

# Parish Council of Coleford

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## **ANNUAL PARISH COUNCIL MEETING HELD 8<sup>th</sup> MAY 2019**

**Present:** Councillor Philip Ham (Chairman presiding)  
Cllr Banks, Barrett, Conn, Evans, Hanney, Harding, Pearce, Turner & 0 members of the public

### **1 Election of Officers**

The following officials were elected for the forthcoming year:

Chairman Mr Philip Ham (Vote: 8 for, 0 against, 1 abstain)  
Proposed by Cllr Barrett and seconded by Cllr Pearce

Vice Chairman Mr Andy Conn (Vote: 8 for, 0 against, 1 abstain)  
Proposed by Cllr Turner and seconded by Cllr Banks

### **2 Declaration of Acceptance of Office**

Cllr Ham signed the Chairman's Declaration of Acceptance of Office.

### **3 Apologies:** Cllr Allen, Drescher, Townsend and Talbot.

### **4 Formation of Working Parties within the Parish Council**

Subject to absent Councillors' confirmation:

<b>Working Party</b>	<b>Lead Councillor</b>	<b>Team members</b>
Playing Fields, Play Areas and Pump Track	Cllr Barrett	Cllrs Conn, Hanney, Harding and Drescher
Environment & Cemetery	Cllr Evans	Cllrs Turner, Harding, Allen and Townsend
Finance, Pay Review & Small Grants	Cllr Townsend	Cllrs Ham, Pearce, Conn, Banks and the Clerk

*Vote: 9 For, 0 Against, 0 Abstain*

### **5 Lead Councillors**

Public Footpaths /RoW	Cllr Barrett
Highways	Cllr Pearce and Townsend
Open Spaces and Trees	Cllr Harding and Barrett
Parish Plan	Cllr Conn
Young People	Cllr Ham and Banks

*Vote: 9 For, 0 Against, 0 Abstain*

## 6 Appointment of Representatives to Outside Bodies

@ The Hub	Cllrs Banks, Ham and Townsend
Bishop Henderson School & Children's Centre	Cllrs Drescher and Ham
Coleford Athletic Football Club	Cllr Drescher and Allen
PCC	Cllr Turner
PCSO & PACT	Cllr Banks
Somerset Association Local Council	Cllr Evans
Halecombe Quarry Liaison Group	Cllr Conn and Turner
Coleford Revival Group	Cllr Ham, Harding, Barrett and Banks
Mendip Country Practice Patients Group	Cllr Townsend

*Vote: 9 For, 0 Against, 0 Abstain*

## 7 Review and Adoption of Policies

Councillors had all received an electronic copy of the policies in advance of the meeting.

- Financial Regulations
- Code of Conduct
- Standing Orders
- Handling complaints

It was agreed that the above mentioned policies should be adopted without amendment.

*Vote: 9 For, 0 Against, 0 Abstain*

## 8. Authorisation of Signatories for Bank Accounts

The current signatories are Cllrs Ham, Townsend, Conn, Banks, Evans and Miss V Watts.

*Vote: 9 For, 0 Against, 0 Abstain*

## 10 Confirmation of direct debits and standing orders

The Clerk confirmed that the changing room electricity supply is paid by monthly direct debit. Meter readings are regularly submitted which will be monitored to ensure that the amount is sufficient. The Clerks salary and Pension contributions are paid by standing order on the 1<sup>st</sup> of each month. There is an annual Data Protection fee is paid by direct debit.

*Vote: 9 For, 0 Against, 0 Abstain*

The meeting concluded at 19.35hrs