

**MINUTES OF THE ANNUAL GENERAL MEETING OF ALDERMINSTER PARISH
COUNCIL HELD IN THE VILLAGE HALL, NEW ROAD ON WEDNESDAY 20TH
MAY 2009 AT 7.30PM**

PRESENT: MRS. M. MOODY (CHAIRMAN), MR. J. HUTCHINGS (VICE-CHAIRMAN), DR. M. EDWARDS, MR. A. JENKINS, MR. M. MEADOWS, MRS. G. HUDSPITH, MR .J. MELVILLE.

1. Apologies for absence.

No apologies had been received.

2. Election of Chairman and officers 2009/10

Chairman - Mrs. M. Moody proposed Mr. J. Hutchings, which was seconded by Dr. M. Edwards. There being no further nominations, Mr. J. HUTCHINGS was duly elected and took the CHAIRMAN's seat.

Vice Chairman - Mr. A. Jenkins proposed Mr. J. Melville, which was seconded by Mr. J. Hutchings. There being no further nominations, Mr. J. MELVILLE was duly elected.

Responsible Finance Officer - Mr. G. Hudspith proposed that the Clerk continued in the post, which was seconded by Mr. M. Meadows. Mr. M. Moody would continue as RFO.

Internal Auditor - Mr. A. Jenkins proposed that Ms. Janine Bluteau should continue as Internal Auditor, which was seconded by Mrs. G. Hudspith. Mrs. Janine Bluteau would continue as Internal Auditor.

Village Hall Representative - Mrs. M. Moody proposed Mr. J. Melville as Village Hall representative for the Parish Council, which was seconded by Mr. J. Hutchings. There being no further nominations, Mr. J. Melville was duly elected.

3. Any items from Members of the Public present at the Meeting including those items on the agenda

(There is a time limit of 3 minutes allowed for each item)

No members of the public were present.

4. Declarations of Interests.

Members are asked to declare interests in items on the Agenda in accordance with the following provisions:

(a) Statutory Model Code of Conduct for Parish Councils

(Note: Members are reminded that the Code of Conduct provides that should they have a prejudicial interest in any matter under discussion, then providing the matter is considered in public session, they are entitled, with the consent of the Chairman, to make representations and answer questions if members of the public are granted the same entitlement. Members must leave the room before the ensuing debate and vote and must not attempt to improperly influence a decision about that matter)

5. Acceptance of the minutes of the previous meeting (March 2009)

The Clerk had previously circulated the minutes which were accepted as a true record by those present. The CHAIRMAN signed the minutes book.

6. Matters Arising from the minutes of the previous meeting:

(a) Parish Survey

A very lengthy discussion took place amongst members on how to take this matter forward. The Clerk had received offers of help from 4 parishioners, Mr. and Mrs. J. Young, Mrs. J. Jones and Mr. A. Trevis. The CHAIRMAN, Mrs. G. HUDSPITH and Mrs. M. MOODY offered their help with the project and Mr. A. JENKINS and Dr. M. EDWARDS offered their assistance as required. It was agreed that Mr. J. MELVILLE would call a meeting of the volunteers in the Village Hall to decide on the various actions to be taken.

(b) Bridge on SD61 - Members noted that the footpath SD61 was now fully opened following the construction of the new bridge over the river. Dr. M. Edwards asked if the Parish Council would fund an 'Open Evening' which would give the parishioners and invited guests the opportunity to celebrate the end of the 'Millenium' project. Members agreed to funding the evening on 10th June 2009 up to a maximum of £50.

(c) Defibrillator

Mrs. M. MOODY asked members if this project to provide a Defibrillator in the village should be held over until after the survey mentioned in item 6(a). Mr. J. MELVILLE thought that there should be no delay in providing the equipment. Members agreed that the purchase of the equipment should go ahead and the Clerk was asked to approach the Mrs E.Holman-West to see if the box containing the machine could be placed somewhere on the Bell Inn as it was considered that this was probably the most suitable location in the village. Mrs M. MOODY would obtain final costings for the next meeting.

(d) Warwickshire Minerals Core Strategy (Revised) Consultation response

The Clerk had sent a response to the consultation outlining the concerns of the Parish Council over the possible use of the site at Atherstone Airfield.

(e) Forum meeting - any items. Mr. J. MELVILLE asked if there were any items for the next meeting of the Forum scheduled for July. Mr. M. MEADOWS asked the Clerk if any progress had been made following the meeting with Mr. Jeff Morris from the WCC in the village. The Clerk gave details of the various items that were pointed out to Mr. Morris but told the members no response had been received to date. Mr. J. MELVILLE suggested that these items could be placed before the Forum which might help to get some action. The Clerk said he would first chase up the matters with Mr. Morris before considering taking them to the Forum.

(f) Flood Relief Grant - update requested by District Councillors

The Clerk gave details of a letter from the District Council asking what the flood relief grant monies had been spent on in the parish. He had sent a suitable reply.

7. Any matters from the District Councillor or County Councillor.

Mrs. I.Secombe was not present at the meeting.

8. To receive any new planning applications

The following planning applications had been received

(a)09/00470/FUL - Goldicote Business Park renewal of previously approved application 04/01612/FUL - no comments

(b) 09/00778/FUL - Merrilees, New Road - replacement conservatory, garage office and store

Members discussed these plans at the meeting and agreed there were no objections to the plans

9. To receive any results of planning applications

The following result of a planning application was noted:

(a) 09/00237/FUL - Churchill Farm - application withdrawn

10. To receive any correspondence

(a) Public Sector Equality Duties - Equality and Human Rights Commission

The Clerk read out the duties of the Parish Council under the Equality and Human Rights Act which were noted by members who agreed to abide by the duties as outlined.

(b) Decorum Newsletter from Standards and Ethics Committee was noted. The Clerk drew the members attention to item referring to discipline action taken against a councillor from Southam over the implementation of their emergency plan. Members agreed that the Clerk would be responsible in the first instance for implementing the plan in the event of a major emergency and in his absence the CHAIRMAN would implement the plan.

11. To Review the Internal Audit

In accordance with the Regulations, the members reviewed the procedures for the internal audit. They agreed that the procedures in place at present were satisfactory and did not require amendment.

12. Presentation of Annual Accounts 2008/2009

The Clerk presented the annual accounts which had been audited by the Internal Auditor Ms Janine Bluteau. The Clerk also gave details of the Council's assets and asked if all the items of equipment should be insured. It was agreed that the computers should continue to be insured along with the bus shelter and notice board. The word processor should be written off and not insured. The bins and other minor equipment should not be insured.

13. Passing of any accounts for payment

The following accounts were passed for payment:

(a) Clerk's Salary April and May - £360.33p

(b) Clerk's expenses incurred £3.27p

(c) WALC Annual Subscriptions £136

(d) Allianz Cornhill Annual Insurance Premium £463.93p

(e) Village Hall meetings 2008-9 - £80

(f) Bates Timber Merchants - £529 - purchase of storage shed (granted village hall)

(g) Grant to Village Hall - £460

14. Closure of meeting

Before closure of the meeting Mr. M. MEADOWS gave details of the Bio-Diversity newsletter and website.

The CHAIRMAN closed the meeting at 9.45pm

Meeting dates for 2009:-

15th July 2009
16th September 2009
18th November 2009