

Windle Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 21 May 2019 at 7pm at Eccleston Village Hall, Kiln Lane

Present Councillor K Roughley (Chairman)
Councillor R Barton (Deputy Chairman)
Councillor S Bate
Councillor A Dockerty
Councillor R Greatorex

Also in Attendance 1 resident

- 1 Prayers: The Deputy Chairman, Cllr Ken Roughley, welcomed everyone to the meeting. He opened the meeting with prayers for the work of the Council and paid tribute to Cllr Wally Ashcroft and the hard work he had carried out over the years. Thoughts were with his wife Nancy and his family.
- 2 Apologies: Councillor A Bate, J Anderson – Clerk
- 3 Acceptance of Office/Declaration of Interest: All Councillors checked and signed Acceptance of Office and Declaration of Interests forms.
- 4 Appointment of Chairman for the Forthcoming Municipal Year:
It was proposed, seconded and resolved that Cllr Ken Roughley be appointed Chairman for the forthcoming municipal year and having accepted his appointment was installed as Chairman.
- 5 Appointment of Deputy Chairman:
It was proposed, second and resolved that Cllr Richard Barton be appointed as Deputy Chairman for the forthcoming municipal year.
- 6 Council Procedures and Appointment of Committees: **Resolved that**:
(a) meetings, generally, would be held on the third Tuesday of each month commencing at 7.00pm, except in August, when there would not be a meeting. Quorum would be 3 members. The Annual Assembly would be held in March 2019
(b) a Finance Committee would give initial consideration to appropriate matters and make recommendations to the Parish Council. The Committee would comprise of the Chairman, Deputy Chairman, immediate past year's Chairman or any substitute member at the discretion of the Chairman
(c) for planning applications requiring early attention there be delegated powers to the Chairman, Deputy Chairman and a Parish Councillor resident in the vicinity of the site in question to consider the application
- 7 Standing Orders: **Resolved** to continue to use the SLCC model Standing Orders and Chairmanship approved at the September 2016 meeting.

- 8 Banking, Accounts and Financial Procedures: **Resolved that:**
(a) the NatWest Bank continue to be the Council's bank and cheques be signed by 2 members of the Council plus the Clerk to the Council in accordance with the current mandate
(b) the Financial Regulations issued by SLCC and approved at the September 2016 meeting continue to be used
(c) the responsibility for the financial affairs of the Council be vested in the Clerk to the Council, as the Responsible Financial Office (RFO)
(d) Councillors on Ecclesfield Management Committee be delegated authority to sign cheques in accordance with the management agreement
(e) Mr Philip Taylor to continue as internal auditor for 2019/20
- 9 Code of Conduct: **Resolved that:** the model Code of Conduct be adopted for 2019/20.
- 10 Representation on Other Bodies: **Resolved that:** the following members of the Council be approved as representatives on the following bodies:
(a) St Helens District Sports Council – Cllr R Greatorex
(b) Ecclesfield Management Ctte – Cllr A Bate, Cllr S Bate and Cllr K Roughley

The meeting closed at 7.15pm

Signed:
Chairman

Date: