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BUNBURY PARISH COUNCIL

**Minutes of the Annual General meeting of the Parish Council
held on Wednesday 8th May 2019 at 7pm at the Playing Fields Pavilion.**

PRESENT: Councillor R Pulford Chairman
Councillor M Ireland-Jones Vice Chairman
Councillors N Parker, P Brookfield, G Griffith,
L Potter, and M Thomas

IN ATTENDANCE: Marilyn Houston, Clerk to the Parish Council.

No members of the public were in attendance

1. **Those Councillors who were present signed the acceptance of office**

2. **Election of Chairperson and acceptance of office**

The Clerk took the Chair for the election of Chairperson.

Cllr. Ron Pulford was unanimously elected unopposed; signed the acceptance of office and took the Chair.

3. **Election of Vice-Chairperson and acceptance of office.**

Cllr. Mark Ireland-Jones was unanimously elected unopposed and signed the acceptance of office.

4. **Apologies for absence**

Cllr M Thomas

5. **Election of officers/representatives and committee/working group member**

The following were elected:

- Playing Fields Committee – Cllrs. Brookfield and Thomas. (Cllr Parker is the Committee Chairman)
- Tree Warden/Woodlands Trustee – Cllr Pulford
- Footpaths – Cllr. Brookfield
- Link magazine representative – Cllr. Potter
- Village Day Representative – all Members.as and when required.
- Bunbury Charities Representative – Cllr. Thomas.
- Police Liaison – Cllr Brookfield
- Highways working group – Cllrs Pulford, Parker, Brookfield, Thomas and Ireland-Jones.

7. **Review of Policies and holdings** -The Clerk advised on any changes or updates required.*

The Clerk had circulated the Cheshire East Code of conduct.

RESOLVED the code was adopted.*

- Standing Orders/Financial Regulations
- Inventory of land and assets – includes Tweddle Grove and car park extension*

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- Insurance cover
- Membership of other bodies – including Cheshire Community Council; Cheshire Association of Local Councils; Cheshire Playing Fields Association; Mid-cheshire Footpaths Association
- Complaints procedure
- Freedom of Information Act/Data Protection Act/Compliance with GDPR
- Policy for dealing with press/media – Strictly through the Clerk*
- Risk Assessment – to be circulated*

8. **Dates and times of meetings for the year ahead.**

To continue at 7.20pm on 2nd Wednesday of the month with the exception of August when there is no meeting unless an Extra Ordinary meeting is called.

9. **Clerk's Annual Report.**

The Clerk gave a brief verbal report. Members thanked the Clerk for her excellent work throughout the year.

10. **Annual Accounts 2018/19** – to receive and approve the annual accounts

The Clerk had circulated these prior to the meeting.

RESOLVED: The annual accounts 2018/9 were received and approved.

Clerk to Bunbury Parish Council 10/06/2019

8 Brooklyn St, Crewe, CW2 7JG Tel. 07983405971 Email: bunburyclerk@aol.com