

SHENLEY BROOK END & TATTENHOE PARISH COUNCIL

1 Wimborne Crescent
Westcroft District Centre
Milton Keynes
MK4 4DB



Minutes of the Annual Meeting of the Parish Council held at the Parish Office, 1 Wimborne Crescent, Westcroft, on Monday 21st May 2018.

1. Election of Chairman

Cllr Jean Nicholas was unanimously elected as Chairman for the year 2018-19. She thanked Council and signed the Declaration of Acceptance of Office.

2. Election of Vice Chairman

Cllr Chris Williams was elected unanimously as Vice Chairman for the year 2018-19. He thanked Council and signed the Declaration of Acceptance of Office.

Members thanked Cllr. K Geaney for all his hard work whilst serving as Vice-Chair

3. Members Present:

Cllr. M Cato
Cllr. K Geaney
Cllr. M. Geaney
Cllr. J Nicholas
Cllr. D Nicholas
Cllr. C Osler
Cllr. S Raja
Cllr. R Verma
Cllr. R Verman
Cllr. C Williams
Cllr. M Dynes
Cllr. P Humphry
Cllr. D Morgan

Ward Cllr. P Cannon
Ward Cllr. A Reilly
Ward Cllr. G Morla

Mrs S Kerr – Minute Taker

Also present:

Mrs R Zimmerman, Administration Officer
K Wheeler, Allotment & landscape Office
A Ridgway, Youth Team leader.

4. Apologies

Cllr. D Edmonds
Cllr. M Chapman

Apologies were accepted unanimously.

5. Declarations of Interest

There were no declarations of interest.

6. Minutes of the Annual Meeting on Monday 22nd May 2017

The minutes of the Annual Meeting held on Monday 22nd May 2017, having been presented previously to the Council meeting on 26th June 2017, were received and signed by the Chairman. There were no matters arising from these minutes.

7. Annual Report of the Parish Council for 2017-18

The Annual Report on the year 2017-18 having been delivered to the Annual Meeting of the Parish, was noted and approved.

8. Standing Committees

Following a proposal from the Chairman and a short discussion it was unanimously agreed to merge the Planning & Environment and Community Committee, which is now to be known as the Planning, Community & Environment Committee (PCEC) and meetings are to be held on the second Monday of every month.

It was resolved to:-

Elect the Chairman and Vice Chairman for this committee at its first meeting.

To confirm members as follows:

Appointed to Planning, Community & Environment Committee (PCEC)

Cllr. M Chapman
Cllr. K Geaney
Cllr. M Verma
Cllr. J Nicholas – Ex Officio
Cllr. S Raja
Cllr. M Geaney
Cllr. D Nicholas
Cllr. C Williams
Cllr. R Verman
Cllr. M Dynes
Cllr. P Humphry
Cllr. D Morgan
Cllr. C Osler
Cllr. M Cato

Members were informed that if they wished to serve as Chair or Vice-chair of either committee, to inform the office before Friday 1st June.

Policy & Finance Committee

Members for this Committee will be agreed at full Council meeting in June once the committee has appointed their Chairs and Vice Chairs.

Members will now be elected due to the merge off the committees

9. Appointment of Internal Auditor & Internal scrutineer

The council agreed unanimously to re-affirm the appointment of Auditing Solutions for 2018-19

Cllr. J Nicholas will continue to carry out the Internal Scrutiny.

10. Statutory Documents

The Chairman informed members that it is normal practice to re-affirm the statutory documents annually but confirmed that they can be revisited throughout the year at the request of any member.

Financial Regulations – Council agreed unanimously to re-affirm the current document.

Standing Orders – Council agreed unanimously to re-affirm the current Document, with an added item covering the updates on GDPR.

The standing Orders are to be referred to the Policy & Finance committee meeting in July for amendments to be made following the change in committee structure.

Councillors Attendance Records 2017-18 - Council agreed unanimously to re-affirm the current document.

11. Memberships of other bodies.

To continue the membership of:-

The Society of Local Clerks -
Council agreed unanimously

Bucks & Milton Keynes Association of Local Councils/National Association of Local Councils
Council agreed unanimously.

Milton Keynes Association of Local Councils
Council agreed unanimously.

12. External Representation

It was resolved that the following Members would be the Parish Council's representatives on the external bodies shown:

MK Association of Local Councils – Open to all members Cllr. J Nicholas to remain as the Parish rep.

MK Parishes Forum – Cllr. K Geaney and Cllr. M Cato

13. Inventory of Assets

Council viewed and re-affirmed the current document.

14. Insurance

Members reviewed and affirmed the arrangements for all insurable risk.

15. Date of next meeting:

It was proposed that the date of the next Annual Meeting of the Council shall be on Monday 20th May 2019 at approximately, 7.30p.m. at the Parish Office. This was agreed unanimously.

Meeting closed: 19:52

SIGNED.....Chairman