

Minutes of the Annual Meeting of the Haydon Wick Parish Council held on Tuesday 20th May 2014 at 7.30pm in the Council Chamber, Council Offices, Thames Avenue, Haydon Wick.

Present: Councillor J Stooke (Chair), Councillors: J Fuller (Vice-Chair), L Brown, P Exell, S Exell, E Gerrard, J Keepin, R McVay, J Mills, S McDermott, D Wakefield, J Martin, G McKeown, P Martin, R Hailstone and M Whelan.

Parish Clerk: Terry Powell
Assistant Clerk: Caroline Roberts

Public: There was one member of the public present

434 Nomination of Chairman of Council

434.1. Councillor Hailstone asked for nominations after informing the meeting he did not wish to seek re-election. Councillor Stooke was nominated without opposition and was duly elected.

Proposed: Councillor S Mc Dermott
Vote: Unanimous

Seconded: Councillor Hailstone

RESOLVED – that Councillor J Stooke be elected as Chairman of the Council for the year 2014 - 2015.

435 Chairman's Declaration of Acceptance of Office

435.1 Cllr Stooke thanked his fellow Councillors for their confidence and hoped he could emulate the chairmanship which had been given Councillor Hailstone over many years. On behalf of the Council he thanked Councillor Hailstone for his dedication to the Parish and to public service in general. He proposed that the Council consider some form of presentation to mark the many years of service.

436. Apologies for Absence

436.1 Apologies were received and accepted from Ward Councillors D Renard, E Faramarzi, O Donachie & C Ellis.

437 DECLARATION OF INTERESTS

437.1 None declared

438 MINUTES

RESOLVED - that the minutes of the Annual Meeting held on Tuesday 21st May 2013 be agreed and signed as a correct record.

Proposed: Councillor Brown
Vote: Agreed (five abstentions)

Seconded: Councillor Whelan

439. Nomination of Vice-chairman of Council

Cllr Fuller was nominated for the position of Vice-Chairman by Councillor Hailstone

Proposed Councillor Hailstone

Seconded Councillor Whelan

Vote: Agreed

RESOLVED – that Councillor J Fuller be elected as Vice-Chairman of the Council for the year 2014 - 2015

440. Committees

440.1 Nomination of members to Policy & Finance

2013/14 Committee

| | | | |
|-----------------------|-------------|-----------|----------------|
| S Exell | J Fuller | E Gerrard | R Hailstone |
| J Keepin | S McDermott | J Mills | Vacant (Chair) |
| J Stooke (Vice-Chair) | M Whelan | G McKeown | |

2014/15 Committee

| | | | |
|----------|-------------|-----------|-------------|
| S Exell | J Fuller | P Martin | R Hailstone |
| J Keepin | S McDermott | J Mills | P Exell |
| J Stooke | M Whelan | G McKeown | |

440.2 Nomination of members to Recreation

2013/14 Committee

| | | | |
|-----------------|-------------|----------|----------------------|
| L Brown (Chair) | R Hailstone | R McVay | J Mills (Vice-Chair) |
| P Exell | M Whelan | J Fuller | D Wakefield |
| J Stooke | Vacant | Vacant | |

2014/15 Committee

| | | | |
|----------|-------------|----------|-------------|
| L Brown | R Hailstone | R McVay | J Mills |
| P Exell | M Whelan | J Fuller | D Wakefield |
| J Stooke | J Martin | S Exell | |

440.3 Nomination of members to Communications

2013/14 Committee

| | | | |
|------------------|-------------|-----------|-------------|
| S Exell | J Fuller | E Gerrard | R Hailstone |
| P Hall | S McDermott | M Whelan | G McKeown |
| J Stooke (Chair) | Vacant | Vacant | |

2014/15 Committee

| | | | |
|----------|-------------|-----------|-------------|
| S Exell | J Fuller | E Gerrard | R Hailstone |
| P Exell | S McDermott | M Whelan | G McKeown |
| J Stooke | J Martin | Vacant | |

440.4. Nomination of members to Planning & Highways

2013/14 Committee

| | | | |
|------------------|-----------------------|----------|-------------|
| S Exell | J Fuller (Vice-Chair) | L Brown | R Hailstone |
| P Hall | P Exell | J Mills | D Wakefield |
| J Keepin (Chair) | M Whelan | J Martin | |

2014/15 Committee

| | | | |
|-----------|----------|----------|-------------|
| S Exell | J Fuller | L Brown | Vacant |
| E Gerrard | P Exell | J Mills | D Wakefield |
| J Keepin | M Whelan | J Martin | |

440.5. Nomination of members to Personnel

Following a discussion on the status of the Personnel Committee it was agreed that it was not a free standing Committee but is a sub-committee of the Policy & Finance Committee. The membership is to be five with a required quorum of three.

