

Bradwell with Pattiswick Parish Council

Minutes of the ANNUAL Parish Council Meeting
Held on 18th May 2015 7:00pm

Present: Councillors Cllr. T. Dunn
Cllr. G. Lockey
Cllr. M. Webb
Cllr. G Pritchard
Cllr. C. Evans
Cllr. J. Bedford

Also in attendance Diane Jacob (Clerk)
Seventeen Members of Public

Mark Harden opened the meeting and handed over to New Councillors.

- 15/094 To Elect Chairman**
Cllr T. Dunn was elected as Chairman.
Proposed by Cllr.G.Lockey, seconded by Cllr.M.Webb, all in favour, resolution passed.
- 15/095 Chairman Declaration of Office**
Cllr. T.Dunn signed Chairman's Declaration of Office.
- 15/096 To Elect Vice-Chairman**
Cllr. G. Lockey was elected as Vice-Chairman.
Proposed by Cllr. C.Evans, seconded by Cllr.T.Dunn, all in favour, resolution passed.
- 15/097 Vice Chairman Declaration of Office**
Cllr.G.Lockey signed Vice-Chairman Declaration of Office.
- 15/098 Declaration of Acceptance of Office**
All members, except Cllr.B.Coutts signed Declaration of Acceptance of Office.
Cllr.B.Coutts to do so at June meeting. Proposed by Cllr. C.Evans, seconded by Cllr.G. Lockey, all in favour.
- 15/099 Check Members Register of Interests**
All members reminded to send Braintree District Council their Completed Members Register of Interests. Flow chart fully explaining pecuniary and non-pecuniary interests distributed to all members by clerk.
- 15/100 Consent form to receive the Council Summons and Agenda Electronically**
All consent forms signed, except Cllr.B.Coutts this to be completed at June meeting.
- 15/101 Bank Mandate Forms**
Item 1. To agree and confirm three signatories
Cllr. G. Pritchard, Cllr. G.Lockey and Cllr. T.Dunn elected to be signatories
Item 2. To sign Bank Mandate forms as necessary.
Clerk issued personal detail forms to be completed and returned back as soon as possible. Bank mandate change forms signed.

- 15/102 To adopt Council Policies**
 A. Standing Orders
 B. Financial Regulations
 C. Code of Conduct & Nolan Principles
 D. Co-Option Policy
 E. Complaints Procedure
 F. Public Participation at parish council meetings
 G. Freedom of Information Publication Scheme
 H. Grant Funding Policy
- Council Polices adopted.**
 Standing Orders signed by all members, except Cllr.B.Coutts
 Chairman signed all policies on behalf of all Council Members.
 Proposed by Cllr.T.Dunn, seconded by Cllr.M.Webb, all in favour resolution passed.
- 15/103 Item 1. To elect Employment Committee and Employment Committee Chairman**
 Cllr.C.Evans, Cllr.G.Lockey and Cllr. T.Dunn elected members Cllr.T.Dunn elected Chairman
Item 2. To adopt Terms of Reference for Employment Committee
 Terms of Reference for Employment Committee signed by Chairman
 Proposed by Cllr.G.Lockey, seconded by Cllr.M.Webb, all in favour, resolution passed.
- 15/104 Item 1. To Elect A120 Committee and A120 Committee Chairman**
 Not Delegated. To be covered under all roads.
Item 2. To adopt Terms of Reference for A120 Committee
 Not adopted.
- 15/105 Item 1. To elect a Village Hall Representative.**
 Cllr.M.Webb elected as Village Hall Representative.
Item 2. To adopt Village Hall Representative Terms of Reference
 Not adopted.
- 15/106 To Elect a Public Footpath Officer**
 Cllr.G. Pritchard elected as Public Footpath Officer.
 Proposed by Cllr.C.Evans, seconded by Cllr.J.Bedford, all in favour, resolution passed.
- 15/107 To Elect a Playing Field Officer**
 Cllr.J.Bedford elected as Playing Field Officer
 Proposed by Cllr.G.Lockey, seconded by Cllr. C. Evans, all in favour, resolution passed.
- 15/108 The Appearance of Bradwell Working Group**
 All Council Members elected.
 Proposed by Cllr.T.Dunn, seconded by Cllr.G.Lockey, all in favour, resolution passed.
- 15/109 To Appoint Representatives to Attend Braintree Association of Local Councils Meetings.**
 Cllr.T.Dunn was elected as representative, clerk passed on information, regarding dates,times etc.
 Proposed by Cllr.G.Lockey, seconded by Cllr. J. Bedford, all in favour resolution passed.
- 15110 To review and confirm arrangement for Insurance Cover.** Clerk presented three quotes, form Came & Co £389.98 or for 3 years £370.48, Zurich quoted £496.56, Aon £218.52 or £207.59 for 3 years. It was agreed to accept Aon, on a 3 year long term binding contract at £207.59.
- 15/111 Annual Meeting Closed**
 Meeting Closed at 7.30pm