

TISBURY PARISH COUNCIL
Minutes of Annual General Meeting held on Tuesday 6th May 2014
at 7:00 pm in the Elizabeth Hall, Tisbury

DRAFT

- 14.05.01 **Election of Chairman:** Patrick Duffy was elected.
proposed DC/seconded JBM/8 in favour with 1 abstention
- 14.05.02 **Present:** P.Cnllrs P. Duffy (Chairman), Mrs J. Amos, J. Berkley-Matthews, D. Carroll, Miss F. Corp, A. Griffin, Ms J. Ings, M. McGrath, Mrs A. West, D. Wood - 10.
Also in attendance: 16 members of the public; Mrs S. Harry (Clerk).
Apologies received and accepted: P.Cnllr Mrs PamC; 2 no. CBOs.
- 14.05.03 **Declarations of Acceptance of Office and Register of Interests:**
P. Duffy signed the Declaration of Office that was witnessed by the Clerk.
- 14.05.04 **Election of Vice-Chairman:** David Carroll was elected unopposed.
proposed PD /seconded MMcG/8 in favour with 1 abstention
- 14.05.05 **Responsible Financial Officer:** P.Cnllrs noted the requirement of the Clerk to be the RFO (as the only Officer of the Council), before resolving to amend the contract of employment to include this post. **proposed DC /seconded MrsJA/unanimous** Clerk
- 14.05.06 **Minutes of the last meeting held on 14th May 2012** - these were accepted as correct and signed by the Chairman.
Proposed DC / Seconded JBM / unanimous of those present (10) Clerk
- 14.05.07 **Appointments of Councillors with Special responsibilities and Membership of Committees:** Clerk
P.Cnllrs resolved the appointments as detailed in the attached table.
Proposed JBM / Seconded AG / unanimous
- 14.05.08 **Appointment of Representatives to Non-Parish council Committees:**
P.Cnllrs resolved the appointments as detailed in the attached table.
Proposed JBM / Seconded AG / unanimous Clerk
- 14.05.09 **Amendment of Dispensations Policy**
Parish Councillors agreed unanimously that the current policy met the needs of the parish council. Clerk
- 14.05.10 **Review of Standing Orders:**
Parish Councillors agreed unanimously that no amendments were necessary before 2015. Clerk
- 14.05.11 **Review of Financial Regulations:** Clerk
P.Cnllrs agreed unanimously to consider new financial regulations circulated recently by NALC (as a model) at the June meeting.
- 14.05.12 **Review of Asset Register**
Parish Councillors resolved to approve the revised draft previously circulated with the agenda papers.
Proposed DC / Seconded JBM / unanimous Clerk
- 14.05.13 **Review of Risk Register** AG
P.Cnllrs agreed that the risk register required further examination and would be re-presented to the July meeting, noting that the register had not been formally re-adopted in the 2013/14 year. MrsJA
There being no further business the meeting closed at 7.29pm.

Parish Councillor responsibilities May 2014	Minimum number of Councillors with responsibility	Janet Amos	John Berkeley-Matthews	David Carroll	Pamela Chave	Felicity Corp	Patrick Duffy	Jo Ings	Adrian Griffin	Mike McGrath	Amanda West	David Wood
Finance	1		X									
Joint Burial (JBC)	3		X	X			X					
Planning	all	X	X	X	X	X	X	X	X	X	X	X
Allotments											X	
Amenity Maintenance	2			X						X		
Play area inspections	1			X								
Footpaths & By-ways	1				X							
Trees Warden	Mrs Debbie. Carter (volunteer)											
Community Emergency Volunteer	James Scott-Clarke (volunteer)											
Risk analysis co-ordinator	1	X							X			
Youth & Community	1					X					X	
Transport & Car parking issues	1								X			
Neighbourhood Planning	1	X						X				
Contract Waste / recycling	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			
Community Campus	1											X