

Draft Minutes of the Annual Parish Council Meeting held on Monday **11th May 2015 at 7.30pm** Nash Mills Village Hall, Lower Road Nash Mills.

Those Present:

Chairman: Councillor Helen Gough
Vice Chairman: Councillor Lisa Bayley

Councillors: Councillor Terence Collins
Councillor Louise Gross
Councillor David Jackson
Councillor Jan Maddern
Councillor Rosie Moubray

Also present: Mrs Linda Sutton, Clerk to the Council

The meeting opened at 7.40pm.

1. Election of Chairman

It was proposed by Councillor Terence Collins, seconded by Councillor Jan Maddern, and all members present were in agreement. It was **RESOLVED** that Councillor Helen Gough be elected Chairman for the year 2015-2016.

No other nominations were forthcoming.

2. Declaration of Acceptance of Office by the Chairman

The Declaration of Acceptance of Office as Chairman was read and signed by Councillor Helen Gough and signed by the Clerk as Proper Officer of the Council.

3. Apologies for absence

Apologies were received and accepted and recorded from Councillor Peter Lardi. (Unavailable).

The Clerk recorded that Councillor Peter Lardi would sign the Declaration of Acceptance of Office on the 8th June.

4. Declarations of Interest

Cllr. Mrs Moubray, Cllr. Ms Bayley, Cllr. Mrs Gross and Cllr. David Jackson had nothing to declare.

Councillor Helen Gough declared that she was married to a committee member of Willows' Residents Association. Councillor Jan Maddern declared that she was an elected member of Dacorum Borough Council. Councillor Terence Collins declared that he was an Associated Governor of Nash Mills Primary School.

5. **Election of Vice Chairman**

It was proposed by Councillor Jan Maddern, seconded by Councillor Louise Gross, and all members present were in agreement. It was **RESOLVED** that Councillor Lisa Bayley be elected Vice Chairman for the year 2015-2016.

6. **Election of Committee Chairman and Vice Chairman of Committees**

It was proposed by Councillor Jan Maddern, seconded by Councillor Terence Collins, and all members present were in agreement. It was **RESOLVED** that Councillor Dave Jackson be elected committee Chairman of Finance.

It was proposed by Councillor Jan Maddern, seconded by Councillor Lisa Bayley that Councillor Peter Lardi be elected Chairman of Planning. All members present were in agreement except Councillor Dave Jackson who wished to propose Councillor Terence Collins. No Councillor came forward to second this proposal. It was **RESOLVED** that Councillor Peter Lardi be elected committee Chairman of Planning.

It was proposed by Councillor Lisa Bayley, seconded by Councillor Helen Gough, and all members present were in agreement. It was **RESOLVED** that Councillor Jan Maddern be elected committee Chairman of Personnel.

It was proposed by Councillor Jan Maddern, seconded by Councillor Lisa Bayley, and all members present agreed. It was **RESOLVED** that Councillor Rosie Moubray be elected committee Vice Chairman of Finance.

It was proposed by Councillor Jan Maddern, seconded by Councillor Dave Jackson, and all members present agreed. It was **RESOLVED** that Councillor Terence Collins be elected committee Vice Chairman of Planning.

It was proposed by Councillor Jan Maddern, seconded by Councillor Lisa Bayley, and all members present agreed. It was **RESOLVED** that Councillor Louise Gross be elected committee Vice Chairman of Personnel.

Councillor Louise Gross agreed to join the planning committee, Councillor Terence Collins agreed to join the personnel committee. DJ stepped down from the planning committee.

Finance Committee: DJ, RM, HG, LB, TC
Planning Committee: PL, TC, HG, LB, LG
Personnel Committee: JM, LG, HG, LB, TC

Delegated Powers – Councillor Helen Gough, Chairman read out that the Parish Council delegates full power to the Finance, Planning and Personnel Committees. The statement declared that each committee shall advise all actions taken and would report them at the next full parish council meeting.

7. **Approval of Annual Return ending 31st March 2015**

The Annual Return had been circulated prior to the meeting. This was approved by all members present. Councillor Helen Gough read out the annual governance statement

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and all members present agreed that it was a fair reflection of the parish council's financial status.

Club Finance, internal auditors had carried out the audit. Two recommendations had been suggested;

- 1) To list the date on any outstanding cheques on the expenditure sheets.
- 2) To claim back any potential VAT on purchases made by the Clerk and the Warden.

The recommendation suggested from the previous year was to replace the petty cash tin with a lockable one. This recommendation has since been actioned.

8. Date of next annual meeting of the council

9th May 2016.

Councillor Helen Gough thanked everybody for attending and closed the meeting at 7.59pm.

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CHAIRMAN

8th June 2015
DATE