

WERRINGTON PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL
HELD MONDAY 16TH MAY 2022
WERRINGTON VILLAGE HALL**



PRESENT:

Cllrs B Hughes, J Morrison, S Hill, D Normington, L Ibbs, P Brown
Zoë Grindey (Clerk), Gemma Keiher-Knapper (Deputy Clerk)

APOLOGIES:

Cllr D Brindley

There were no members of the public present

Cllr B Hughes as the current Chair opened the meeting at 19.30

AMC001/22 ELECTION OF THE CHAIR OF THE COUNCIL

Cllr J Morrison nominated Cllr B Hughes. This was seconded by Cllr L Ibbs and carried.

Cllr B Hughes continued as Chair of the meeting.

AMC002/22 ELECTION OF THE VICE CHAIR OF THE COUNCIL

Cllr B Hughes nominated Cllr J Morrison. This was seconded by Cllr P Brown and carried.

AMC003/22 ACCEPTANCE OF OFFICE

The Acceptance of Office forms for the positions of Chair and Vice Chair were signed accordingly and witnessed by the Clerk.

AMC004/22 APOLOGIES

See above.

AMC005/22 MINUTE OF THE LAST ANNUAL MEETING

The minutes of the last Annual Meeting of the Council, held 4th May 2021, were reviewed for accuracy.

Cllr J Morrison proposed that the minutes were approved. This was seconded by Cllr S Hill and carried.

AMC006/22 REVIEW OF DELEGATION ARRANGEMENTS

It was agreed that current delegation arrangements for committees and the Clerk will remain the same.

AMC007/22 TERMS OF REFERENCE

The terms of reference for the Planning and Risk & Asset Management Committees were reviewed. It was agreed that these would remain the same.

AMC008/22 EXISTING COMMITTEES AND PANELS

- a) Planning Committee – Cllrs J Morrison, B Hughes, S Hill, P Brown and D Brindley were appointed, but all members can attend this committee.
- b) Risk & Asset Management Committee – Cllrs D Brindley, D Normington and S Hill were appointed.
- c) Disciplinary Panel – to be agreed if required.
- d) Grievance Panel- to be agreed if required.
- e) Appraisal Panel – Cllrs B Hughes and J Morrison were appointed.

AMC009/22 REPRESENTATIVES

The following representatives were appointed:

- a) Wetley Moor Committee – Cllr J Morrison
- b) Parish Assembly – Cllrs B Hughes, P Brown
- c) Village Hall Committee – Cllrs S Hill, L Ibbs

AMC010/22 CONTACT COUNCILLORS

The following Councillors were appointed as contacts for the following:

- a) Allotments/Memorial Stone/Notice Board/Flagpole – Cllr D Brindley
- b) Footpaths - (North) Cllr D Normington and (South) Cllr L Ibbs
- c) Meigh Road Playing Fields – Cllr L Ibbs
- d) Sports Ground – Cllr D Brindley
- e) Land off Whitmore Avenue – Cllr B Hughes
- f) Delivery of flowers to residents 90+ - Cllr B Hughes

AMC011/22 DOCUMENT REVIEW

- a) Standing Orders – the changes regarding procurement following Brexit were approved. The Deputy Clerk, through CiLCA, has identified sections that require updating. These changes will be made and brought to Council at a future meeting.

b) Financial Regulations – these were agreed.

AMC012/22 POLICIES & PROCEDURES

It was agreed to review policies and procedures at monthly meetings throughout the year.

AMC013/22 PLATINUM JUBILEE BENCH

It was agreed to purchase a platinum jubilee bench, subject to a contractor being available to install the bench accordingly.

AMC014/22 LONGTON FLYBALL EVENT

Longton Flyball have requested to book the sports ground for an event on the 16th and 17th of July.

Cllr J Morrison proposed that this was approved. This was seconded by Cllr B Hughes and carried.

MEETING CLOSED AT 21:15

DATE OF NEXT ANNUAL MEETING OF THE COUNCIL IS MAY 2023 (TBC)