

MURTON PARISH COUNCIL

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MINUTES OF ANNUAL MEETING OF MURTON PARISH COUNCIL

15 May 2017

Present: Barbara Govan (Chair), Debbie Hewitt, Pat Laverty (Vice Chair), Tina Longstaff, Alan Taylor. EDC Cllr William Patterson and three members of the public were welcomed to the meeting.

- 17/17 Apologies for Absence** – Apologies were received from Cllr King who had arranged a holiday prior to the change of date of the meeting.
- 18/17 Election of Chairman & Vice Chairman**
Nomination for Chairman: Cllr Govan. Proposed by Cllr Laverty; Seconded Cllr Hewitt; Decision: unanimous.
Nomination for Vice Chairman: Cllr Laverty. Proposed by Cllr Longstaff; Seconded Cllr Atkinson; Decision: unanimous.
Resolved: That Cllrs Govan and Laverty serve as Chairman and Vice Chairman respectively for a further year.
- 19/17 Declarations of Interest** - No declarations of personal or pecuniary interests, by elected members, in respect of items on this Agenda or the Ordinary Meeting Agenda were received.
- 20/17 Minutes of Previous Meeting**
Resolved: that the minutes of the Annual Meeting of 9 May 2016 be signed by the Chairman of the meeting as an accurate record.
- 21/17 Review of Procedures:**
Resolved: That no alterations to the following procedures be made other than the recommendation in 21/17/3.
- 21/17/1 Standing Orders (Appendix 1)** No changes were made to this document which had minor amendments in 2016.
- 21/17/2 Financial Regulations (Appendix 2)**
Resolved: No changes were made to this document which had minor amendments in 2016.
- 21/17/3 Transparency Code for Smaller Authorities** – CALC has issued clarification regarding the publication of documents online. In future the PC will make every effort to comply with the Code. However, this was not possible for this meeting as the person who manages the Murton website is on holiday. It was agreed that the website manager be asked to nominate deputy or allow the Clerk access to the website to avoid this happening in the future.
The documents are available on www.murton.org.uk

- 21/17/4 Procedure for Handling Requests made under the Freedom of Information Act 2000 & Requests made under the Data Protection Act 1998 (Appendix 3)**
Resolved: No changes were made to this document which had been updated in 2016.
- 21/17/5 Complaints Procedure (Appendix 4); Procedure for Dealing with the Press/Media (Appendix 5)** No changes were made to this document which had minor amendments in 2012.
- 22/17 Review of Arrangements with other Local Authorities and Review of Contributions made** – there are currently no financial arrangements with other local authorities.
- 23/17 Review of Inventory of Land and Assets, Buildings and Office Equipment (Appendix 6)** – the list was confirmed as accurate and up to date.
- 24/17 Review of Representation on or Work with External Bodies and Reporting Arrangements** – currently no Councillors represent the Council or work with external bodies.
- 25/17 Review and Confirmation of Arrangements of Insurance Cover - To note that the second year of the three year contract with AON is in place.** Premium £408.47.
- 26/17 Review of Memberships** – to note that the annual subscription for membership to CALC, £132.60, is due.
- 27/17 Dates and Times of Ordinary Meetings for the Year Ahead**
The following Ordinary Meetings will be held at 7.30 pm at Murton Institute:
Monday 7 August 2017
Monday 6 November 2017
Monday 5 February 2018
Annual Parish Meeting – Monday 5 March 2018 – tbc
Monday 14 May 2018 – Ordinary & Annual Council Meeting

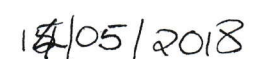
The meeting closed at 7.15 pm

A LARGE PRINT VERSION OF THESE MINUTES IS AVAILABLE ON REQUEST FROM THE PARISH CLERK

AN ELECTRONIC VERSION OF THE MINUTES WILL BE AVAILABLE HERE:

www.murton.org.uk

Signature 
Chair, Murton Parish Council


Date of meeting