**Dodleston & District Parish Council**

 **Annual General Meeting of the Parish Council**

**Monday 9th May 2011 - 7.30pm Dodleston Village Hall**

### MINUTES

**Chairman** Mike Maughan

**Vice Chairman** Paul Buchanan

**Councillors** Michael Dix, Sarah Parker, Karen Tilston, Chris Ward

**Clerk** Sarah Hassall

1. **Election of Chairman**

**RESOLVED:** Cllr Mike Maughan was elected as chairman. All voted in favour.

1. **Signing of the declaration of acceptance of office of Chairman**

**RESOLVED:** Cllr Mike Maughan signed the declaration of acceptance of office of Chairman.

1. **Vote for vice-chairman**

**RESOLVED:** Cllr Paul Buchanan was elected as vice-chairman. All voted in favour.

1. **Signing of declaration of acceptance of office of Vice Chairman**

**RESOLVED:** Cllr Paul Buchanan signed the declaration of acceptance of office of Vice-Chairman

1. **Apologies –** none received
2. **Procedural matters**
3. Declaration of interest

 Cllr Mike Dix declared a non-prejudicial interest in all planning matters in item 10.

1. To agree the minutes of the ordinary meeting held on the 7th March 2011.

**RESOLVED** –The Chairman signed as a correct record, the minutes of the Ordinary Parish Council meting held on the 7th March 2011.

1. **Public Speaking Time**

Cllr Mike Maughan explained that the election process was disappointing due to errors made by CW&C, despite our councillors trying to resolve them. Councillor Chris Ward will write to CW&C stating the Parish Councils dissatisfaction. Two places remain vacant; Annette Hutt and John Blythin are interested in being co-opted. The vacancies will be advertised in the coming weeks.

Thanks and appreciation were noted to our outgoing Councillors and Clerk who include, Percy Hulmston, Julie Vine, Arthur Hughes, John Blythin and Sarah Hassall. Thank you to all of them for their hard work and dedication over the years.

Welcome to our new councillor Chris Ward.

Resident John Lloyd asked if grants for local playing fields can be investigated. This will be looked into.

Cllr Mark Williams to be invited to our next meeting – Clerk to pursue.

1. **Alec Pickering – Community Signposting**

Alec Pickering has approached the Village Shop and Pub regarding promoting the 3 businesses through local signposting (to include the lakes). The Parish Council agreed that although we cannot put planning permission through the Parish Council on behalf of the businesses as requested, we would support suitable signposting.

A suggestion was made that the Balderton roundabout could be sponsored by the businesses as an alternative.

1. **Field Update**

**Tuesday 28th June is the date for the Public Consultation Meeting**. The meeting will be held in the village hall, notices will be placed around the village and in the Parish Council magazine. Three projects will be proposed as follows; Pond, Cricket Pitch and Woodland Walk. Residents or local groups with other ideas are welcome to put their thoughts forward if they are able to move their ideas forward. E.g a bowling green.

1. **Planning Applications**

Discussions took place regarding the planning applications received. Cllr Maughan to follow up the concerns raised.

1. **Finance & standard procedures**
2. To approve income and expenditure since the last meeting

 **RESOLVED** – All income and expenditure since the last meeting was agreed.

1. To approve the annual return for the year ended 31 March 2011

 **RESOLVED** – The annual return was agreed.

1. To review the Parish Council risk assessment for 2011/12

 **RESOLVED** – The Risk assessment was agreed with small changes made.

1. To review the Parish Council standing orders

**RESOLVED** – The standing orders were agreed. The Clerk noted that a revised edition is about to be circulated.

1. To review the Parish asset register.

 **RESOLVED** – The asset register was approved.

1. Councillors to complete annual declaration of interest form

 **RESOLVED** – all councillors competed their declaration of interest.

1. **Correspondence**

Thank you to Paul Roberts for the Footpath Warden report**,** this was read to the meeting and will be placed on the PC web site. Thank you to Paul for his continued support.

Cllr Parker to approach the owner of the overgrown hedge which is causing concern for

pre-school children walking to the Village Hall. Also the overgrown allotments are looking untidy; Cllr Parker to speak to Paul Roberts.

The development of the phone box area will start during 2011.

The Clerk vacancy is currently advertised and a couple of applications have been received.

1. **Date of next meeting**

 Monday 11th July 2011