



WOOTTON PARISH COUNCIL

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Minutes of the Annual Council Meeting held on Wednesday 8th May 2013 at 7.30pm in the Memorial Hall, Bedford Road, Wootton.

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- Present** Cllrs. Bennett, Bygraves, Chalmers, Cruse, Dillistone, Doggrell, Groves, Hall, Lloyd, Prescod, Price, Quirk and Wheeler.
In Attendance: Sue Playford (Clerk).
- ACM13/01 Election of Chairman.**
One nomination was received for Cllr Lloyd. Cllr Lloyd was nominated by Cllr Wheeler and seconded by Cllr Price. All present resolved to elect Cllr Lloyd as Chairman for the ensuing municipal year.
- ACM13/02 Signing of Declaration of Office by Chairman.**
Cllr Lloyd duly completed and signed the Declaration of Acceptance of Office, witnessed by the Clerk.
- ACM13/03 Apologies for absence.**
Cllrs. Rowse and Wallace.
- ACM13/04 Disclosure of local and/or disclosable pecuniary interests.**
None.
- ACM13/05 Appointment of Vice Chairman.**
One nomination was received for Cllr Chalmers. Cllr Chalmers was nominated by Cllr Wheeler and seconded by Cllr Price. All present resolved to elect Cllr Chalmers Vice-chairman for the ensuing municipal year.
- ACM13/06 To approve the election of members to the following committees:**
- Communications
 - Complaints
 - Finance & General purposes
 - Leisure & Amenities
 - Planning & Environment

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ACM13/07 Election of representatives to other bodies:

- **Charities - Bob Lunniss Charity**

It was proposed by Cllr Groves, seconded by Cllr Chalmers and resolved by all present that Cllrs Price and Wheeler be elected as parish council representatives.

Wootton Church and Poor's Land Charity

It was proposed by Cllr Doggrell, seconded by Cllr Bygraves and resolved by all present that Cllrs Price and Wheeler be elected as parish council representatives.

Wootton Poor's Land Charity

It was proposed by Cllr Doggrell, seconded by Cllr Bygraves and resolved by all present that Cllrs Price and Wheeler be elected as parish council representatives.

- **Village Hall**

It was proposed by Cllr Chalmers, seconded by Cllr Price and resolved by all present that Cllrs Doggrell and Quirk be elected as parish council representatives.

- **Memorial Hall**

It was proposed by Cllr Wheeler, seconded by Cllr Bygraves and resolved by all present that Cllrs Dillistone and Groves be elected as parish council representatives.

ACM13/08 To review Standing Orders.

It was proposed by Cllr Bygraves, seconded by Cllr Bennett and resolved by all present that the Standing Orders, circulated ahead of this meeting, be adopted without amendment.

ACM13/09 To review Financial Regulations.

It was proposed by Cllr Price, seconded by Cllr Hall and resolved by all present that the Financial Regulations, circulated ahead of this meeting, be adopted without amendment.

ACM13/10 To review Complaints Code of Practice.

It was proposed by Cllr Doggrell, seconded by Cllr Chalmers and resolved by all present that the Complaints Code of Practice, circulated ahead of this meeting, be adopted without amendment.

ACM13/11 To review Information available under the Model Publication Scheme.

It was proposed by Cllr Groves, seconded by Cllr Cruse and resolved by all present that Information available under the Model Publication Scheme, circulated ahead of this meeting, be adopted without amendment.

ACM13/12 To review Grants/Subsidies scheme.

It was proposed by Cllr Dillistone, seconded by Cllr Hall and resolved by all present that the Grants/Subsidies scheme, circulated ahead of this meeting, be adopted without amendment.

ACM13/13 To review CCTV Code of Practice.

It was proposed by Cllr Bennett, seconded by Cllr Bygraves and resolved by all present that the CCTV Code of Practice, circulated ahead of this meeting, be adopted without amendment.

ACM13/14 To review Code of Conduct.

It was proposed by Cllr Hall, seconded by Cllr Doggrell and resolved by all present that the Code of Conduct, circulated ahead of this meeting, be adopted without amendment.

ACM13/15 To confirm dates of meetings for 2013-2014.

It was proposed by Cllr Groves, seconded by Cllr Cruse and resolved by all present that the dates of meetings for 2013-2014, circulated ahead of this meeting, be adopted without amendment.

ACM13/16 To agree affiliation fees for 2013-2014.

It was proposed by Cllr Hall, seconded by Cllr Quirk and resolved by all present that the affiliation fees, circulated ahead of this meeting, be approved for payment as appropriate.

ACM13/17 To approve the continuing use of payment via variable Direct Debit for all utilities payable by Wootton Parish Council.

It was proposed by Cllr Doggrell, seconded by Cllr Hall and resolved by all present that utility payments continue to be made via variable Direct Debit.

ACM13/18 To appoint an internal auditor.

It was proposed by Cllr Hall, seconded by Cllr Price and resolved by all present that Gill Wiggs be appointed internal auditor for 2013-2014.

Meeting closed at 7.50pm

Chairman.....

Date.....