

TISBURY PARISH COUNCIL

Minutes of Annual General Meeting held on Tuesday 1st May 2012
at 7:00 pm in the Elizabeth Hall, Tisbury

DRAFT

- 12.05.01 **Election of Chairman:** Patrick Duffy was elected unopposed.
proposed AG/seconded MrsJA/unanimous
- 12.05.02 **Present:** P.Cnllrs P. Duffy (Chairman), D. Carroll (Vice-Chairman), Mrs J. Amos, J. Berkley-Matthews, Mrs Pam Chave, P. Coopman, Miss F. Corp, M. McGrath - 9.
Also in attendance: 2 resident; Mrs S. Harry (Clerk).
Apologies received and accepted: P.Cnllr D. Boxall; WCnllr T. Deane.
- 12.05.03 **Declaration of interests:** None.
- 12.05.04 **Election of Vice-Chairman:** David Carroll was elected unopposed.
proposed Mrs JA /seconded MMcG/unanimous
- 12.05.05 **Election of Responsible Financial Officer:** John Berkley-Matthews was elected unopposed.
proposed DC /seconded MMcG/unanimous
- 12.05.06 **Minutes of the last meeting held on 3rd May 2011** - these were accepted as correct and signed by the Chairman.
Proposed DC / Seconded JBM / unanimous of those present(6)
- 12.05.07 **Appointments of Councillors with Special responsibilities and Membership of Committees:**
Appointments were made in accordance with the attached table. **Clerk**
Proposed JBM / Seconded MrsJA / unanimous
It was noted that any committee would need a TOR; this applied to the JBC and planning committee only.
- 12.05.08 **Appointment of Representatives to Non-Parish council Committees:**
Appointments were made in accordance with the attached table. **Clerk**
Proposed JBM / Seconded MrsJA / unanimous
- 12.05.09 **Review of Standing Orders** (adopted in June 2011):
P.Cnllrs resolved to incorporate 2 changes into the standing orders adopted at the June 2011 meeting:
i. to delegate to the Clerk, any action to ensure that the Parish Council is acting legally.
ii. to delegate to the Clerk, acting in conjunction with the Tree Officer, decisions relating to TCA/section 211 Tree applications where:
a. The decision is not likely to be controversial, and
b. The decision is required before the next meeting of the parish council. **Clerk**
Proposed DC / Seconded MMcG / unanimous
- 12.05.10 **Review of Financial Regulations** (last reviewed May 2011):
P.Cnllrs agreed that no changes were necessary.
- 12.05.11 **Review of Asset Register** (last amended July 2011)
Following a brief discussion, P.Cnllrs agreed that this item be held over until the report of the Internal Auditor had been received (with advice on asset values) and updated according to their recommendations. **Clerk**
- 12.05.12 **Review of Risk Register** (last amended July 2011)
P.Cnllrs agreed that no changes were necessary.
There being no further business the meeting closed at 7.34pm.

May 2012	Min no. on Committee; all others = 1 P.Cllr with responsibility	Janet Amos	Terry Barnes	John Berkley-Matthews	David Boxall	David Carroll	Pamela Chave	Peter Coopman	Felicity Corp	Patrick Duffy	Adrian Griffin	Mike McGrath
Joint Burial (JBC) - *a	3			X						X	X	
Planning - *b	all	X	X	X	X	X	X	X	X	X	X	X
Allotments	1							X				
Litter & Street Cleaning; Recycling	1						X					
Playing Fields / play area inspections	1					X						
Footpaths & By-ways	1						X					
Trees Warden	Mrs D. Carter (volunteer)											
Community Emergency Volunteer	James Scott-Clarke (volunteer)											
Risk analysis co-ordinators	1		X									
Youth & Community	1	X										
Transport issues	1										X	
Strategic Waste Disposal	1							X				
Community Campus	1								X			

Parish Council Representatives in other organisations:												
Alice Combes Trust	1			X								
Lord Arundell of Wardour Trust	1											X
Sports Centre Committee	1							X				
Tisbury Community Safety Partnership	1			X								
TISBUS	1					X						
Victoria Hall Committee	1								X			
Tisbury Link Scheme	1					X						
Tisbury Business Association	1									X		

Notes:

*a - TOR already in place

*b - TOR required; to include delegation for TCA/sect211 applications to the Clerk where necessary.