

Minutes of the Annual Council Meeting of Denby Dale Parish Council held on Tuesday 2 May 2017 in the Civic Chamber, Council Offices, Skelmanthorpe

Members Present: **Chairman before election** - **Cllr B Jewitt**
 Chairman after election - **Cllr J Depledge**

Cllrs: Cllrs R Brook, G Turner, J Cook, B Jewitt, S Hellewell, P Flinders, M Blanshard, R Gott, E Shaw, S Slater, C Naylor, L Hardy, K Waites, J Senior, M Wood, N Denby, P Kemp, J Depledge & S Merry

16/456 Election of Chairman

RESOLVED that **Cllr Janet Depledge** be appointed Chairman of the Parish Council until the next Annual Council Meeting.

(Proposed: Cllr John Cook Second: Cllr Eddie Shaw)

16/457 The declaration of acceptance was duly signed.

16/458 Presentation to Retiring Chairman

Cllr Depledge thanked the council and the outgoing Chairman for his conduct of the meetings during the past civic year. Cllr Jewitt thanked all the councillors for their voluntary work, and requested that the Memento Allowance of £100 be given to the Heritage Working Party to go towards display equipment for the Council Building.

16/459 Election of Vice Chairman

Two nominees were proposed for the post of Vice Chairman. Cllr John Cook was proposed by Cllr Kemp and seconded by Cllr Hardy, and Cllr Polly Flinders was proposed by Cllr Brook and seconded by Cllr Blanshard. A vote followed:

RESOLVED that **Cllr John Cook** be appointed Vice-Chairman of the Council until the next Annual Council Meeting.

(Proposed: Cllr Paula Kemp Second: Cllr Lynn Hardy)

16/460 Apologies for Absence

No reasons for absence from the meeting were submitted. Cllr Summers was absent.

16/461 Open Session

No members of the public were present.

16/462 Minutes of the last meeting

RESOLVED that the following minutes be approved:

Full Council - 4 April

Plans Scrutiny Committee – 25 April

16/463 Finance Matters

- **Orders for Payment:** **RESOLVED** that orders for payment no.681 be approved for payment, totalling £315.23.
- **Payment of Salary:** **RESOLVED** to authorise the payment of the Clerk's and Countryside Officer's May Salary, HMRC and WYPF
- **Grant Application:** **RESOLVED** that a grant would not be awarded to Skelmanthorpe Cricket Club as it was felt that this was not within the Council's remit. The Clerk was also asked to advise the Club that they should approach the brewery for assistance with costs.

16/464 To Receive the Annual Accounts 2016-2017

The statutory requirement for all councils/parish meetings to approve Section 1 (the Annual Governance Statement) before Section 2 (The Accounts)

A: Internal Audit Report and Review of Effectiveness of Internal Audit– **RESOLVED** that the report submitted by the internal auditor, Michael Fox of Torevell Dent, be approved. **RESOLVED** that the Review of Effectiveness of Internal Audit be approved.

B: Annual Return – **RESOLVED** that the Annual Governance Statement (Section 1) of the Annual Return be approved and adopted by the council and signed by the Chairman and sent to the auditors

C: Annual Return – **RESOLVED** that the Accounting Statements (Section 2: The Accounts) of the Annual Return be approved and adopted by the council and signed by the Chairman and sent to the auditors
Both Sections were considered as directed by law.

D: Annual Accounts 2016-17 **RESOLVED** that the annual accounts for the parish council be approved.

16/465 Appointment of Plans Scrutiny Committee and Election of Chair and Vice-Chair

RESOLVED that the Plans Scrutiny Committee shall meet on such occasions as the Chair deems appropriate to discuss matters appertaining to the future development of the district with plenary powers to act in an emergency and that the Committee shall comprise the following members to hold office until the next Annual Council Meeting:

Cllr E Shaw (Chair)	Cllr P Kemp
Cllr C Naylor	Cllr S Slater (Vice Chair)
Cllr W Jewitt	Cllr L Hardy
Cllr K Waites	Cllr J Depledge (ex officio)
Cllr J Summers	Cllr J Senior
Cllr S Merry	Cllr J Cook (ex officio)

RESOLVED that Cllr E Shaw and Cllr S Slater be appointed Chair and Vice-Chair respectively of the Plans Scrutiny Committee until the next Annual Council Meeting.