Proposed Councillor Hailstone

Seconded Councillor Whelan

Vote: Agreed (one abstention)

RESOLVED – that the Policy & Finance Committee will create a Personnel Sub-Committee made up of its members. The Personnel Sub-Committee will have a membership of five Councillors with a quorum of three.

2013/14 Committee

| | | |
|-------------|----------|---------|
| R Hailstone | J Stooke | L Brown |
|-------------|----------|---------|

2014/15 Sub-Committee

| | | | | |
|--------|--------|--------|--------|--------|
| Vacant | Vacant | Vacant | Vacant | Vacant |
|--------|--------|--------|--------|--------|

Membership to be agreed at the first meeting of The Policy & Finance Committee

440.6. Nomination of members to Youth Council Working Party

2013/14 Working Party

| | | | | |
|----------|---------|---------|---------|-------------|
| J Martin | L Brown | S Exell | J Mills | R Hailstone |
|----------|---------|---------|---------|-------------|

2014/15 Working Party

| | | | | |
|----------|---------|---------|---------|-------------|
| J Martin | L Brown | S Exell | J Mills | R Hailstone |
|----------|---------|---------|---------|-------------|

441 Media & Press Release Officer

441.2 Nomination of Media & Press Release Officer – The current Media & Press Release Officer is Councillor Hailstone who is prepared to stand for a further year. As no other nominations were received Councillor Hailstone was elected.

441.2. Nomination of Assistant Media & Press Release Officer – Two nominations were received. Councillor G McKeown was nominated by Councillor P Exell seconded by Councillor S Exell. Councillor Fuller was nominated by Councillor Hailstone and seconded by Councillor E Gerrard.

A vote was held and Councillor G McKeown received seven (7) votes and Councillor J Fuller received nine (9) votes.

Councillor J Fuller was duly elected.

442 Nomination of Swindon Area Committee of WALC Representatives

442.1 Swindon Area Committee of WALC Representative

Councillor Hailstone was the representative for 2013- 2014 and indicated he was prepared to continue. As no other nominations were received Councillor Hailstone was duly elected.

442.2 Nomination of second re to SAC of WALC

The representative for 2013 – 2014 was Cllr Brown, as the meetings are normally held on a Thursday she is unable to continue. Councillor Fuller was nominated and was duly elected as no other nominations were received

443 Nomination of WALC Representative

As a large parish council Haydon Wick is allocated one place for a representative. Subject to the date and time of the meetings Councillor Brown indicated that she would be prepared to stand. The Clerk to research the meeting details and to discuss further with Councillor Brown. The Chair to be advised as to the outcome.

444 Nomination of Liaison Officer with Seven Fields Conservation Group

Councillor Brown was the representative for 2013 – 2014 and she is willing to stand again. In the absence of any other nomination Councillor Brown was duly elected.

445 Nomination of Swindon North and North East Combined Neighbourhood Tasking Group Representative

Councillors P Exell & J Mills are to continue sharing this responsibility

446 Appointment Internal Auditor for financial year 2014 - 2015

446.1 Mr Stuart Wilbur is the current Internal Auditor and he has agreed to carry on for the next financial year if the Council are agreeable.

RESOLVED: that Stuart Wilbur be appointed as the Internal Auditor for 2014 – 2015.

Proposed: Councillor Whelan
Vote: Agreed

Seconded: Councillor Fuller

447 Code of Conduct:

447.1 Declaration of Interests for review – The form submitted by individual Councillors was issued to the respective Councillors. Either confirmation of no change or any change to the previous declaration to be submitted to the office within two weeks.

448 Continuation of Council Leases & Licenses

448.1 The Council currently has leases with:-

- Trent Road Field
- Cloverlands
- Lyddon Way
- Kelly Gardens
- Primrose Close
- Clary Road
- Council Offices
- Leisure Garden Site 2

Following a brief discussion it was agreed to continue with the leases.

Proposed: Councillor Fuller

Seconded: Councillor Brown

Vote: Agreed

RESOLVED: - that the leases are continued.

Meeting finished at 7.45pm.

Chairman_____