



Chairman: Councillor Lynda Baker Oliver

# WATERS UPTON PARISH COUNCIL

Clerk to the Council:  
Katrina Baker MBE

The Oaklands, Waters Upton, Telford TF6 6NP

Telephone 01952 541939 or 07813788094

Fax: 01952 541500

E mail: [watersuptonpc@btinternet.com](mailto:watersuptonpc@btinternet.com)

[www.watersupton.org.uk](http://www.watersupton.org.uk)

Minutes of the Annual General Meeting of Waters Upton Parish Council which took place on **Wednesday 23<sup>rd</sup> May 2018** at 7.30p.m. in **Waters Upton Village Hall**.

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

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

## **18/3507 WELCOME**

Councillor Baker Oliver welcomed all Members and the public to the Annual General meeting.

## **PUBLIC SESSION**

A request was received for a waste bin to be sited at the bottom of the Village Hall Car Park – In the first instance, the Clerk will speak to the young people who wait for the school bus at this location.

A request was made for a visit by the road sweeper as soon as possible. Areas of concern include outside the school and through Waters Upton Village.

## **RECTORY FIELDS**

It was confirmed that the new fence boundary of the cemetery was at the request of the Planning Officer and has been welcomed by the Parochial Church Council. The maintenance will be the responsibility of the PCC on the cemetery side.

The area of grass under the TPO tree inside Rectory Fields on the left of the roadway has been sold with the house opposite and remains within their boundary.

## **18/3508 CHAIRMAN'S REPORT**

Councillor L Baker Oliver thanked Members for their support throughout the year and confirmed that the Parish Council had had a successful and busy year and together, look forward to the completion of Parish Room Croft and other developments within the Parish.

## **18/3509 DECLARATIONS OF ACCEPTANCE OF OFFICE**

Members read and signed their Declarations of Acceptance of Office, all witnessed 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.

## **18/3510 ELECTION OF CHAIRMAN**

It was proposed by Councillor Thomas and seconded by Councillor Revitt that Councillor Lynda Baker Oliver be re-elected as Chairman for 2018/19. All were in favour and thus it was

**RESOLVED that Councillor Lynda Baker Oliver be Chairman of Waters Upton Parish**

**18/3511 DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Baker Oliver thanked Members for their support and confidence and read and signed the Declaration. This was confirmed by the Clerk, as the Proper Officer of the Council.

**18/3512 APOLOGIES**

None

**18/3513 ELECTION OF VICE CHAIRMAN**

It was proposed by Councillor Rothwell and seconded by Councillor T Revitt that Councillor Mrs 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 2018/19.**

**18/3514 DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Thomas read and signed the Declaration, this was confirmed by the Clerk, as the Proper Officer of the Council.

**18/3515 MINUTES OF THE 2017 ANNUAL GENERAL MEETING**

It was proposed by Councillor Thomas and seconded by Councillor Revitt that the Minutes of the 2017 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.**

**18/3516 MATTERS ARISING**

None

**18/3517 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
HIGHWAYS LIAISON	Chairman and Vice Chairman
CPRE	Chairman or representative
RURAL FORUM	All
WET3P	James Griffin

**RESOLVED that the above representatives will be elected for 2018/19.**

**18/3518 REMUNERATION REPORT**

The Clerk presented a report which confirmed that no Members had claimed remuneration within the 2017/18 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 2018/19.

**18/3519 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 Thomas that they be adopted for 2018/19. All were in favour and thus it was

**RESOLVED that the Standing Orders and Financial Regulations, dated May 2018, be adopted for the 2018/19 financial year.**

**18/3520 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. Littlejohns LLP have been appointed as the Auditors by the Audit Commission. Cheques will be signed by Councillor Baker Oliver and Councillor Griffin within the terms of the financial regulations. Councillor B Rothwell would continue as the Parish Council's Internal Council Auditor.

**18/3521 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 subscriptions to SALC and CPRE.

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

<b>RESOLVED that Waters Upton Parish Council subscribes to SLCC (25%), CPRE and SALC.</b>
---

**18/3522 MEETING SCHEDULE**

Members agreed the meeting schedule, as circulated, with Full Council taking place on the 4<sup>th</sup> 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.

Signed .....Date .....