

LITTLE DOWNHAM PARISH COUNCIL

MINUTES of the Annual General meeting of the Parish Council held in the Village Hall, Little Downham, on Thursday, 12th May 2011 commencing at 7.00pm.

Councillors present: DA Adams-Payne, in the chair, and RS Martin, NK Missin, MM Oldfield, BGF Smith, BL Taylor, GH Taylor and KO Winters.

In attendance: One parishioner.

1/11 **APOLOGIES AND CONFIRMATION OF SIGNED DECLARATIONS OF ACCEPTANCE** –

1. Apologies were received from CM Frankland, GF Frankland, CE Hall, Dist. Cllrs A Bailey and T Goodge and County Cllr P Read.
2. The Clerk confirmed that all members present and Cllrs C & G Frankland had signed Declarations of Acceptance. It was noted that Cllr CE Hall will sign her form before attending the next meeting.

2/11 **TO ELECT CHAIRMAN FOR YEAR 2011/2012**

1. It was proposed by Cllr MM Oldfield, seconded by Cllr RS Martin that Cllr DA Adams-Payne be nominated as Chairman. Cllr KO Winters proposed that Cllr BGF Smith be nominated as Chairman. Cllr Smith rejected the proposal. There were no other nominations.
Resolved unanimously to duly elect Cllr Adams-Payne as Chairman for 2011/12.
Cllr Adams-Payne accepted the position of Chairman of Little Downham Parish Council.

3/11 **TO ELECT VICE CHAIRMAN FOR YEAR 2011/2012**

1. It was proposed by Cllr DA Adams-Payne, seconded by Cllr RS Martin, that Cllr MM Oldfield be nominated as Vice Chairman. There were no other nominations. Cllr Oldfield accepted the position.
Resolved unanimously to duly elect Cllr MM Oldfield as Vice Chairman for 2011/12.

4/11 **TO CONSIDER CONTINUANCE OF THE FOLLOWING COMMITTEES:**

1. **Admin & Finance Committee and Play Area & Recreation Committee** – It was discussed whether the committees should be discontinued because during the past year all matters were referred to the full council for consideration and working groups were set up. It was agreed that Committees could be reconsidered at the next AGM, if required. A vote result was: 7 In favour and 1 Against.
Resolved to discontinue the Admin & Finance Committee and Play Area & Recreation Committee and set up working groups as required.

5/11 **TO APPOINT REPRESENTATIVES ON THE FOLLOWING BODIES:**

1. **Book Café Subcommittee (3)** – Cllrs CE Hall, MM Oldfield & GH Taylor
2. **Downham Parish Conservation Group (1)** – Cllrs BGF Smith
3. **Parish Website Working Group (1)** – Robin Pearl, with liaison from the Clerk
4. **Village Hall Committee (1)** – Cllr CE Hall
5. **Youth Group (2)** – Cllrs NK Missin and MM Oldfield
6. **Downham Feoffees (5)** – Cllr Smith informed that only the following members were eligible to be Council representatives: Cllrs DA Adams-Payne, CF Frankland, NK Missin, MM Oldfield and KO Winters. It was noted that Cllrs GF Frankland and GH Taylor were spouses of a trustee and tenant of land respectively, Cllr RS Martin was a tenant of land and Cllrs CE Hall and BGF Smith were existing trustees appointed by the Charity. The eligible members were duly appointed as the Council representatives for a term of four years or until they ceased to be a councillor, whichever the sooner.

6/11 **TO APPOINT MEMBERS AS THE FOLLOWING:**

1. **Staff Appraisal Officer (Chairman)** - Cllr DA Adams-Payne
2. **Lead Child Protection Officer** – Cllr MM Oldfield
3. **Neighbourhood Panel Representative** - Cllr KO Winters

7/11 **FINANCE**

1. **To approve Year End Accounts 31 March 2011** - It was agreed for the Chairman and RFO to sign.
Resolved unanimously to approve the accounts for year ending 31 March 2011.
2. **To review Direct Debits** - **Resolved unanimously to approve list of Direct Debits.**
3. **To complete and sign new bank mandate** – Cllr Winters requested not to be a signatory.
Resolved that the Clerk should complete the mandate for members to sign at the next meeting.

There being no further business, the meeting was closed at 7.45pm.

Signed (Chairman) Date