

Annual meeting 2014 - 1

## **SCAWBY PARISH COUNCIL**

**Minutes of the Annual Meeting of Scawby Parish Council held on Wednesday  
7th May 2014 at 7.00pm in Scawby Village Hall.**

Present : Cllr(s) J Frost, B Overal, T Barker, R T Matthews,  
D Hulse,, Mrs Keyworth, Mrs Powell,  
M Burkinshaw, M Russell ,P Johnson, Mrs Nelthorpe.

In attendance : Cllr's Poole, Foster and England.  
Mrs K Pickering - clerk.

**1. ELECTION OF CHAIRMAN**

Cllr J Frost - proposed by Cllr P Johnson, seconded by Cllr B Overal.  
**Elected unopposed.**

**2. ELECTION OF VICE CHAIRMAN**

Cllr T Barker - proposed by Cllr Mrs Powell, seconded by Cllr P Johnson.  
**Elected unopposed.**

**3. APOLOGIES : Cllr Mrs Revitt, Cllr J Kitwood, Cllr G Platts, Cllr N Poole,  
Cllr J Kitwood, Cllr T Foster.**

**3a. DECLARATION OF INTEREST ON ANY AGENDA ITEM.**

Cllr J Frost – Item 5(a)  
K Pickering – clerk – Item 5(b)

**4. ELECTION OF COMMITTEES :**

**a) Planning Committee**

Cllr(s) Frost, Matthews, Platts, Overal, Johnson, Barker and Powell.  
**Elected unopposed**

**b) Playing Field Committee**

Cllr(s) Frost, Platts, Hulse, Barker ,Russell and Mrs Nelthorpe.  
**Elected unopposed.**

**c) Personnel Committee**

Cllr(s) Matthews, Hulse, Burkinshaw and Russell.  
**Elected unopposed.**

**d) Finance Committee**

Cllr(s) Frost, Hulse, Burkinshaw, Mrs Keyworth and Mrs Revitt.  
**Elected unopposed.**

**e) Disciplinary/Grievance Panel**

Cllr(s) Kitwood, Frost, Mrs Keyworth and Mrs Powell.  
**Elected unopposed.**

**4. ELECTION OF REPRESENTATIVES**

- a) Village hall representative – Cllr Mrs Powell – Agreed unanimously.
- b) ERNLLCA representative – Cllr J Kitwood – Agreed unanimously.
- c) Police Liaison representative – Cllr’s Johnson, Hulse and Matthews – agreed unanimously.

**5. REVIEW OF SALARIES, WAGES AND ALLOWANCES :**

**a) Chairman’s Allowance.**

The Chairman declared a prejudicial interest in this agenda item and left the room.

Proposal : Allowance to remain at £560 – proposed by Cllr Johnson, seconded by Cllr Matthews.

**IT WAS RESOLVED unanimously that** the chairman’s allowance remains at £560 per annum with a review after 6 months.

**b) Clerks salary - national increase for 2014/15 has not yet been agreed.**

The clerk will advise the meeting when an agreement has been reached and **IT WAS RESOLVED** that the increase would be automatically implemented.

**c) Clerks quarterly allowances.**

The allowance to remain at £80/quarter.

**Agreed unanimously.**

**6. REVIEW OF HIRE CHARGES FOR PLAYING FIELD AND SPORTS PAVILION.**

**Motion 1 – To keep the existing charges in place for 2014/14**

Proposed by Cllr Barker, seconded by Cllr Matthews

**Motion 2 – To increase the senior match charge to £25 per match**

Proposed by Cllr Johnson, seconded by Cllr Hulse.

Motion 2 was defeated by 6 votes : 5 votes

**Motion 1 was carried by 7 votes : 4 votes.**

**The charges at the playing fields for 2014/15 will remain as follows:**

**Match - seniors - £24.00**

**Match - juniors - £17.00**

**Training - £10.00**

**Outside users surcharge - £10.00**

**Use of pavilion - £20.00**

**All charges are inclusive of VAT**

The meeting noted that Neil Johnson and his son Ryan work tirelessly to organise and promote the football matches at the playing fields. They do a really good job and the parish councils’ gratitude for their work is recognised.

Annual meeting 2014 - 3

**7. ATTENDANCE SHEET FOR 2013/14**

The councillors attendance at meeting document was circulated prior to the meeting and approved.

**8. TO RECEIVE/CONFIRM AND ADOPT THE FOLLOWING POLICIES**

- a) Risk Assessment
- b) Standing Orders and Financial Regulations
- c) Insurance Policy – **to be reviewed when new play equipment purchased.**
- d) Asset Register – **to be reviewed over the forthcoming year to ensure all assets are recorded and are insured as necessary.**

Clerk to send all councillors the template asset register which they can update and provide details of any additions to the clerk.

- e) Equal Opportunities Policy
- f) Play, strategy and health and safety policy – play area, West Street, Scawby.

**IT WAS RESOLVED unanimously to accept and approve the policies as listed above.**