

Bulmer Parish Council

Minutes of the Bulmer Annual Parish Meeting

Held on 16th May 2016 at the Village Hall, at 7.15pm

Present: Cllr. P. Fulcher, Cllr. S.Morgan, Cllr. S. Buchanan, Cllr. R. Raymond, Cllr. P.Benns, Cllr. C. Leigh and Mrs D.Jacob (Parish Clerk)
24 members of the public

16/063 To elect The Chairman

Peter Fulcher elected as Chairman

Proposed by Cllr. S.Buncahan, seconded by Cllr.L Leigh, 3 votes for, 1 abstained, resolution passed.

16/064 Chairman's Declaration of Office

Signed by Cllr.P. Fulcher and witnessed by the Clerk

16/065 To Elect The Vice-Chairman

Stephen Morgan elected as Vice-Chairman

Proposed by Cllr. Cl.L Leigh, seconded by Cllr.S.Buchanan, all in favour, resolution passed.

16/066 Vice Chairman's Declaration of Office

Signed by Cllr.S.Morgan and witnessed by the Clerk

16/067 Declaration of Acceptance of Office

It was confirmed all members had signed and that Cllr.R.Raymond could do so when she arrived later.

16/068 Check Members Register of Interests

Clerk confirmed that Councillors, were required to complete and return the forms to her as soon as possible, to enable her to send them to Braintree District Council within 28 Days.

16/069 Consent to receive the Council Summons and Agenda Electronically

It was confirmed that all members has signed and that Cllr R.Raymond could do so when she arrived later.

16/070 Bank Mandate

It was agreed that Cllr.P. Fulcher, Cllr.S.Morgan and Cllr.C.L Leigh were signatories.

Proposed by Cllr.S.Buchanan, seconded by Cllr.S.Morgan, all in favour, resolution passed

16/071 To Review Membership and agree renewal of the following Bodies:

Item 1.

EALC (ESSEX ASSOCIATION OF LOCAL COUNCILS)	143.53
NALC (NATIONAL ASSOCIATION OF LOCAL COUNCILS)	32.41
BALC (BRAINTREE ASSOCIATION OF LOCAL COUNCILS)	18.00
SLCC (SOCIETY OF LOCAL COUNCIL CLERKS)	88.00

Council members were informed that by agreeing to membership of the SLCC would take them over budget, but advised that it would be in their best interest.

Proposed by Cllr.S.Buchanan, seconded by Cllr.C.L Leigh, all in favour, resolution passed.

Item 2. To elect a representative to attend BALC meetings (Two meetings a year next scheduled for 14th June at the Town Hall).

After consideration Cllr.C.L Leigh volunteered to be the Bulmer Parish Council representative.

Proposed by Cllr.S.Morgan, seconded by Cllr.S.Buchanan, all in favour, resolution passed.

Signed.....

18th July 2016

16/072 To adopt Council policies

- A. Standing Orders
- B. Financial Regulations
- C. Co-Option Policy
- D. Complaints Procedure
- E. Public Participation at parish council meetings
- F. Freedom of Information Publication Scheme
- G. Grant Funding Policy
- H. Training & Development Policy
- I. Code of Conduct & Nolan Principles
- J. Equality & Diversity Policy
- K. Dignity At Work/Bullying and Harassment Policy
- L. Local Government Pension Scheme Discretions Policy Statement
- M. Recording of Social Media

It was agreed to adopt the above policies.

Proposed by Cllr.S.Morgan, seconded by Cllr.S.Buchanan, all in favour, resolution passed.

16/073 Responsible Financial Officer

Confirmation that the Parish Clerk (Mrs Diane Jacob) to act as the Responsible Financial Officer to the Council, and also to act on behalf of The Lawrence Coe Recreational Trust.

Proposed by Cllr.P.Fulcher, seconded by Cllr.C.Leigh, all in favour, resolution passed.

16/074 Review and confirm arrangements for insurance cover

(Clerk confirmed Agreement is in place until 31st May 2018).

Cllr.P.Benns requested the Clerk to obtain further information as to if the policy is New for Old, and wanted to know why there was an extra cost of £34.79 (Clerk confirmed this was an admin cost, due to a new item being added).

Proposed by Cllr.S. Morgan, seconded by Cllr.R.Raymond, all in favour, resolution passed.

16/075 Village Hall Representative

Cllr.S.Buchanan was elected to be the representative to attend Village Hall meetings

Proposed by Cllr.C.Leigh, seconded by Cllr.R.Raymond, all in favour, resolution passed.

16/076 Allotment Officer/representative

Cllr.S.Buchan (With support from fellow members) was elected to be the representative to attend allotment meetings.

Proposed by Cllr.R.Raymond, seconded by Cllr.C.Leigh, all in favour, resolution passed.

16/077 Transport Representative

To elect a representative to attend transport meetings (2 meetings a year Spring/Autumn next one in October).

After consideration Cllr.S.Buchanan volunteered to be the Bulmer Parish Council representative.

Proposed by Cllr.C.Leigh, seconded by Cllr.R.Raymond, all in favour, resolution passed.

16/078 Coe's Meadow Representative

Cllr. C.Leigh elected as representative to attend Coe's Meadow Committee meetings.

Proposed by Cllr.S.Buchanan, seconded by Cllr.R.Raymond, all in favour, resolution passed.

16/079 Planning Officer/Representative

Cllr.C.Leigh elected to be the representative to attend Planning meetings.

Proposed by Cllr. R. Raymond, seconded by Cllr. S.Buchanan, all in favour, resolution passed.

Chairman also confirmed that Peter Rowe was the Tree Warden and that Barbra Rawlins and Margaret Mills as Litter Wardens.

Chairman's Statement for Annual Parish Meeting 2016

Before I close the meeting I would just like to remind Cllrs that we are here to represent all the residents of Bulmer Parish and that once policies are agreed it is up to all Cllrs to support the policies in their role as a Cllr. We have just completed a difficult year and should now move forward together representing each other and different points of view. It is important that we listen to the professional advice of the Parish Clerk to ensure our actions are correct and we comply with all rules and regulations placed on Parish Councils. Please also note that the Parish Clerk only works 7 hours a week, so immediate responses may not always be possible.

Meeting Closed at 7.55pm.

Signed.....

18th July 2016