

ROSLISTON PARISH COUNCIL

South Derbyshire District in the County of Derby

Minutes of the Annual Meeting of the Parish Council Held at 7.00pm on Monday, 15 May 2017 in the Milligan Room, Rosliston & Cauldwell Village Hall, Rosliston

Present: S Marbrow, B Matkin, P White, E Wrigley, M Yates
Officers: Mrs L Sullivan (Clerk)
Also Present: District Councillor John Grant, County Councillor Pat Murray

1. **APOLOGIES**

Councillors L Ross, District Councillor Bob Wheeler, PCSO D McMillan

2. **Election of Officers for 2017/18**

2.1 Election of Chairman

Councillor Louise Ross was nominated as Chairman by Councillor Brian Matkin and seconded by Councillor Emma Wrigley. Agreed unanimously. Councillor Ross had advised in writing in advance of the meeting of her willingness to stand, should she be nominated.

2.2 Election of Vice Chairman

Councillor Stephanie Marbrow was nominated as Vice Chairman by Councillor Brian Matkin and seconded by Councillor Emma Wrigley. Agreed unanimously.

Councillor Marbrow took the chair in Councillor Ross's absence.

3. **Acceptance of Office**

Councillor Marbrow accepted the office for which she had been nominated and signed the Acceptance of Office form.

4. **Appointment of Representatives on Outside Bodies**

Resolved: Members of the Parish Council were appointed as representatives, as follows:-

Rosliston & Cauldwell Village Hall Management Committee – Councillors Wrigley and Yates

DCC – Governor for Rosliston Primary (Church of England Controlled) School – No longer applicable.

Rosliston Forestry Centre Community Liaison Group – Councillor White

Drakelow Park Liaison Group – Councillor Ross

SDDC – Linton Area Committee and Safer South Derbyshire Forum – Attendance would be by availability.

5. Minutes of the Annual Meeting held on 13 May 2016

Agreed as an accurate record and duly signed.

6. Chairman's Report for the Municipal Year 2016/17

The Chairman wished to thank all Councillors for their attendance at meetings and contributions throughout the year; without their voluntary work the Parish Council would not function.

The Chairman also wished to thank Councillors Bob Wheeler and John Grant for their help and guidance.

Unfortunately John Gilbert had resigned as a Councillor due to ill health, but the Parish Council welcomed Councillor Margaret Yates.

This year saw the launch of the Rosliston Parish Council website which ensures compliance with the Transparency Code for Smaller Authorities.

The Parish Council was successful in registering Strawberry Lane playing field as an Asset of Community Value.

Phoenix Rangers Juniors FC have continued to establish themselves at Strawberry lane and are currently working on new dugouts and a perimeter fence. Works to the pavilion have been completed by South Derbyshire District Council.

Recently the Parish Council have worked with the Village Hall Management Committee and the Rosliston Under 5s Pre School Playgroup to find a solution that suits all in respect of the play equipment at the rear of the Village Hall.

The Parish Council has donated monies to Rosliston & Cauldwell Village Hall, Swadlincote Community Transport, the Royal British Legion and Bank House.

In an attempt to show residents of the Parish what the Parish Council does, an open session was held on 9 September at the Village Hall, but unfortunately no one attended.

Following advertising, several expressions of interest were received for the posts of Litter Picker and Groundsman, which resulted in Mrs Gillian Burton commencing in October and Mr Les Hubbard continuing as Groundsman.

Finally, the Chairman wished to thank the Clerk for her work throughout the year and her work on compliance with new regulations governing parish councils.

7. Annual Financial Statement for the Financial Year 2016/17

The Clerk presented the Annual Accounts Summary for the year ending 31 March 2017, together with the Bank Reconciliation Statement and record of Receipts and Payments (attached at **Appendix 1**). The accounts were approved as an accurate record.

8. Review of Policies and Governance

A review of the following policies confirmed they were up to date and provided adequate governance for the Parish Council:-

- Business Continuity Plan
- Code of Conduct
- Co-option to Vacancies
- Complaints Procedure
- Equal Opportunities
- Filming and Recording of Meetings
- Financial Regulations
- Flag Flying
- Freedom of Information Act Publication Scheme
- Grant Awarding
- Grievance Procedure
- Press and Media
- Risk Assessment
- Standing Orders
- Travel and Expenses

9. Public Session

No members of the public were present.

10. Date of Next Annual Meeting of the Parish Council

Monday, 21 May 2018

There being no further business, the meeting closed at 7.20pm.