

## **WESTLETON PARISH COUNCIL**

### **MINUTES**

Minutes of the Annual Meeting of Westleton Parish Council held at 7 00 pm on **Thursday 27<sup>th</sup> May 2010** in Westleton Village Hall.

There were present –

Cllrs C Fisher, A Smith, J Alexander, B Caines, A Clough, P Holmes, A Paige, S Robertson, R Strowger, G Turner.

In attendance –

Chris Cardwell, Clerk of the Council.

There were eleven members of the public present.

#### **10/39 Election of Chair**

Cllr Fisher was nominated by Cllr Alexander, seconded by Cllr Robertson. Returned unopposed. Cllr Fisher duly signed the declaration of acceptance of office, which was witnessed by the Clerk.

#### **10/40 Election of Vice Chair**

Cllr Smith was nominated by Cllr Holmes, seconded by Cllr Alexander. Returned unopposed.

#### **10/41 Apologies for absence**

Were received from Cllrs Leighton and Slater.

#### **10/42 Minutes of last Annual Meeting**

The Chair indicated that minutes of the 2009 Annual Meeting were not available and may never have been prepared.

#### **10/43 Appointment of members to the Sub Committees**

##### **(i) Playing Field Sub Committee**

Following discussion Cllrs Fisher, Robertson, Holmes, Alexander and Paige agreed to be members, to be joined by Mrs C Fisher. It was hoped Mr Swindell, Mr K Berry, Mr N Shearme, Mr J Alexander, Mr C Alexander would agree to continue to sit.

##### **(ii) Parish Plan Sub Committee**

The Clerk and Cllr Robertson provided updates on the notice to be inserted in the June edition of the Yoxmere Fisherman. Following discussions, during which no Councillors expressed a wish to hold membership of the Sub Committee, it was **AGREED** Cllr Robertson would consider responses to the notice and report back to the next meeting, at which the matter would be considered further.

**(iii) Car Parking Sub Committee**

Following discussion Cllrs Fisher, Smith and Alexander agreed to be members. It was **AGREED** to invite Mr R Jones and Mr R Driver to join the sub committee.

**(iv) Commons Sub Committee**

Following discussion Cllrs Caines and Alexander agreed to be members, to be joined by Mr D Rous and Mrs P Rous. It was hoped Ms A Paul would agree to continue to sit. It was further **AGREED** that Cllr Alexander continue as Commons Liaison Officer.

**(v) Planning Sub Committee**

Following discussion Cllrs Fisher, Smith, Alexander, Holmes and Caines agreed to be members.

Cllr Robertson hoped the Sub Committee would consider how to communicate effectively with residents regarding planning applications and decisions.

The Clerk undertook to refer planning matters as received to the Chair of the Sub Committee for immediate consideration.

**10/44 Appointment of Representative to SALC**

Following discussion Cllr Paige **AGREED** to continue to represent the Council.

**10/45 Appointment of Representative to Sizewell A + B Stakeholder Group**

Following discussion Cllr Robertson **AGREED** to represent the Council.

**10/46 Appointment of Tree & Footpaths Warden**

Following discussion Cllr Clough **AGREED** to continue in this role.

**10/47 Appointment of Press Correspondent**

Following discussion Cllr Smith **AGREED** to continue in this role.

**10/48 Signatories to Bank Accounts**

Following discussion Cllrs Fisher, Smith, Strowger and Paige **AGREED** to be signatories to the Councils 3 bank accounts.

**10/49 Schedule of Council Meetings**

During discussion reference was made to Standing Orders, prepared some years ago but not in the possession of all current Councillors, which set down that the Council would meet on the 4<sup>th</sup> Monday of each month save August and December.

It was **AGREED** that the Clerk prepare Standing Orders that reflected best practice, for consideration at the June Council meeting and that meeting would take place on Monday 28<sup>th</sup> June.

**10/50 Date of Next Annual Meeting**

To be advised.

**10/51 Council Representative on Village Hall Committee**

Cllr Caines expressed the view that this matter had been prematurely and insensitively considered at the Council meeting held on 5<sup>th</sup> May, at which she had been unable to be present.

A discussion ensued following which the Chair directed that this matter be deferred for consideration at the next meeting.

The meeting closed at 7 40 pm.

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CC/19June2010