

Minutes of the Tanworth-in-Arden General Annual Meeting

held on Thursday 21st May 2009 at 19:30 hours in Tanworth in Arden Village Hall.

Present: Councillor Willmott (Chairman), Councillor Stanton, Councillor Havard, Councillor Instone, Councillor Bettam, Councillor Fitzpatrick, Councillor Waters, Councillor Keogh and Councillor O'Brien

In attendance: Clerk to the Council – Diane Malley

1. Election of Chairman

Councillor O'Brien proposed that Chairman Councillor Willmott remain as Chairman, Councillor Stanton seconded. There were no other proposals. Seven votes in favour, one abstention.

2. To receive the Chairman's Declaration of Acceptance of Office

The Chairman signed the Declaration of Acceptance of Office.

3. Election of Vice-Chairman

Councillor Willmott proposed that Councillor Oakley be re-elected as Vice-Chairman, Councillor O'Brien seconded. There were no other proposals. Eight votes in favour, one abstention.

4. To receive the Vice-Chairman's Declaration of Acceptance of Office

This will be received at the next Council meeting when Councillor Oakley is in attendance.

5. Apologies for absence

Councillor Oakley, Councillor Ross and Councillor Jones

6. Declarations of Personal or Prejudicial Interest

None to declare.

7. To Confirm and sign the Minutes of the Annual General Meeting of 15th May 2008.

Proposed Councillor Stanton, Seconded Councillor Instone. All in favour.
Chairman Councillor Willmott signed the Minutes of the last meeting.

8. To appoint Committee Members, Footpath Officer and Tree Officer.

A current list of Committees and Working Parties had been previously distributed.

Councillor Willmott proposed the members stay as they are for both Finance and General Purposes Committee and the Planning Committee.
Seconded by Councillor Instone. All voted in favour.

The remaining working parties are as follows:

Archives Working Party

Councillor Willmott, Councillor Instone and the Clerk

Response to Quality Parish Council Status Proposals Working Party

Councillor Instone, Councillor Oakley and the Clerk

Office Accommodation Working Party

Councillor Oakley, Councillor Instone, Councillor Fitzpatrick and Councillor Ross

Trees Officers

Peter Montague-Williams (enquiries to be made to ensure Mr Montague-Williams is happy to continue)

Councillor Stanton

Footpaths Officer

Currently vacant. Mr Dave Burgess has indicated he may take on this role.

9. To agree Cheque Signatories and sign appropriate mandate

The current cheque signatories include Chairman Councillor Willmott, Councillor Oakley, Councillor Ross and Councillor Instone. Two out of the 4 signatures are required on each cheque.

It was proposed by Councillor Stanton and seconded by Councillor Willmott that no changes are made to the signatories and therefore no mandate need be signed. All in favour.

10. To review all Councillors Financial and Other Interests and to ensure that they are up to date.

Councillors were reminded to review their financial and other interests to ensure they were up to date. Any changes should be reported through the clerk.

11. To receive a report on the capital assets and liabilities vested in the Council

The asset register had been circulated before the Finance and General purposes committee. An amendment had been made to removed the cost of the burial land from the register as this no longer belonged to the parish council. It was proposed by Councillor Willmott, seconded by Councillor Stanton to accept the Asset Register.

12. To review the Risk Register

After the level of insurance cover was confirmed it was proposed by Councillor Fitzpatrick to accept the risk register. Seconded by Councillor Stanton. All in favour

13. To consider the payment of any subscriptions falling to be paid annually

A list of Annual Subscriptions was read out by the Chairman. These are agreed at the time of setting the precept.

Proposed by Councillor Fitzpatrick. Seconded by Councillor Stanton. All in favour.

14. To inspect any deeds and trust instruments in the custody of the Council

Documents are stored at The Records Office in Warwick. Copies were in the office. This was noted.

15. To agree dates and venue for Council Meetings for the rest of the year

A list of dates had previously been circulated and were noted.

The meeting closed at 19:47 Hrs

Signed

_____ Chairman of meeting _____ Date