

**PILL & EASTON-IN-GORDANO PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL
Monday 13th May 2019 at 7.30pm at the Resource Centre**

MINUTES

Present: Cllrs Davey, Davies, Dawson, Harrison, Kent, Winsley, ALPC Cllr Stewart & J Smart (Clerk)

Apologies: Cllrs King & Stone

1. Election of Chairman of the Parish Council

Cllr Dawson nominated Cllr Kent as Chair of the Parish Council for the forthcoming year. Cllr Davies seconded. There being no further nominations, Cllr Kent was elected Chairman of the Parish Council for the forthcoming year.

2. Chairman's Declaration of Acceptance to Office

Cllr Kent signed the Declaration of Acceptance to Office.

3. Co-option of Councillors

Bob Langton, Peter Stanley, Tomas Rawlings, Sue Adamson and Trevor Wraith were all co-opted as members of the Parish Council.

PK thanked the Clerk, and offered congratulations to Cllr Davies on his appointment as Leader of North Somerset Council. MS reported that the residents of Abbots Leigh were also delighted.

4. Election of Vice-Chairman of the Parish Council

Cllr Davey nominated Cllr Langton as Vice-Chair of the Parish Council for the forthcoming year. Cllr Stanley seconded. There being no further nominations, Cllr Langton was elected Vice-Chair of the Parish Council for the forthcoming year.

A proposal for the new workings of the Parish Council was circulated to all members. DD suggested the Clerk ask ALCA/SLCC for advice on this, to confirm that it met with statutory requirements.

3. Election of Sub-Committees (Working Groups) of the Parish Council

Environment (including Climate Change Emergency) - PK/BL/SA/LD/ND/TR.

Highways & Transport – PK/BW/PS/ND.

Planning – PK/PS/CH/TW.

Finance & Personnel – PK/BL/DD/BW.

Playing Fields & Open Spaces (including Footpaths, Pill in Bloom, St George's Flower Bank) – PK/LD/PS/TR/CH/ND.

Neighbourhood Plan – PK/BL/SA/ND/DD/TW.

Website & Social Media – PK/TR/BW/SA.

4. Election of Representatives to Outside Bodies

Pill & District Children & Young People's Partnership – DD.

Community Centre – LD.

Allotments Committee – BL.

Port Liaison Committee – DD/PK.

Pill Community Foundation – KS.

EIG, Pill & Ham Green Community Forum – BL.

Friends of Watchhouse Hill – PS.

5. Statutory Requirements

- i) Standing Orders – the Standing Orders would be reviewed and updated this year.
- ii) Financial Regulations – the Financial Regulations would be reviewed and updated this year.

6. Approval of Annual Governance Statement 2018/2019

The Annual Governance Statement had been completed and circulated to all members by the Clerk. This was approved and signed by the Chair.

7. Approval of Accounting Statements 2018/2019

The Annual Accounting Statements had been completed and circulated to all members by the Clerk. This was approved and signed by the Chair.

8. Approval of Statement of Internal Control and Annual Review of Effectiveness

The Statement of Internal Control and Annual Review of Effectiveness was approved and signed by the Chair.

10. Appointment of Internal Auditor for 2019/2020

Noel Ayling was appointed as Internal Auditor for the year 2019-2020.

Action: Clerk

The Annual Meeting was followed immediately by the Full Parish Council Meeting for May.