

NORTHWAY PARISH COUNCIL

Annual Meeting held on Wednesday 15th May 2019

at Northway Community Hub, commencing at 7.00 p.m.

Present: Cllr M Barnes
Cllr Mrs E MacTiernan
Cllr J Roberts
Cllr S Ward
Cllr Mrs P Godwin
Cllr G Shelton
Cllr Mrs S Terry

In Attendance: Mr L Reid, Local Residents (until Min Ref:
Mrs C Woodward, Clerk of the Council
Mrs L Stewart, Clerk's Assistant

C/95/19 **Election of Chairman**

Cllr MacTiernan PROPOSED that Cllr Ward was re-elected as Chairman for the forthcoming Municipal year. Cllr Roberts SECONDED. Cllr Ward accepted this nomination

Cllr Godwin PROPOSED that Cllr Terry was elected as Chairman for the forthcoming Municipal year. Cllr Terry accepted the nomination.

FOR Cllr Ward as Chairman: Cllr MacTiernan Cllr Roberts
Cllr Shelton Cllr Ward

FOR Cllr Terry as Chairman: Cllr Godwin Cllr Terry

ABSTENTIONS: Cllr Barnes

C/96/19 **Chairman's Declaration of Acceptance of Office**

The incoming Chairman, Cllr Ward, signed a Declaration of Acceptance of Office and took the Chair.

C/97/19 **Apologies**

Apologies for absence had been received from Cllrs Bailey, Phennah and Porter.

C/98/19 **Election of Vice-Chairman**

Cllr Godwin PROPOSED that Cllr Terry was elected as Vice-Chairman for the coming year. Cllr MacTiernan SECONDED. Cllr Terry accepted this nomination.

Cllr Ward PROPOSED that Cllr Roberts was elected as Vice-Chairman for the coming year. Cllr Shelton SECONDED. Cllr Roberts accepted this nomination.

FOR Cllr Terry as Vice-Chairman: Cllr Godwin Cllr MacTiernan
Cllr Terry

FOR Cllr Roberts as Vice-Chairman: Cllr Ward Cllr Shelton
Cllr Roberts

ABSTENTIONS: Cllr Barnes

Due to a tie in votes, Cllr Ward, as Chairman, had a casting vote which was used in favour of Cllr Roberts for Vice-Chairman.

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Appointment of Committees and Working Parties

Members considered which Parish Council Committees and Working Parties they wished to stand on (the Chairman and the Vice-Chairman being ex-officio Members of all Committees and Working Parties).

a. Finance Committee

Cllr Ward	Cllr Roberts
Cllr Godwin	Cllr MacTiernan
Cllr Shelton	Cllr Terry

b. Planning Committee

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Godwin
Cllr Shelton	Cllr Terry

c. General Purposes Committee

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Godwin
Cllr MacTiernan	Cllr Terry

d. Road Safety Committee

Cllr Ward	Cllr Roberts
Cllr Barnes	

e. Staffing/Personnel/HR Committee

Cllr Ward	Cllr Roberts
Finance Chair (when known)	

f. Standing Orders/Financial Regulations Working Party

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Shelton

g. Emergency Planning Working Party

Cllr Ward	Cllr Roberts
Cllr Godwin	Cllr Shelton
Cllr Terry	

h. Community Event Working Party

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Godwin
Cllr MacTiernan	Cllr Shelton
Cllr Terry	

i. Grant Working Party

Cllr Ward	Cllr Roberts
Cllr Godwin	Cllr Terry

j. Changing Room Facility/Village Hall Working Party

Cllr Ward	Cllr Roberts
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Appointment of Committees and Working Parties (continued)

Cllr Godwin

k. **General Data Protection Regulations Working Party**

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Shelton

l. **Winter Maintenance Working Party**

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Shelton
Cllr Terry	

m. **Art Project Working Party**

Cllr Ward	Cllr Roberts
Cllr Godwin	Cllr MacTiernan
Cllr Terry	

n. **Contractors Working Party**

It was AGREED that this should be merged with the Staffing/Personnel/HR Committee.

o. **Ashchurch Masterplan Working Party**

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Godwin
Cllr MacTiernan	Cllr Shelton
Cllr Terry	

p. **IT Working Party**

Cllr Ward	Cllr Roberts
Cllr Barnes	Cllr Shelton

q. **Neighbourhood Plan Working Party**

This Working Party was considered to be dormant.

C/100/19

Appointment of Representatives on Outside Bodies

a. **Northway Community Volunteers (Northway Area Residents and Homeowners Association)**

Cllr Godwin

b. **Groundworkers Meetings**

Cllr Terry

C/101/19

Health and Safety Officer

Cllr Ward PROPOSED that Mr Neil Davis should continue to in his role as Health and Safety Officer, provided he was still agreeable to this arrangement. Cllr Terry SECONDED.

FOR: UNANIMOUS

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C/102/19 Standing Orders and Financial Regulations

Cllr Terry PROPOSED approval of the existing Standing Orders (adopted by NPC in June 2014 (Min Ref: C/157/14 refers)) and Financial Regulations (adopted by NPC in February 2016). Cllr Godwin SECONDED.

FOR: UNANIMOUS

C/103/19 Meeting Schedule

Cllr Stelton PROPOSED that the draft Meeting Schedule for the second half of the year (which had been circulated with the agenda) should be approved. Cllr Godwin SECONDED.

FOR: UNANIMOUS

C/104/19 Notice Boards

It was AGREED that the notice board arrangements should be as follows:

Hardwick Bank Road – Cllr Terry

The Spine (The Park) – Cllr Shelton

Northway Centre – Cllr Bailey

Lee Road – Cllr Ward

Northway Playing Field – Cllr Godwin

Ashchurch Station – It was suggested that this notice board should only be used if/when required (as it was too small to hold many posters and more suitable for timetables).

Saxon Park – Cllr Roberts confirmed that he would take responsibility for this notice board once it was installed.

C/105/19 Defibrillators

It was AGREED that responsibility for various defibrillators in the parish should be as follows:

Northway Playing Field – Cllr Godwin

Northway Community Hub – Office staff

Hardwick Bank Road – Fiona Castle (Fiona had confirmed that she would be willing to undertake the required weekly/monthly checks even though she was no longer a Parish Councillor).

7.15 p.m. – As there was no other business the meeting concluded.