

TACOLNESTON PARISH COUNCIL

Minutes of the Annual General Meeting of Tacolneston Parish Council in the Woodlands Club Tuesday 21st May 2019 at 7.30pm

Present: Cllr Darrell, Cllr Gowing, Cllr Gulliver, Cllr Pincher, Cllr Summers
CCllr Spratt (former Parish Council Chair) DCllr Duffin
Clerk/RFO Sue Bunn, 12 members of the public and 1 member of the press

CCllr Spratt took the chair for the start of the meeting. Cllr Darrell said a few words to thank CCllr Spratt for his dedication and long service to the Parish Council.

1. To elect the Chairman. Cllr McLenning was proposed in his absence by Cllr Darrell. Seconded by Cllr Gulliver. Approved by all.
 2. To receive the Chairman of the Council's acceptance of office form. Form to be signed at the next meeting.
 3. To elect a Vice-Chairman. Cllr Gulliver proposed by Cllr Darrell. Seconded by Cllr Summers. Approved by all.
 4. To receive the Vice-Chairman of the Council's acceptance of office form.
Received.
- Cllr Gulliver took the Chair for the rest of the meeting.
5. Apologies for Absence. Cllr Hooper and Cllr McClenning. Apologies accepted.
 6. To consider any declarations of acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant. Cllr McClenning has signed his already. Cllr Gulliver proposed that Cllr Hooper be granted an extension. Seconded by Cllr Pincher. Approved by all.
 7. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed. This was explained to the new Councillors. None received.
 8. To confirm the accuracy and sign the Minutes held on 27th March 2019. This was deferred to the next meeting.

9. Other matters for the AGM

- a) To review the inventory of land and assets including buildings and office equipment. Cllr Gulliver proposed that the MUGA and Play Equipment to be transferred from the Parish Council asset register and transferred to the TAFRA asset register. This matter needs to be discussed at the next TAFRA meeting. Seconded by Cllr Gowing. Approved by all.
- b) To confirm arrangements for Insurance cover in respect of all insured risks. Renewal on Ordinasry meeting agenda to be discussed then.
- c) To appoint a Council representatives to the Recreation Centre Committee. Explained to the Cllrs what the Recreation Centre Committee (RCC) does. Cllrs Darrell, Pincher and Summer proposed by Cllr Gulliver. Seconded by Cllr Gowing. Apporved by all.
- d) To establish a schedule of training for new members to the Council. The training should be carried out in Tacolneston by Norfolk Parish Training Services, the Clerk to get some dates and liase with Cllrs.
- e) To determine the date, time and place of ordinary meetings of the full council up to and including the next Annual meeting of full council. Second Tuesday

Signed:

Date:

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of the month, starting at 7.30pm, meeting monthly for 6 months (review after that date). Location to be confirmed due to issues with the Village Hall and Woodlands Club. Cllr Pincher to contact the school to see if that is an option. Proposed by Cllr Darrell. Seconded by Cllr Gowing. A member of the public did state that this was the first meeting he had been able to attend for some time due to the accessibility of the Committee Room in the Village Hall. The present location is much better for him.

OTHER BUSINESS OF THE AGM

10. To appoint the Footpath Warden. John Wilde. Proposed by Cllr Gulliver. Seconded by Cllr Darrell. Approved by all.
11. To appoint the Tree Warden. Jo Darrell proposed by Cllr Gulliver. Seconded by Cllr Darrell. Approved by all.
12. To appoint the Internal Control Officer. Cllr Darrell proposed by Cllr Gulliver. Seconded by Cllr Pincher. Approved by all.
13. To appoint a second person to have access to Parish Council Website. Cllr Pincher proposed by Cllr Gowing. Seconded by Cllr Summers. Approved by all.
14. To appoint trustees to the Knipe/Boileau Charity. Bev Spratt and Susan Sparrow are happy to continue.
15. To appoint trustees to the Tacolnaston Fuel Allotment Charity. Cllr Summers proposed by Cllr Gulliver. Seconded by Cllr Darrell.
16. Date and time of the next AGM. Tuesday 12th May 2020.

Signed:

Date:

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