Appointment of Finance & General Purposes Committee and Election of Chair and Vice-Chair

RESOLVED that the Finance and General Purposes Committee shall meet on such occasions as the Chair deems appropriate to discuss matters involving expenditure and such matters as the Council shall from time to time determine and that the Committee shall comprise the following members to hold office until the next Annual Council Meeting:

Cllr R Gott	Cllr P Flinders
Cllr P Cassidy	Cllr M Blanshard
Cllr G Turner (Vice Chair)	Cllr J Cook (ex officio)
Cllr S Hellewell	Cllr N Denby
Cllr R Brook (Chair)	
Cllr J Depledge (ex officio)	

RESOLVED that Cllr Brook be appointed Chair of the Finance and General Purposes Committee until the next Annual Council Meeting. It was **RESOLVED** that Cllr Turner be appointed the Vice Chair.

16/466 Appointment of Staffing Committee

RESOLVED that the Staffing Committee should meet on such occasions as the Chair deems appropriate to discuss employment matters and that the Committee shall comprise the Chairs and Vice Chairs of the Council and the Finance and General Purposes Committee. Cllr J Cook, Cllr J Depledge, Cllr R Brook and Cllr G Turner will therefore serve on the Staffing Committee until the next Annual Council Meeting:

Appointment of Appeals Committee

RESOLVED that the Appeals Committee should meet on such occasions as required. All members of the Finance & General Purposes Committee who are not members of the Staffing Committee will serve on the Appeals Committee until the next Annual Council meeting.

16/467 Sub Groups/Working Parties of the Council

Appointment of the Working Party on Public Transport

RESOLVED that Cllrs K Waites, E Shaw, J Depledge and R Brook be appointed to the Working Party on Public Transport.

Appointment of Business Plan Sub Group

RESOLVED that the Business Plan and Sub Group would be discussed in more detail at the next Full Council meeting.

Appointment of Heritage Working Group

RESOLVED that Cllrs K Waites, R Brook, S Slater, J Cook and E Shaw be appointed to the Heritage Working Group.

Appointment of Council Building Working Group

RESOLVED that Cllrs R Brook, G Turner, P Flinders, J Cook, B Jewitt, R Gott and K Waites be appointed to the Library Building Working Group.

Appointment of the Churchfields Working Group

RESOLVED that Cllrs R Brook, J Cook, K Waites, G Turner, C Naylor and M Blanshard be appointed to the Churchfields Working Group.

16/468 Appointment of Representatives to the Denby Dale Parish Environment Trust

RESOLVED that Cllr G Turner and J Cook be appointed to serve as the Parish Council's representatives on the Executive Committee of the Environment Trust and that Cllr J Cook be appointed as the Parish Council's ordinary representative on the Environment Trust.

16/469 Appointment of Representatives to the Steering Group of the Denby Dale Parish Countryside Project

RESOLVED that Cllrs G Turner & J Cook be appointed to serve as the Parish Council's representatives on the Steering Group of the Denby Dale Parish Countryside Project.

16/470 Appointment of Voting Representatives to the Yorkshire Local Councils Associations

RESOLVED that Cllrs E Shaw and B Jewitt be appointed as representatives to the Yorkshire Local Councils Associations. Cllr Shaw reminded councillors that other, non-voting councillors could attend meetings.

16/471 Appointment of Representatives to Local Organisations Rural District Committee

RESOLVED that Cllrs R Brook and M Blanshard be appointed as representatives to the Rural District Committee.

Public Rights of Way Forum

RESOLVED that Cllr R Brook be appointed as representative to the Public Rights of Way Forum.

Historic Buildings Trust

RESOLVED that Cllrs P Kemp, J Summers and J Cook be appointed as representatives to the Historic Buildings Trust.

Clayton West Millennium Green Trust

RESOLVED that Cllrs S Hellewell and L Hardy be appointed as representatives to the Clayton West Millennium Green Trust.

Rural Transport Partnership

RESOLVED that Cllrs K Waites and J Depledge be appointed as representatives to the Rural Transport Partnership.

School Governors

RESOLVED that Cllr K Waites remained as the Council School Governor at Scissett First School.

16/472 Annual Subscriptions

RESOLVED that the following subscriptions be renewed as they fall due:

- Society of Local Council Clerks
- Penistone Line Partnership
- Yorkshire Local Council Association

16/473 Matters Arising

- Emley Moor Mast – Cllr Gott reported there was nothing to be discussed on this matter as the decision process had moved on and was in the hands of the agencies involved. Work was due to start on the mast in the next few weeks.

Signed..... (CHAIRMAN)