

## HAXEY PARISH COUNCIL

Minutes from the Annual Meeting of the Parish Council held on Tuesday 28<sup>th</sup> May 2013 the Meeting Room, The Pavilion, Westwoodside.

Present: Cllrs. Allcock, Boor, Booth, Carlile, Cooke, Foreman, Knowles, Harris, Lange, Morris, Smedley, Whitehead.

Also Present: 1 resident.

- 107. To elect a Chairman and to sign Declaration of Acceptance of Office.**  
**It was resolved that** Cllr Knowles is re-elected as Chair to the Parish Council. The proposal was made by Cllr Boor and seconded by Cllr Booth. All in favour. Cllr Knowles signed the Declaration of Acceptance of Office.
- 108. To elect a Vice Chairman**  
**It was resolved that** Cllr Smedley is re-elected as Vice - Chair to the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Harris. All in favour.
- 109. To elect an ERNLCCA Representative**  
**It was resolved that** Cllr Knowles is re-elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Allcock. All in favour.
- 110. To elect a representative for Haxey Memorial Hall**  
**It was resolved that** Cllr C Lindley is re-elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Smedley. All in favour.
- 111. To elect a representative for Westwoodside Village Hall**  
**It was resolved that** Cllr Booth is re-elected to represent the Parish Council. The proposal was made by Cllr Knowles and seconded by Cllr Morris. All in favour.
- 112. To elect a representative for Haxey Playing Field Association**  
**It was resolved that** Cllr Lange is re-elected to represent the Parish Council. The proposal was made by Cllr Harris and seconded by Cllr Smedley. All in favour.
- 113. To elect a representative for the Haxey Parochial Church Council (Churchyard only)**  
**It was resolved that** Cllr Foreman is elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Knowles. All in favour.
- 114. To elect a representative for the Axholme South Neighbourhood Action Team**  
**It was resolved that** Cllr Carlile and Cllr Booth are re-elected to represent the Parish Council. The proposal was made by Cllr Cooke and seconded by Cllr Foreman. All in favour.
- 115. To elect a representative for the NLC Town & Parish Council Liaison meeting.**  
**It was resolved that** Cllrs Knowles, Cooke & Carlile are elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Lange. All in favour. Any member of Haxey Parish Council may attend the meetings.
- 116. To elect 2 voting delegates for the ERNLLCA District Committee Meetings.**  
**It was resolved that** Cllrs Knowles, Carlile & Cooke are elected representatives. Proposed by Cllr Booth, seconded by Cllr Allcock. All in favour.
- 117. To elect 3 members for the Joint Advisory Committee with the Lincolnshire Wild Life Trust regarding the Turbary Land**  
**It was resolved that** Cllrs Allcock, Knowles & Smedley are re-elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Morris. All in favour. Clerk to arrange the annual meeting.
- 118. To elect members for Haxey Parish Council's Land Working Party, Finance Committee & Personnel Committee.**  
**It was resolved that** the LWP was open to all members of the Council to attend. Cllrs Booth, Carlile, Smedley, Knowles & Cooke would form the main group. **Proposed by Cllr Allcock, seconded by Cllr Whitehead. All in favour.**  
**Finance Committee - It was resolved that** Cllrs Knowles, Booth & Morris are re-elected to represent the Parish Council on the Finance Committee. The proposal was made by Cllr Carlile and seconded by Cllr Allcock. All in favour.  
**WPFA Management Committee - It was resolved that** Cllrs Booth, Cooke, Carlile and Foreman are elected to represent the Council on the WPFA Management Committee which will be responsible for the full management of the Playing Fields at Westwoodside on formal handover of Trusteeship. Proposed by Cllr Smedley, seconded by Cllr Allcock. All in favour. Mr Richard Carter will be co-opted onto the Committee as Chair.  
**Personnel Committee - It was resolved that** Cllrs Knowles, Booth & Allcock are re-elected to represent the

Parish Council on the Personnel Committee. The proposal was made by Cllr Smedley and seconded by Cllr Lange. All in favour.

