

## COLNBROOK WITH POYLE PARISH COUNCIL

Minutes of the Annual Statutory Meeting of the PARISH COUNCIL held at the Village Hall, Colnbrook on Tuesday 19<sup>th</sup> May 2015, commencing at 9.20 pm.

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Members Present: Cllrs Angell, Mrs Bedi, Bryant, Elum-Smith, Grewal, Hood, Kinane, Laxman, Richardson and Smith

Officer Present: Mrs K Jones (Clerk and Finance Officer)

PC/15/01 APOLOGIES FOR ABSENCE  
None

PC/15/02 ACCEPTANCE OF OFFICE BY ELECTED COUNILLORS

The Clerk asked all elected members present, one by one, to read out and then sign their acceptance of office statement. She advised the meeting that although elected, candidates are not a councillor until they have signed their acceptance of office in front of the clerk as the proper officer to the council. She also reminded members to complete their declaration of pecuniary interests which must be done within 28 days of being elected.

PC/15/03 ELECTION OF CHAIRMAN AND ACCEPTANCE OF OFFICE 2015-2016

The Clerk asked for nominations for the position of Chairman for the forthcoming year. Cllr Hood was nominated by Cllr Laxman and seconded by Cllr Bryant.

There were no further nominations but Cllr Elum-Smith requested to be allowed to make a comment. In his opinion during the run up to the election there had been a negative campaign based, again in his opinion, on false grounds against the Labour Party candidates especially those who did not live in the area. On this basis he was not happy with the nomination of Cllr P Hood for Chairman, who had been involved in a campaign with flyers printed.

Cllr Kinane spoke in favour of Cllr P Hood who had lived and worked in the area for 37 years, while other members did not.

Upon being put to the vote Cllr Hood was elected as Chairman with eight in favour and one abstention and duly accepted the Office.

PC/15/04 ELECTION OF VICE-CHAIRMAN AND ACCEPTANCE OF OFFICE 2015-2016

Cllr. Angell was nominated by Cllr Kinane and seconded by Cllr Smith.

Upon being put to the vote Cllr Angell was elected as Vice-Chairman with eight in favour and one abstention and duly accepted the Office.

PC/15/05 STANDING ORDERS AND FINANCIAL REGULATIONS

The Clerk in conjunction with the Chairman had reviewed the Standing Orders and Financial Regulations and had one recommendation for change reflecting recent changes in the law.

### Page 9. S.0.16. PHOTOGRAPHS OR RECORDINGS OF PROCEEDINGS

1) The prior consent of the Council shall be obtained before any photograph, recoding or oral report of any proceedings of the Council is taken.

2) The admission of any person who is in possession of equipment or apparatus designed to make pictorial or sound records may be refused by the Chairperson unless consent has been given under this Standing Order.

The clerk advised that prior consent was no longer required and advised that the Standing Order read as follows:-

S.0.16. PHOTOGRAPHS OR RECORDINGS OF PROCEEDINGS

1) Any person wishing to make pictorial or sound recordings of any proceedings of the Council should make it totally clear that they are doing so for the benefit of councillors and members of the public alike.

**RESOLVED:-** that the Standing Orders and Financial Regulations be amended accordingly and page 9 be re-issued to all members.

PC/15/06 CHAIRMAN'S ALLOWANCE

It was proposed by Cllr Laxman and seconded by Cllr Smith and unanimously AGREED:- that this remain at £1,500 for 2015-2016.

PC/15/07 TO APPOINT MEMBERS TO SERVE ON COMMITTEES

The Chairman explained, for the benefit of new members, that traditionally all members serve on both the Services and the Finance and Policy Committees. It was proposed by Cllr Angell and seconded by Cllr Bryant and unanimously AGREED:- that all members serve on both Committees.

The Chairman advised that in respect of the Finance and Policy Committee the council would require new signatories for bank purposes, since the council had lost some of these by the retirement of councillors at the election.

PC/15/08 TO APPOINT REPRESENTATIVES TO SERVE ON THE UNDERMENTIONED BODIES:

- |    |                                     |                         |
|----|-------------------------------------|-------------------------|
| a) | Village Hall Committee              | Cllr Ellum-Smith        |
| b) | Colnbrook Community Partnership     | Cllr Mrs Bedi           |
| c) | Berks Association of Local Councils | Cllr Hood               |
| d) | HACAN                               | Cllr Grewal             |
| e) | LAANC                               | Cllr Grewal             |
| f) | Local Focus Forum                   | Cllr Hood               |
| g) | Grundon Environment Group           | Cllrs Kinane and Angell |
| h) | Biffa Environmental Group           | Cllr Kinane             |
| i) | SALC                                | Cllrs Angell and Hood   |
| j) | SBC Standards Committee             | Cllr Bryant             |
| k) | Local Access Forum                  | Cllr Richardson         |
| l) | CRA                                 | Cllr Laxman             |
| m) | NAG                                 | Mllr Mrs Bedi           |

PC/15/09 TO FIX DATES AND TIMES OF MEETINGS FOR THE FORTHCOMING YEAR

The Clerk informed members that their new Councillor's Handbook contained a list of the proposed meeting dates for 2015-16. (copy attached)

Taking in to account the request raised at the Annual Parish Meeting, that this be held on a different night to the Annual Statutory Meeting of the council, it was **RESOLVED:-** that the arrangements be as follows:-

- i) **First Tuesday of every month – Council meetings** (recess August and December) To be held in the Village Hall, with the March and November meetings to be held in the Westfield Hall. Commencing at 7.30pm
- ii) **Third Tuesday of every month – Committee meetings** (recess August and December). All meetings to be held in Committee Room 1 of the Village Hall Commencing at 7.30pm

**AND**

- iii) That the Annual Parish meeting be held on a separate night to the Annual Statutory Meeting – date to be confirmed (between March and May 2016)

The meeting closed at 9.50 pm.

SIGNED:.....

DATE.....