

PARISH OF OVER KELLET
Draft Minutes of the Annual Meeting of the Parish Council held at the
Over Kellet Village Hall on Tuesday 15th May 2018 at 7.30pm.

Present: Councillor Mr N Ward - Chair
 Councillor Mr G Agnew
 Councillor Mr S Atkins
 Councillor Mrs R Lauder
 Councillor Mr M May
 Mr B Bailey (outgoing Clerk) and Mr D Whiteway (incoming Clerk)

In attendance: Twenty-seven members of the public

1 APOLOGIES FOR ABSENCE:

Apologies were received from County Councillor Mrs Phillippa Williamson, City Councillor Mr Roger Mace and Mrs Jackie Bassinder (Over Kellet Play Group).

2 MINUTES:

It was **RESOLVED** that the Minutes of the last Annual Meeting, held on **Tuesday 9th May 2017** be approved and signed.

3 ELECTION OF CHAIR:

Councillor Lauder proposed Councillor Ward as Chair. The proposal was seconded by Councillor Agnew and carried unanimously.

4 ELECTION OF DEPUTY CHAIR:

Councillor Lauder proposed Councillor Agnew as Chair. The proposal was seconded by Councillor May and carried unanimously.

5 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR:

Councillor Ward signed the declaration.

6 DECLARATIONS OF INTEREST:

No changes to Councillors' declarations of interest were reported.

7 ELECTION OF OFFICERS AND REPRESENTATIVES ON OUTSIDE BODIES AND GROUPS:

The following appointments and group memberships were proposed and agreed without opposition:

a) Trustees of Thomas Withers Charity	Mrs P A Lawson (Chairman), Mrs V Avery, Mr J M Briggs, Councillor Mr G Agnew
b) Lancashire Association of Local Councils	Councillor Mr G Agnew
c) Quarry Liaison Committee	Councillor Mr N Ward
d) Village Hall Committee	Councillor Mrs R Lauder
e) Lengthsman Liaison and Village Tidy Group	Councillor Mr S Atkins
f) Twinning Association	Appointment to be made jointly by Over Kellet and Nether Kellet Parish Councils.
g) Allotments Association	Councillor Mr S Atkins
h) Parish Plan Task and Finish Group	Councillors Nick Ward, Martin May, Graham Agnew and Rebecca Lauder, together with residents Jody Lauder, Vivien McCormack, Rex Woolstencroft, Pat Woolstencroft, and Steve Fowler.

8 CHAIR'S REPORT:

Councillor Mr N Ward presented his annual report for 2017/18, a copy of which is appended to these minutes.

9 DRAFT ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN:

The item was deferred for consideration at the Parish Council's June meeting.

10 RISK ASSESSMENT:

The Clerk provided the up to date risk assessment and risk log.

It was **RESOLVED** that the risk assessment and risk log be adopted for the 2018/19 municipal year.

11 ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS

The item was deferred for consideration at the Parish Council's June meeting.

12 DATE & TIME OF NEXT ANNUAL MEETING:

The next Annual Meeting of the Parish Council will be held on Tuesday, 14th May 2019 commencing at 7.00pm at the Over Kellet Village Hall.

The meeting closed at 7:50pm

Clerk of the Council

Chair

Date: