

# Beckermet with Thornhill Parish Council

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## **Annual Parish Council Meeting 2018**

**Wednesday 18<sup>th</sup> April 2018, 18.30 – Thornhill Social Club**

- 1) **Present:** J Edwards, S Meteer, K Woolley, K Cook, S Caddy, D McGhee, W Johnson, D Humphreys, G Threader  
  
**Apologies:** P Manning
- 2) **Approval of the minutes of previous meeting**  
The Chairman noted that the minutes of the 2017 meeting were approved at the Parish Council meeting held in May 2017.
- 3) **Election of Chairman**  
JE said that he was not seeking re election as Chairman and explained that PM had informed him that whilst he was prepared to stay Vice-Chairman he did not want to take on the role of Chairman. After some discussion JE agreed to act as Chairman until September 2018 to provide the Parish Council with sufficient time to identify a new Chairman. The meeting agreed that there was an urgent need to recruit new councillors and that this should be addressed by the Parish Council.
- 4) **Election of Vice-Chairman**  
P Manning was elected as Vice Chairman.
- 5) **Review of delegation of arrangements to committees, sub-committees, employees and other local authorities**  
JE noted that GT had been appointed Clerk effective from 1<sup>st</sup> May 2018 and to be confirmed in post in July 2018.
- 6) **Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors)**  
No new committees were appointed.

**7) Review of representation on or work with external bodies and arrangements for reporting back**

*2018 reps were agreed as follows:*

- *WCSSG – P Manning*
  - *Spent fuel and nuclear materials management working group– J Edwards*
  - *Risk and Hazard working group – P Manning*
  - *Emergency Planning working group– K Cook*
- *Highways – S Meteer*
- *Lengthsman Coordinator--- W Johnson*
- *CALC District Meetings (3 Tier) – P Manning, K Woolley, W Johnson*
- *Thornhill Football Club – S Caddy/ S Meteer*
- *Development of Community Led Plan (with RAM for Beckermat)--- W Johnson, S Meteer*
- *NuGen / Moorside Technical Group – P Manning, J Edwards*
- *IT related meetings – D McGhee*

**8) Review of inventory of land and assets including buildings and office equipment**

DM noted that there was a need to record the value of land and buildings on the asset register. After some discussion DM took an action to obtain the required data from the insurance policy.

**9) Review and adoption of appropriate standing orders and financial regulations**

Existing standing orders agreed.  
Revised financial regulations adopted.

**10) Review and confirmation of arrangements for insurance cover in respect of all insured risks**

Zurich Municipal was agreed for a 3 year renewal 2016.

**11) Review of the Council's and/or employees' memberships of other bodies**

Agreed. To remain in CRUG, CALC, and Cumbria Playing Fields Association

**12) Establishing or reviewing the Council's complaints procedure**

Existing procedure agreed.

**13) Establishing or reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998**

Existing procedure agreed.

- 14) Establishing or reviewing the Councils policy for dealing with the press/media**  
Existing procedure agreed. PM will take the lead for the Parish Council in this area.
- 15) Date of next meeting**  
JE noted that “Review of compliance with Data Protection Regulations” should be on the agenda for the 2019 meeting. The next meeting will be held in April 2019 on a date to be agreed.