

North Kyme Parish Council

MINUTES OF THE ANNUAL GENERAL MEETING

DATE	TIME	VENUE	
Wednesday 14 May 2003	7.30 p.m.	North Kyme School	Page 1 of 2

Present:

Cllr G Panton

Cllr J Dring

Cllr R Wood

Cllr M Mawson

Cllr G Pout

Cllr T Handley

In Attendance:

Mrs J Johnson (Clerk)

District Councillor D Dickinson

Parishioners = nil

Apologies:

County Councillor B Young

Cllr G Bailey

Signing Declarations of Interest/Local Code of Conduct

All Councillors to sign two copies the Acceptance of Office and the Local Code/Declaration of Financial Interest. However, existing Councillors whose circumstances have not changed sign two copies of the verification form instead of another Declaration of Financial Interest.

The Chairman opened the AGM by welcoming the new Councillors and congratulating Councillor Dickinson on his re election. He thanked the existing Councillors and the Clerk for their work.

Cllr G Bailey sent his apologies, due the date of the meeting being changed regrettably the revised date coincides with his holiday, this also applies to County Councillor Young.

01/02: Minutes of the Last AGM:

The minutes have been read by all present and signed by the Chairman as a true record.

Proposed by: Cllr J Dring. Seconded by: Cllr R Wood.

02/02: Matters Arising:

Cllr J Dring spoke on the matter of the Vice-Chairman automatically taking up the Chairmanship after a prescribed term in office. She would rather this not happen and would not be standing for this position. The rest of the meeting agreed with Councillor Dring. The Chairman reminded the meeting that this had only been a suggestion, which could be open for discussion. All the Councillors unanimously agreed that the voting system should continued as before.

03/02: Financial Report:

The Clerk offered the Financial record to the meeting for approval.

Proposed by: Cllr R Wood. Seconded by: Cllr M Mawson

04/02: Appointments of Office

Chairman – Cllr R Wood proposed that the Chairman Cllr G Panton should remain in office. Cllr J Dring and Cllr M Mawson both seconded this motion. The decision was made unanimously. Cllr Panton thanked the Councillors for their vote of confidence, he would be happy to continue as Chairman, as he has relinquished some of his other responsibilities, which had been taking up a lot of his time.

Vice Chairman – Cllr R Wood also proposed that Cllr J Dring should remain as the Vice-Chairman, this motion was seconded by Cllr M Mawson, and unanimously agreed. Cllr Dring thanked the meeting and would be happy to carry on as the Vice-Chairman.

Treasurer – Cllr J Dring proposed Cllr R Wood as Treasurer, this was seconded by Cllr M Mawson, the other Councillors agreed unanimously. Cllr Wood accepted the position and thanked the meeting. The position of Treasurer is as the third signatory on cheques, the Clerk will continue to keep the accounts up to date.

Clerk/Officer Responsible for Finance – It was unanimously agreed upon that Mrs Johnson should retain the office of Clerk/Officer Responsible for Finance.

Parish Council Representative – With F Smith no longer being on the Council a position has arisen for a Parish Council representative on the Village Hall Committee. Cllr R Wood proposed Cllr G Bailey; Cllr T Handley seconded this motion. It was a unanimous decision that Cllr G Bailey would be ideal for this appointment. In his absence Cllr Bailey instructed the Clerk that he would be happy with any majority decisions made at the meeting. The Village Hall Committee will be advised accordingly.

05/02: **Acceptance to Office:**

Chairman and Vice-Chairman, signed their Acceptance to Office.

06/02: **Parish Risk Assessment:**

Insurance Policy – This has recently been reviewed and the fencing around the Triangle has been added to the policy. Minutes no. 03/04 item 3.

Bank Accounts – It was decided that the banking arrangements remain as is.

Bank Mandates – Have been adjusted and signed, with the new signatory being Cllr R Wood. Mr F Smith will be removed as a signatory, leaving Cllr G Panton and the Clerk as the other two remaining signatories.

07/02: **Other Business:**

The meeting instructed the Clerk to write to Ex Councillors, Mr WB Woods and Mr F Smith thanking them for their work while on the Parish Council. Mr Smith held the position of Treasurer and the Council representative on the Village Hall Committee. Mr WB Woods was the Clerk and then a Councillor for many years.

08/02: **Date of the Next AGM:**

May 2004 date to be arranged in early in the New Year.

09/02: **Close of Meeting:**

The Chairman closed this Annual General Meeting at 8.10 p.m.