119. **To elect a representative for the CPRE**  
**It was resolved that** Cllr Allcock is re-elected to represent the Parish Council. The proposal was made by Cllr Boor and seconded by Cllr Morris. All in favour.
120. **To elect representatives for the Parish Plan/Neighbourhood Plan Working Plan**  
**It was resolved that** Carlile, Knowles, Smedley, Allcock, Orton, Morris & Cooke are elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Harris. All in favour.
121. **To elect representatives for the Awards / Website Working Party**  
**It was resolved that** Cllrs Carlile, Knowles, Orton & Cooke are elected to represent the Parish Council. The proposal was made by Cllr Booth and seconded by Cllr Allcock. All in favour.
122. **To elect representatives for the Library Working Party**  
**It was resolved that** Cllrs Allcock, Knowles & Smedley are elected to represent the Parish Council. The proposal was made by Cllr Whitehead and seconded by Cllr Morris. All in favour.
123. **To elect representatives for the Community Emergency Plan Working Party**  
**It was resolved that** Cllrs Lange, Cooke, Carlile & Knowles are elected to represent the Parish Council. The proposal was made by Cllr Allcock and seconded by Cllr Booth. All in favour.
124. **To confirm representatives for the Combined Charity**  
**It was resolved that** Cllrs Boor & Booth represent the Parish Council. The proposal was made by Cllr Carlile and seconded by Cllr Harris. All in favour.
125. **To confirm representatives for the Endowed School Charity**  
**It was resolved that** Cllrs Boor, Lindley & Booth represent the Parish Council. The proposal was made by Cllr Allcock and seconded by Cllr Carlile. All in favour.
126. **To elect representatives for the Isle of Axholme Physically Handicapped Society**  
**It was resolved that** Cllr Boor is re-elected to represent the Parish Council. The proposal was made by Cllr Allcock and seconded by Cllr Booth. All in favour.
127. **To review and approve Standing Orders.**  
**It was resolved that** the Standing Orders are approved. Proposed Cllr Morris, seconded by Cllr Carlile. All in favour.
128. **To review and approve Financial Regulations.**  
**It was resolved that** the Financial Regulations are approved. Proposed Cllr Allcock, seconded by Cllr Carlile. All in favour.
129. **To review and approve the Asset Register.**  
**It was resolved that** the Asset Register with the agreed amendments is approved. Proposed Cllr Harris, seconded by Cllr Allcock. All in favour. The Asset Register will be reviewed further and has taken into consideration the Auditors information.
130. **To review and approve the Financial Risk Assessment policy.**  
**It was resolved that** the Financial Risk Assessment Policy is approved. Proposed Cllr Allcock, seconded by Cllr Carlile. All in favour.
131. **To review and approve a Complaints Procedure.**  
**It was resolved that** the Complaints Procedure is approved. Proposed Cllr Lange, seconded by Cllr Carlile. All in favour.
132. **To review and approve the procedure for handling requests made under the Freedom of Information Act 2000.**  
**It was resolved that** the procedure for handling requests made under the Freedom of Information Act 2000 is approved. Proposed Cllr Booth, seconded by Cllr Morris. All in favour.
133. **To review and approve the Data Protection Policy.**  
**It was resolved that** the policy is approved. Proposed by Cllr Lange, seconded by Cllr Booth. All in favour.
134. **To approve the Terms of Reference (TORs) for Committees / Working Parties.**  
 Minor amendments had been made enabling the Chair and Vice-Chair to participate as Full Members of Committees/Working Groups where appropriate and a new TOR for the WPGA Management Committee reflecting that Committee's responsibility for the full management of the Westwoodside Playing Fields complex following formal handover of Trusteeship had been published. **It was resolved that** the all updated TOR's are approved. Proposed Cllr Smedley, seconded by Cllr Cooke. All in favour.

.....Chairman