

East Bridgford Parish Council**Minutes of the Annual Meeting held on Monday 13th May 2018 at 7.00 pm in the Methodist Chapel****Present:** Cllr P Clarke (Chairman), Cllrs J Dawson, G Stevens, J Riddle, T Strutt, Cllr Verner (from item 6)**Also present:** Mr E Temple (Deputy Clerk), Mrs J Molineaux (Minuting Secretary)

2019AM 1	To elect a Chairman
	It was proposed by Cllr Strutt that Cllr Clarke be re-elected Chairman, seconded by Cllr Riddle and all in favour.
2019AM 2	To receive the Chairman's declaration of acceptance of office, or, if not then received, to decide when it shall be received
	The Chairman accepted the office and signed the declaration of office. Cllr Dawson was welcomed to his first meeting.
2019AM 3	In the ordinary year of election of the Council to fill any vacancies left unfilled at the election by reason on insufficient nominations
	There are four vacant places on the Parish Council. Notices have gone up requesting expressions interest from people who might be co-opted. Members of the public were asked to leave the meeting for this item. A submission from David Powell had been received. It was proposed to co-opt David Powell, seconded and all in favour. Further expressions of interest will be considered at the next meeting. A further notice is to be prepared to go on the notice board, with a deadline in time for the June meeting. Councillors were reminded to submit their expenses request and to complete their Declarations of Interest forms.
2019AM 4	To decide when any declarations of acceptance of office which have not been received as provided by law shall be received
	None outstanding.
2019AM 5	To elect a Vice-Chairman
	It was proposed by Cllr Riddle that Cllr Strutt be re-elected as Vice-Chair, seconded by Cllr Stevens and all in favour.
2019AM 6	To appoint Parish Council representatives
	It was agreed to defer this item until PC vacancies had been filled.
2019AM 7	To appoint committees
	Cllr Clarke had circulated a proposal for a revised committee structure, with 2 committees – "Assets and Environment" and "Policy, Personnel and Finance". It was proposed that this structure be used going forward, seconded and all in favour. It was agreed to defer appointing Councillors to these committees until they have been set up and PC vacancies have been filled. Cllr Stevens suggested development role descriptions for committees to help new councillors.
2019AM 8	To appoint an Internal Auditor
	It was proposed that Alan Hopwood be reappointed, seconded and all in favour.
2019AM 9	To consider the payment of any subscriptions falling to be paid annually
	Deferred
2019AM 10	To satisfy themselves that any deeds, trust documents, agreements of other documents are in the custody of the Council and/or its solicitors
	Deferred
2019AM 11	To receive the Council's financial statement for the preceding year, for confirmation and signing
	It was noted that the Annual Return will be considered at the June PC meeting (Item for June agenda).
2019AM 12	To note the ages of any Councillors who are or will become 86 or over in the coming year to notify of the insurance implications.
	None
	The meeting closed at 7.25pm

.....
Chairman

Date: