

CUBBINGTON PARISH COUNCIL

Minutes of the Annual Meeting held on Tuesday, 10th May 2016 at the Village Hall, Broadway at 7.30 pm.

1. Election of Chairman of the Parish Council

It was moved by Councillor Mrs. Saul, seconded by Councillor Saul and

Resolved Councillor Peter Delow be elected Chairman of the Parish Council for 2016/17.

2. Record of Members Present

Councillors Miss M. Cashmore, D. Cox, P. Delow, A. Gregory, Mrs. A. Higham, P. Johnson, Mrs. C. Marrow, Miss H Chapman, S Ginn, Mrs. T. Saul and D. Saul

Also in attendance: Councillors Mrs. P. Redford and W. Redford.

3. Apologies for absence

Apologies for absence were received from Councillor Mrs. Mary Mitchell, due to illness. District Councillors Harrington and Mrs. Stevens are attending other Civic Events.

4. To receive written requests for Disclosable Pecuniary Interests where that interest is not already in the register of members interests.

None received.

Councillors Delow, Mrs. Higham and Saul declared personal interests in the Village Hall, as members of the Village Hall Trust.

Councillor Cox declared a personal connection to Michael Fairbotham (Payroll Services).

5. Election of Vice-Chairman

It was moved by Councillor Delow, seconded by Councillor Saul and

Resolved Councillor Mrs. Caroline Marrow be appointed Vice-Chairman of the Parish Council for 2016/17.

6. To agree the Dates of and Venue for the Council Meetings for the year

The following dates were agreed:

14 th June 2016	13 th December 2016
12 th July 2016	10 th January 2017
13 th September 2016	14 th February 2017
11 th October 2016	14 th March 2017
8 th November 2016	9 th May 2017

All Parish Councils Meetings will take place at Cubbington Village Hall, Broadway, Cubbington, CV32 7JR

7. Chairman's Report

The out-going Chairman Councillor Mrs. Saul gave her report for the last two months. Cllr Mrs. Saul attended a number of events during the last two months which included the Annual Parish Council Civic Dinner, a Quiz Evening, Village Hall Trust Annual General Meeting, a Planning Surgery with Lorna Coldicott from Warwick District Council (WDC) who provided some useful information with regard to flooding in Cubbington, the Annual Parochial Church Meeting and a WALC meeting, which had a speaker about the Community Payback Scheme.

8. Appointments

The appointments which were made at the Annual Meeting on 12th May 2015 remain as follows:

Cubbington Village Hall Trust: Councillor D Saul

Thomas Sotherne Charity: Mr. R. G. Griffiths and Mr. N.H. Pratt (appointed in May 2015 for a period of three years) and Mr. D. Morris.

Emergency Committee: The Chairman, Councillors Miss Cashmore, Ginn, Gregory, Mrs. Higham and Saul. Along with Mr. R. Smith and Mr. M. Storer (ex-officio consultative representatives).

Finance Committee: Councillors Miss Cashmore, Cox, Ginn, Johnson and Mrs. Marrow (appointed 12th January 2016).

Cliff Cleaver Community Pavilion Management Committee: Councillor Saul and Councillor Mrs. Ann Higham was nominated and appointed onto the Committee.

9. Committees

The Parish Council has one committee, the Finance Committee which was created and appointments made on 12th January 2016. The members are as shown in point 8. above.

10. Capital Assets

The Parish Council noted the Capital Assets Report as shown at Appendix A.

Resolved the Capital Assets Report be confirmed.

Resolved the Finance Committee will review the Councils Assets during the current Financial Year (April 2016 – Mar 2017).

11. Standing Orders, Financial Regulations and Risk Assessment.

The Parish Clerk advised the Councillors of the recent changes to Section 18a and 18f of Cubbington Parish Council Standing Orders. The changes are legislative and specify the legal requirements for procurement:

Contracts up to £25,000 (excl. VAT) – to follow Standing Orders and Financial Regulations

Contracts over £25,000 (excl. VAT) use of Contract Finder and the Public Contracts Regulations 2015; and

Contracts over £164,176+ detailed requirements of the Public Contracts Regulations 2015.

Resolved the Standing Orders be amended immediately.

Resolved the Standing Orders and Financial Regulations be reviewed during the current Financial Year (April 2016 – Mar 2017)

12. Joint Standards Committee for Warwick District

The proposal is as follows:

“That this Council supports the continuation of the Joint Standards Committee for Warwick District Council and the proposals for representation of the Parish/Town Councils, that there should be four representatives one representing Warwick Rural East Community Forum area, one representing Warwick Rural West Community Forum Area and two representing the areas covered by the four towns.

The Joint Standards Committee will be responsible for undertaking hearings into the Conduct of Councillors following a report to them by the Monitoring Officer. As set out in the Arrangements for Dealing with Complaints about Councillors cases will be determined by Hearing Panels appointed by the Monitoring Officer, in consultation with the Chairman of the Standards Committee. If necessary, the Committee will also be entitled to issue appropriate sanctions against those Councillors involved.”

If the Council chooses to join the Committee to make nominations to the Committee.

It was moved by Councillor Cox, seconded by Councillor Mrs Higham and

Resolved Cubbington Parish Council joins the Joint Standards Committee For Warwick District Council. Councillor Miss Chapman is nominated to the Committee.

13. Approve the following Accounts for payment.

Approve the following Accounts for Payment

(a) St. Mary's Parochial Church Council – Parish News Magazine grant	200.00
(b) Warwickshire Association of Local Councils - 2016/17 subscription	834.00

(c) Warwickshire Association of Local Councils - 2016/17 subscription for 'Review' magazine	to be advised
(d) Chairman's allowance 2016/17	1850.00
(e) Vice-Chairman's allowance 2016/17	150.00
(f) Michael Fairbotham – payroll services 2016/17	180.00 (incl. VAT)
(g) Mrs. L. Montgomery – key holder fee: October 2015 to March 2016	125.00

It was moved by Councillor Saul, seconded by Councillor Ginn and

Resolved the payments be made.

Meeting ended at 20.14 hrs.

Signed

Date