

South Ferriby Parish Council

Minutes of the Annual Parish Council Meeting held on Monday 9th May 2016 at 7.10pm
in South Ferriby Parish Hall, Horkstow Road, South Ferriby

Present

Cllr Roy Holloway (Chairman)

Cllr Alan Fisher

Cllr Dave Mouncey

Cllr Noreen Cecil-Purvis

Cllr Sara Haddon

0905/ACM1 **Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office**

Cllr Haddon nominated Cllr Holloway for the position as Chairman and this was seconded by Cllr Fisher. No other nominations were received and Cllr Holloway was unanimously voted into office and the Declaration of Acceptance of Office signed.

0905/ACM2 **Election of Vice-Chairman**

Cllr Mouncey nominated Cllr Fisher for the position as Vice-Chairman and this was seconded by Cllr Haddon. No other nominations were received and Cllr Fisher was unanimously voted into office.

0905/ACM3 **Apologies and Reasons for Absence**

Cllr Heathfield – work commitments.

0905/ACM4 **Declarations of Interest**

- a) No declarations of interest by any member.
- b) No dispensations issued.

0905/ACM5 **Internal Audit 2015/2016**

Report from Public Sector Audit was received and recommendations noted and approved.

0905/ACM6 **Annual Governance Statement 2015/16**

- a) The Chairman read out the Governance Statement for Member's consideration.
 - b) Members resolved the approval of the Governance Statement.
 - c) Governance statement was signed and dated by the Chairman and Clerk.
- Proposed: Cllr Fisher, seconded: Cllr Mouncey.

0905/ACM7 **Annual Accounting Statement 2015/16**

- a) The Chairman read out the Accounting Statement for Member's consideration.
 - b) Members resolved the approval of the Accounting Statement.
 - c) Accounting statement was signed and dated by the Chairman.
- Proposed: Cllr Fisher, seconded: Cllr Mouncey.

0905/ACM8 **Election of Meeting Representatives**

Following discussion, Councillors were elected to represent the Parish Council at the following outside meetings and events:

- a) **Cemex Liaison Representatives** – Cllrs Haddon and Mouncey.
- b) **Low Villages Forum Representatives** – All Parish Councillors.
- c) **Police/NATS Committee Representatives** – Cllr Mouncey.

Proposed: Cllr Fisher, Seconded: Cllr Mouncey.

Signed: _____

Position: _____

Date: _____

South Ferriby Parish Council

0905/ACM9

Election of Committee Representatives

- a) Personnel Committee - the council considered and agreed its continuation with Cllr Bennett as Chairman. Cllr Haddon and Cllr Cecil-Purvis were appointed.
- b) Neighbourhood Planning Committee - the council considered and agreed its continuation. Cllr Holloway and remaining Parish Councillors appointed.
Proposed: Cllr Mouncey, Seconded: Cllr Fisher.

0905/ACM10

Policies and Procedures

- a) Standing Orders and Financial Regulations.
 - i. It was discussed and resolved to adopt the NALC model Standing Orders (2015).
 - ii. It was discussed and resolved to adopt the NALC model Financial Regulations (2016)

Proposed: Cllr Mouncey, Seconded: Cllr Fisher.

- b) Asset Register – after discussion it was resolved to overhaul the existing asset register document. Additionally it was resolved to look into the Council liability of privately owned benches in the parish.
- c) The Data Protection policy was reviewed and approved.
- d) Risk Assessment policy – it was resolved to add the container and telephone kiosk to the register.
- e) The Complaints Procedure was reviewed and approved.
- f) The procedure for handling requests made under the Freedom of Information Act 2000 – it was resolved to change the scale of charges to a suggested donation of £0.10 per copy.
- g) It was discussed and resolved to adopt the General Power of Competence.

Proposed: Cllr Mouncey, Seconded: Cllr Fisher.

0905/ACM11

Public Comment

None present.

Meeting closed at 7.55pm.

Signed: _____

Position: _____

Date: _____