

ABERFORD & DISTRICT PARISH COUNCIL ANNUAL MEETING

MINUTES of the above meeting held on Tuesday 17th May 2011 at 7.00pm in the Village Hall.

PRESENT: Cllrs Howson, Mrs G. Broadley, I. Forster, D. Gluck, P. Hancock, Mrs J. Jeffrey, Mrs R. Reed, D. Stainton
Apologies: Cllr R. Alderson
Also Present: 2 members of the public, Clerk

11/1NEW TERM OF OFFICE

Cllr Howson welcomed everyone. The election for a new 4 year term had been uncontested. Cllrs completed the Declaration of Interest Forms and Acceptance of Office forms. It was agreed that Cllr Alderson would be allowed to complete his Acceptance of Office form when he returned from abroad.

11/2 ELECTION OF CHAIRMAN/OFFICERS

(a) It was proposed by Cllr D. Stainton and seconded by Cllr Mrs Broadley that Cllr Howson should be appointed Chairman. Cllr Howson indicated his willingness to serve and this motion was carried unanimously. Cllr Howson then completed the Acceptance of Chairman's office form.

(b) It was proposed by Cllr Mrs Reed and seconded by Cllr Forster that Cllr D. Stainton should be appointed Vice Chairman. Cllr Stainton indicated his willingness to serve and this motion was carried unanimously.

(c) It was proposed by Cllr Mrs Jeffrey and seconded by Cllr Gluck that Cllr Forster be appointed Responsible Financial Officer. Cllr Forster indicated his willingness to serve and this motion was carried unanimously.

11/3 CHAIRMAN'S REPORT

Cllr Howson said he felt the PC had worked very hard and well during the previous year. There were many extra meetings than just the monthly ones. Various Sub-committees had met and on site visits had been undertaken and he wanted to thank his colleagues for their efforts. He also wished to thank the Clerk and Mrs Roberts – who had served during the previous year. Mrs Roberts had decided not to stand at this time.

Cllr Howson hoped that, with two vacancies still to be filled, it would be possible to co-opt people to fill them in due course.

It was disappointing that, despite strenuous efforts, it had not proved possible to bring the School Field project to completion. The PC was still working on this.

The Master Plan was in the final stages of being compiled for publication and the launch event would be soon.

The Aberford in Bloom Group continued around the village. Unfortunately a death in the family of the two founding members had caused some disruption but the PC would give any assistance it could to expand the Group.

The Chairman said he was pleased that the PC was taking over some spare ground off Beech View for allotments and the legal matters were being dealt with by the City Council. It was also hoped to bring the allotments behind Youngs Court into the same arrangement.

11/4 REVIEW OF SUB-COMMITTEES

The delegation arrangements were felt to be satisfactory and the allocation of Councillors to the Sub-Committees was confirmed as follows.

- (a) Master Plan – the Councillors designated to serve on this Sub-committee were R. Alderson, Mrs G. Broadley, D. Gluck, Mrs R. Reed and D. Stainton.
- (b) Footpaths – the Councillors designated to serve on this Sub-Committee were Mrs G. Broadley and Mrs J. Jeffrey.
- (c) LeedsFest – the Councillor designated to serve on this Sub-Committee was Mrs G. Broadley.
- (d) Allotments – the Councillors designated to serve on this Sub-Committee were Mrs G. Broadley and Mrs J. Jeffrey.

11/5 STANDING ORDERS/FINANCIAL REGULATIONS

These were reviewed and re-adopted.

11/6 ASSETS

Councillors reviewed the Assets Register which had been amended during the year to include the new Noticeboard, more Christmas lights and the Market Cross. Cllr Mrs Jeffrey drew attention to the War Memorial and asked if Cllrs would agree to seek ownership of this from the City Council. As some work on the trees surrounding the Memorial had already been done with more being proposed, it was felt this important feature should be taken on by the PC and put on the Asset Register. Cllrs agreed unanimously and the Clerk was asked to take the matter up with the City Council.

11/7 INSURANCE COVER

Cllr Forster, as RFO, had studied the quotation from Zurich against the current policy from Aviva via Came and Co. Although the Zurich quotation was cheaper, he felt the cover given having regard to the ‘small print’ was difficult to assess. On balance he recommended renewing with Aviva as Came and Company had given good advice and assistance during the year – such as on snow clearing. Cllrs agreed to renew with Aviva.

11/8 MEMBERSHIP OF OTHER BODIES

- (a) Councillors confirmed they wished the PC to continue membership of the Yorkshire Local Councils Association.
- (b) Councillors confirmed they wished the PC to continue membership of Rural Action Yorkshire.

11/9 REQUESTS UNDER FREEDOM OF INFORMATION/DATA PROTECTION ACTS.

There had been no such requests. The PC maintained a website and placed information on the two Noticeboards regularly, together with the twice-yearly issue of a Newsletter.

11/10 PRESS/MEDIA

No formal policy was in place but Cllr Gluck was shortly to supply items of interest around the village to the Wetherby News. Cllrs were aware of the need for discretion and just to give factual information to the media.

11/10 ARRANGEMENTS FOR ORDINARY MEETINGS

It was resolved that the ordinary meetings should continue as before - once per month, on the third Tuesday of the month, commencing at 7.30pm and generally in the Village Hall. It was felt that it would be useful to have a laminated type poster on the Hall Noticeboard to this effect.

11/11 ATTENDANCE RECORD

Out of a possible 12 meetings the attendance of Councillors was as follows:

Cllr Alderson	5
Cllr Mrs Broadley	8
Cllr Forster	10
Cllr Gluck	9
Cllr Hancock	12
Cllr Howson	12
Cllr Mrs Reed	12
Cllr Mrs Roberts	10
Cllr Stainton	10
Cllr Mrs Jeffrey	6 out of a possible 7

This concluded all the business of the Annual Meeting and the Chairman closed the meeting at 7.35pm.

The Parish Council complies with the Mandatory Publication Scheme under the Freedom of Information Act. Information about the Council can be obtained from their website at: www.aberfordonline.com or by contacting the Clerk.