N Hall, R Hunt, D Meylan (from item 12), T Norman, J Turner, T Strutt

**Also present:** Mrs J Barlow (Clerk); Mr E Temple (Deputy Clerk), Mrs J Molineaux (Minute Secretary), Borough Cllr N Lawrence (from item 12)

2017AM 1	<b>To elect a Chairman</b>
	It was proposed by Cllr Atkins that Cllr Clarke be re-elected Chairman, seconded by Cllr Bancroft and all in favour.
2017AM 2	<b>To receive the Chairman's declaration of acceptance of office, or, if not then received, to decide when it shall be received</b>
	The Chairman accepted the office and signed the declaration of office.
2017AM 3	<b>In the ordinary year of election of the Council to fill any vacancies left unfilled at the election by reason on insufficient nominations</b>
	The current vacancy was on the agenda for the May meeting.
2017AM 4	<b>To decide when any declarations of acceptance of office which have not been received as provided by law shall be received</b>
	None outstanding.
2017AM 5	<b>To elect a Vice-Chairman</b>
	It was proposed by Cllr Hall that Cllr Strutt be re-elected as Vice-Chair, seconded by Cllr Hunt and all in favour.
2017AM 6	<b>To appoint Academy Representative</b>
	It was agreed that Cllr Strutt would remain as Academy representative
2017AM 7	<b>To appoint committees</b>
	It was agreed that all committees would continue with the same Councillors until such time as the current vacancy has been filled.
	Recreation and Amenities Committee: Cllrs Bancroft, Strutt, Atkins and Clarke Allotment and Open Spaces: Cllrs Meylan, Hall, Hunt, Turner and Norman Executive and Policy: Cllrs Clarke, Strutt, Atkins, Hall and Bancroft Playing Fields and Pavilion: Cllrs Verner, Turner, Hall, Atkins and Bancroft, with Cllr Clarke ex-officio
2017AM 8	<b>To appoint an Internal Auditor</b>
	It was proposed that Alan Hopwood be reappointed, seconded and majority in favour. It was agreed that the Executive Committee would review the arrangement in view of guidance from NALC.
2017AM 9	<b>To appoint Council representatives</b>
	It was agreed to re-appoint representatives as follows: NALC – Cllrs Turner, Hall and Atkins Sports Club – Cllrs Hall and Turner Village Hall Management Committee – Cllr Norman Supervisor of Contracted Casual Labour – Cllrs Hall, Meylan, and Turner Transport Liaison Officer – Cllr Strutt Village Magazine Coordinator – Cllr Clarke Academy Governing Body – Cllr Strutt
2017AM 10	<b>To consider the payment of any subscriptions falling to be paid annually</b>
	It was agreed to accept the payment of subscriptions to be paid annually as detailed in the Clerk's Report.
2017AM 11	<b>To satisfy themselves that any deeds, trust documents, agreements of other documents are in the custody of the Council and/or its solicitors</b>
	The Schedule of Deeds and Documents had been circulated prior to the meeting. The Deputy Clerk noted that he currently holds the Risk Assessment Register. Subject to this change, it was proposed by the Chairman that the Schedule be approved as a true record and all in favour.
2017AM 12	<b>To receive the Council's Receipts and Payments Book and financial statement for the preceding year, for confirmation and signing</b>

	It was proposed that these be confirmed and signed by the Chairman, seconded and all in favour. The Chairman signed the Receipts and Payments book and Financial Statement.
	The Clerk reminded Councillors that the insurers need to be notified when a Councillor reaches the age of 86.
	The meeting closed at 7.25pm

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Chairman

Date: .....