

ABERFORD & DISTRICT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Tuesday 27 May 2014 at the Methodist Chapel, Aberford at 7.00pm

Present: Cllr David Howson (Chairman) Cllr Paul Hancock
Cllr John Barker Cllr Marolyn Piper
Cllr Keith Dunwell

Ward Cllr Matthew Robinson
PCSO Geoff Nottingham
4 members of the public

Clerk Ms Julie Sou

14/062 **Election of Chairman**

RESOLVED: That Cllr David Howson be appointed chairman for the ensuing year.

14/063 **Declaration of Acceptance of Office by the Chairman**

Cllr Howson signed the declaration of acceptance of office.

14/064 **Election of Other Officers**

RESOLVED: That Cllr Reed be appointed vice chair for the ensuing year.

RESOLVED: That the Clerk, Julie Sou, be appointed responsible financial officer for the ensuing year.

14/065 **Police Report for the Year 2013-14**

- PCSO Nottingham presented a report on the crime figures for the previous year. There had been 55 offences, a slight increase from the previous year. This included 24 incidences of criminal damage of which many were tyre slashing on one night.
- The police would like to know who has CCTV in the village.
- Details were given with regards to the Neighbourhood Watch scheme.
- PCSO Nottingham was requested to look into the issue of cold calling in the village and cars that appeared to be parked on a permanent basis at the bottom of Becca Lane, obstructing a dropped kerb.

14/066 **Chairman's Report for the previous year**

- Jubilee Field. It was hoped that a resolution would soon be reached regarding compensation for the reduced sized tennis court. The facility was not currently being well-used.
- The Chairman thanked members and the Clerk for their efforts during the previous year.
- There were now only eight councillors out of a possible eleven, Cllr Bebbington having recently tendered his resignation due to moving out of the parish. The Chairman regretted that there were no younger people serving as councillors.

14/067 **Review of Working and Advisory Groups**

RESOLVED:

1. That the following appointments be made for the ensuing year:
 - a. Footpaths Working Group – Cllrs Dunwell and Hancock;
 - b. Planning Advisory Group – Cllrs Hancock, Howson and Reed
 - c. Neighbourhood Development Plan Working Group – Cllrs Barker, Dunwell and Reed;
 - d. Jubilee Field and Play Area Working Group – Cllrs Hancock, Howson, Piper and Reed;
 - e. Traffic Management Advisory Group – Cllrs Barker, Howson and Piper;
 - f. Village Design Statement Working Group – Cllrs Barker, Dunwell and Reed;
 - g. Governance Working Group – Cllrs Jeffrey, Piper and Reed

2. That the following new groups be established:
 - a. Finance and Resources Advisory Group - to conduct internal financial controls, to consider and to advise and make recommendations to the Parish Council on budgetary, finance and resource issues and to deal with and make recommendations to the Parish Council on employment matters;
 - b. Environment and Maintenance Working Group – to consider issues relating to grass and hedge cutting, weed control, street cleansing, street furniture and any other aspects of maintenance throughout the parish.
3. That the members of the Finance and Resources Advisory Group for the ensuing year be Cllrs Reed and Piper;
4. That the members of the Environment and Maintenance Working Group for the ensuing year be Cllrs Barker, Dunwell and Howson.

14/068 **Review of Appointments to Outside Bodies**

RESOLVED:

1. To adjourn the decision relating to the appointment of the Village Hall Committee representative.
2. That the following appointments be made for the ensuing year:
 - Aberford Church of England Primary School liaison – Cllr Piper
 - Poor Lands Trust – Cllr Jeffrey

14/069 **Review and Adoption of Standing Orders and Financial Regulations**

RESOLVED: That the existing Standing Orders, Financial Regulations and Standing Orders for Procurement of Work, Goods and Services be re-adopted pending their review by the Governance Working Group.

14/070 **Review of Assets**

RESOLVED: To agree the revised Register of Assets updated as at May 2014 showing assets with a total value of £54,500.73.

14/071 **Review of Insurance Cover**

Members noted that insurance premiums had increased due to cover for new assets at Jubilee Field acquired during the year. Members also noted that the insurance cover with Aviva through Came & Co Parish Council Insurance was due for renewal on 1 October 2014.

14/072 **Review of Operational Risk Assessment and Financial Risk Assessment**

RESOLVED:

1. To adopt the revised Operational Risk Assessment;
2. To adopt the revised Financial Risk Assessment.

14/073 **Review of Membership of Other Bodies**

RESOLVED:

1. To continue the Parish Council's membership of Yorkshire Local Councils Association and Rural Action Yorkshire;
2. To continue the Clerk's membership of Society for Local Council Clerks.

14/074 **Requests under the Freedom of Information Act and Data Protection Act**

No requests had been received.

14/075 **Review of Policy for Dealing with the Press/Media**

The Clerk had recently received a precedent from YLCA and would report back to the Parish Council.

14/076 **Dates and Times of Ordinary Meetings for the Year Ahead**

RESOLVED: That the ordinary meetings of the Parish Council for the ensuing year would take place on the third Tuesday of each month, commencing at 7.30pm, at the Methodist Chapel unless otherwise indicated.

14/077

Attendance Record

Members noted the attendance record for the past year:

Members' Attendance Record

21 May 2013 to 15 April 2014

Councillor	Expected	Present
Ray Alderson	12	5
John Barker	12	11
Tony Bebbington ¹	7	5
Gill Broadley ²	6	2
Keith Dunwell	12	11
Ian Forster ³	1	1
Paul Hancock	12	12
David Howson	12	11
Jacqueline Jeffrey	12	11
Marolyn Piper	12	11
Ruth Reed	12	11

Notes

1. Cllr Bebbington co-opted 15 October 2013
2. Cllr Broadley resigned November 2013
3. Cllr Forster resigned May 2013

The annual meeting closed at 7.44pm.

The Parish Council complies with the Mandatory Publication Scheme under the Freedom of Information Act. Information about the Council can be obtained from the Council's website at www.aberfordonline.com or by contacting the Clerk.