

Parish Council of Coleford

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ANNUAL PARISH COUNCIL MEETING HELD 9th MAY 2018

Present: Councillor Philip Ham (Chairman presiding)
Cllr Townsend, Banks, Barrett, Conn, Evans, Harding, Turner & 2 members of the public

1 Election of Officers

The following officials were elected for the forthcoming year:

Chairman Mr Philip Ham (Vote: 7 for, 0 against, 1 abstain)
Proposed by Cllr Turner and seconded by Cllr Conn

Vice Chairman Mr Alan Townsend (Vote: 7 for, 0 against, 1 abstain)
Proposed by Cllr Evans and seconded by Cllr Conn

2 Declaration of Acceptance of Office

Cllr Ham signed the Chairman's Declaration of Acceptance of Office.

3 **Apologies:** Cllr Gurd, Talbot, and Pearce

4 Formation of Committees/Working Parties within the Parish Council

It was agreed that the correct term for the following groups would be that of Working Parties rather than Committees on the basis that no group would make decisions independently, but purely meet, discuss and bring recommendations back to the Full Council to make decisions.

Subject to absent Councillors' confirmation:

Working Party	Lead Councillor	Team members
Playing Fields & Play Ares	Cllr Drescher	Cllrs Turner, Conn, Evans, Harding and Barrett
BMX Pump Track	Cllr Conn	Cllrs Turner, Ham, Gurd and the Clerk
Environment	Cllr Evans	Cllrs Talbot, Barret and Townsend
Finance	Cllr Conn	Cllrs Townsend and the Clerk
Cemetery	Cllr Turner	Cllr Harding, Townsend and the Clerk
Pay Review	Cllr Ham	Cllrs Townsend and Pearce
Small Grants	Cllr Banks	Cllrs Conn and Evans

Vote: 8 For, 0 Against, 0 Abstain

5 Lead Councillors

Public Footpaths /RoW	Cllr Barrett
Highways	Cllr Pearce and Townsend
Open Spaces and Trees	Cllr Harding and Barrett
It was agreed that the list of trees should be reviewed and an inspection completed.	
Parish Plan	Cllr Conn
Young People	Cllr Ham and Banks

Vote: 8 For, 0 Against, 0 Abstain

6 Appointment of Representatives to Outside Bodies

@ The Hub	Cllrs Banks
Bishop Henderson School & Children's Centre	Cllrs Townsend
Coleford Athletic Football Club	Cllr Drescher
PCC	Cllr Turner
PCSO Scheme	Cllr Harding
Somerset Association Local Council	Cllr Banks
Halecombe Quarry Liaison Group	Cllr Conn and Turner
Coleford Revival Group	Cllr Ham and Banks
Mendip Country Practice Patients Group	Cllr Townsend

Vote: 8 For, 0 Against, 0 Abstain

7 Review and Adoption of Policies

Councillors had all received an electronic copy of the policies in advance of the meeting.

- Financial Regulations
- Code of Conduct
- Standing Orders
- Handling complaints

It was agreed that the above mentioned policies should be adopted without amendment.

Vote: 8 For, 0 Against, 0 Abstain

8. Authorisation of Signatories for Bank Accounts

The current signatories are Cllr P Ham, Cllr Townsend, Cllr Conn and Miss V Watts. It was agreed that Cllr Horler and Bradbury needed to be removed and that Cllr Turner, Banks & Evans should be added to the mandate. 3 signatories are required.

Vote: 8 For, 0 Against, 0 Abstain

10 Confirmation of direct debits and standing orders

The Clerk confirmed that the changing room electricity supply is paid by monthly direct debit. Meter readings are regularly submitted which will be monitored to ensure that the amount is sufficient. The Clerks salary and Pension contributions are paid by standing order on the 1st of each month.

Vote: 8 For, 0 Against, 0 Abstain

The meeting concluded at 19.22hrs