



Chairman: Councillor Lynda Baker Oliver

WATERS UPTON PARISH COUNCIL

Clerk to the Council:

Katrina Baker MBE

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Minutes of the Annual General Meeting of Waters Upton Parish Council which took place on **Wednesday 25th May 2016** at 7.30p.m. in Waters Upton Village Hall.

PRESENT: Councillors: L M Baker Oliver (Chairman)
J Griffin
B Rothwell
E Thomas
D Smith

In attendance: Katrina Baker (Clerk)
7 Members of the public

16/3122 WELCOME

The Clerk welcomed all Members and the public to this first meeting of the new year.

16/3123 DECLARATIONS OF ACCEPTANCE OF OFFICE

Members in attendance read and signed their Declarations of Acceptance of Office, all witness by the Proper Officer of the Council.

Members were reminded of the need to confirm that their Registers of Disclosable Pecuniary Interests are up to date. These are copied and forwarded to Telford & Wrekin Council and will be published on their website.

16/3124 ELECTION OF CHAIRMAN

It was proposed by Councillor Thomas and seconded by Councillor Griffin that Councillor Lynda Baker Oliver be re-elected as Chairman for 2016/17. All were in favour and thus it was

RESOLVED that Councillor Lynda Baker Oliver be Chairman of Waters Upton Parish Council for 2016/17.

16/3125 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Baker Oliver read and signed the Declaration. This was confirmed by the Clerk as the Proper Officer of the Council.

16/3126 APOLOGIES

Cllr T Revitt Holiday.

Cllr Revitt will read and sign his declaration on return from holiday.

RESOLVED that these apologies be accepted.

16/3127 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor J Griffin and seconded by Councillor B Rothwell that Councillor E Thomas be Vice Chairman. All were in favour and thus it was

RESOLVED that Councillor Emma Thomas be Vice Chairman of Waters Upton Parish Council for 2016/17.

16/3128 MINUTES OF THE 2015 ANNUAL GENERAL MEETING

It was proposed by Councillor Griffin and seconded by Councillor Thomas that the Minutes of

the 2015 Annual General Meeting be signed as a true record. All were in favour and thus it was

RESOLVED that the Minutes be signed as a true record.

16/3129 MATTERS ARISING

None

16/3130 REPRESENTATIVES ON OUTSIDE BODIES

SALC and WAC	Councillor Baker Oliver
BUS USER GROUP	The Clerk
SNOW WARDEN	Huw Roberts
TREE WARDENS	Becky Eade & Gill Williams

RESOLVED that the above representatives will be elected for 2016/17.

It was further agreed that Minutes of the Bus User Group meetings be shared with local bus users who may attend a meeting if they wish.

16/3131 REMUNERATION REPORT

The Clerk presented a report which confirmed that no Members had claimed remuneration within the 2015/16 financial year. The Chairman had not claimed the Chairman's Allowance. Thanks were extended to all members for continuing to undertake the duties for no remuneration and for their commitment to serving the community of Waters Upton Parish.

The scheme would continue in its current format for 2016/17.

16/3132 STANDING ORDERS AND FINANCIAL REGULATIONS

Updated Standing Orders and Financial Regulations had been circulated prior to the meeting. It was proposed by Councillor Baker Oliver and seconded by Councillor Smith that they be adopted for 2016/17. All were in favour and thus it was

RESOLVED that the Standing Orders and Financial Regulations, dated May 2016, be adopted for the 2016/17 financial year.

16/3133 CONFIRMATION OF BANKERS, SIGNATORIES AND AUDITOR

Members confirmed that the Parish Council would continue to bank with TSB and have an investment account at Nationwide Building Society.

Mazars LLP have been appointed as the Auditors by the Audit Commission. A new audit regime is to be introduced for 2016/17.

Councillors E Thomas would become cheque signatories. The relevant forms will be obtained from the bank. In the meantime cheques will be signed by Councillor Baker Oliver, Councillor Smith and Councillor Griffin within the terms of the financial regulations.

16/3134 SUBSCRIPTIONS

The Clerk will be a member of the Society of Local Council Clerks, Members agreed to fund 25% of the total cost.

Members confirmed the subscription to SALC.

The above were proposed by Councillor Baker Oliver and seconded by Councillor Thomas, all were in favour and thus it was

RESOLVED that Waters Upton Parish Council subscribes to SLCC (25%) and SALC.

16/3135 MEETING SCHEDULE

Members agreed the meeting schedule, as circulated, with Full Council taking place on the 4th Wednesday of the Month, except in August. Additional meetings may be necessary.

This will be added to the website.

There being no further business, the Chairman closed the meeting at 8.00pm.

SignedDate