

Evercreech Parish Council

7th May 2019

Minutes of the Meeting of Evercreech Annual Parish Council held this day in Evercreech Village Hall, Victoria Square, High Street, Evercreech at 7.00pm.

PRESENT: Barry O’Leary (Chair), Roy Williams, Murray Stewart, Gail Wakeford, Harriett Fisher, Rob Reed, Sarah Breare & Lesley Parham.

Also present: Michelle Phillips (Clerk) & 5 members of the public.

1 Election of Chairman

Gail Wakeford proposed Cllr Murray Stewart as Chair. **Resolve:** Propose by Gail Wakeford, seconded by Harriett Fisher - by unanimous vote, that Murray Stewart be elected as Chairman. The Declaration of Acceptance of Office was duly signed and returned to the Clerk.

2 Apologies for Absence

Nil.

3 Election of Vice-Chairman

Gail Wakeford proposed Cllr Rob Reed as Vice Chair. **Resolve:** Propose by Gail Wakeford, seconded by Barry O’Leary - by unanimous vote, that Rob Reed be elected as Vice Chairman.

4 Committees election to:

- Finance - Murray Stewart, Robert Reed & Sarah Breare
- Staffing – Robert Reed, Gail Wakeford & Harriett Fisher

5 Working Parties election to:

- Asset (Cemetery, QRPF, Millennium Garden & Bier) – Whole Council
- Planning – Gail Wakeford & Roy Williams
- Highways – Whole Council
- Greencore Site – Murray Stewart, Andrew Doble (resident) & Ray Tyner (resident).
- Grievance/disciplinary panel – Whole Council
- Appeals panel – Whole Council

6 Representation/Point of Contact to:

Allotment Association – Lesley Parham
Weston Town Playing Fields – Roy Williams & Robert Reed
Village Hall Trustee – Gail Wakeford
SALC/Community Council – Clerk & Murray Stewart
Youth Club – Murray Stewart & Sarah Breare
Arthur Allen – Barry O’Leary

Nest Pension – Rob Reed
Defibrillator Reporting – Clerk

7

Review Council Policies:

- Standing Orders Adopted 16th May 2017 – c/f to next meeting due to NALC issued new Standing Orders.
- Financial Regulations Adopted 16th May 2017 – PC agreed in full no change to policy.
- Grievance Procedure Adopted 8th August 2017 - c/f to next meeting due to NALC issued new Grievance Procedure.
- Capability Procedure Adopted 16th May 2017– PC agreed in full no change to policy.
- Disciplinary Procedure Adopted 8th August 2017- c/f to next meeting due to NALC issued new Disciplinary Procedure.
- Publication Scheme Adopted 8th August 2017– PC agreed in full no change to policy.
- Terms of References for Committees Adopted 6th February 2018– PC agreed in full no change to Terms of References.
- Asset Register Updated 21st November 2018 – 1 x addition required.

8

Bank Mandates – Barry O’Leary, Rob Reed, Murray Stewart & Lesley Parham.

9

Confirmation of direct debits

Biffa
PWLB
ICO
Nest
Lloyds Bank Corporate (PC credit card)
PC agreed in full no changes required.

10

Declarations of Interest, Declarations of Gifts & Hospitalitys

Clerk received completed Declaration of Interest forms from Murray Stewart, Sarah Breare & Lesley Parham.

Clerk informed the remaining members forms have to be completed within 28 days and returned to MDC.

11

Acceptance of Office

All members signed and returned acceptance of office forms.

The Chair closed the meeting, after a short break the Parish Council held an Extraordinary Meeting of the Parish Council in order to transact Parish Council affairs.

The meeting closed at 7.20pm

Signed.....

Date.....

DRAFT