At 7.00pm the Vice-Chairman opened the meeting.

Present:
Vice-Chairman: Councillor Ian Spiers
Councillors: Cllr Jayne Lloyd, Cllr Rachel Nicholson, Cllr Stuart Tetlow, Cllr Simon Miller, Cllr Sam Smyth, Cllr Kamaldeep Bahra, Cllr Bob Jones
Miss Lindsay Foster (Clerk)

Annual Parish Council Meeting

1 19/20 Election of Chairman
Cllr Lloyd was proposed by Cllr Tetlow and seconded Cllr Bahra. There being no further nominations it was unanimously resolved:

That Cllr Lloyd be duly elected Chairman of the Parish Council for the year

2 19/20 The Chairman’s Declaration of Acceptance of Office
The Chairman made the Declaration of Acceptance of Office of Chairman of the Parish Council.

3 19/20 Apologies for Absence
Councillors Steve Witter, Cllr Marcus Henry made their apologies. Cllr Martin Nobes will arrive late.

4 19/20 Declarations of interests with regard to items on the agenda
All declarations received

5 19/20 Election of Vice-Chairman
The Members agreed to have two Vice Chairmen for the year ahead. Cllr Spiers nominated Cllr Tetlow and second nomination to be deferred.

Resolution proposed Cllr Lloyd, seconded Cllr Nicholson

The Parish Council resolved that Cllr Tetlow is duly elected as Vice Chairman of the Parish Council for the year with further nomination at the next meeting. Unanimous

6 19/20 Dates of and Venue for Council Meetings for the Year
Resolution proposed Cllr Bahra, seconded Cllr Tetlow

The Council resolves to usually meet on the first Wednesday of the month at 7pm in the Village Hall, but not to meet in August and the January meeting to be set using RBC timeframes to set precept. Unanimous

7 19/20 To appoint co-ordinators
The following appointments were made and resolved en bloc:

<table>
<thead>
<tr>
<th>Role</th>
<th>Councillor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police Liaison</td>
<td>Cllr Bahra</td>
</tr>
<tr>
<td>Allotments</td>
<td>Cllr Lloyd</td>
</tr>
<tr>
<td>Litter picking</td>
<td>Cllr Nicholson</td>
</tr>
<tr>
<td>Newsletter</td>
<td>Mr Keeling (Village Editor)</td>
</tr>
<tr>
<td>Commercial organisations liaison</td>
<td>Chairman and Vice Chairmen</td>
</tr>
<tr>
<td>Ryton Water Meadow</td>
<td>Cllr Smyth</td>
</tr>
<tr>
<td>War Memorial</td>
<td>Cllr Nobes</td>
</tr>
<tr>
<td>Cemetery Field Management</td>
<td>Cllr Witter and Cllr Miller</td>
</tr>
<tr>
<td>Pavilion Upgrade</td>
<td>Cllr Tetlow</td>
</tr>
<tr>
<td>Recreation Ground interface to contractors</td>
<td>Cllr Witter</td>
</tr>
<tr>
<td>Recreation Ground interface to users</td>
<td>Cllr Witter</td>
</tr>
<tr>
<td>Flag (holder &amp; raising of flags)</td>
<td>Mrs B Harris and Cllr Henry</td>
</tr>
</tbody>
</table>

Planning Applications
Planning applications will usually be distributed to all Members for comment by email with a URL link, Councillors should ‘reply all’ with their comments.

Planning responses delegated powers
Resolution proposed Cllr Lloyd, seconded Cllr Tetlow
The Meeting resolved that the delegated power to respond to planning and licensing applications will be with the Clerk. **Unanimous**

Ryton neighbourhood Plan Cllr Tetlow  
The neighbourhood Planning group has been dissolved

**Disciplinary and Grievance Panels**  
Disciplinary and Grievance Panel Chairman (the chairman is independent of panels and oversees procedure) - Cllr Witter  
Disciplinary and Grievance Panel – Cllr Jones, members Cllr Nicholson  
Disciplinary and Grievance Appeals Panel – Chairman Cllr Tetlow, members Cllr Miller and Cllr Smyth  

**Key holder and signatories for the notice boards.**  
Mrs B Harris (6 High Street) and the Clerk will be the key holders for the notice board and that all councillors, Mrs B Harris, the Clerk and all Councillors would be signatories for notices that comply with Parish Council policy. Councillors contact details are stated on the notice boards.

**To appoint Representatives to Sit on Outside Bodies**  
Village Hall Trust Committee Council Representative – Cllr Witter  
Dunsmore Community Forum Cllr Witter  
Resolution, proposed Cllr Lloyd, seconded Cllr Bahra  
*Resolve that all the above appointments be made for the year ahead. Unanimous*

8 19/20 Approve WALC Membership for 2019/20  
Resolution, proposed Cllr Lloyd, seconded Cllr Smyth  
*The Members resolve to be a member of WALC for 2019/20 and pay this year’s membership subscription of £562. Unanimous*

9 19/20 Approve ICCM Membership for 2019/20  
Resolution, proposed Cllr Lloyd seconded Cllr Tetlow  
*The Members resolve to be a member of ICCM for this year and pay the subscription of £95.00. Unanimous*

**Parish Council Meeting opened at 19.30**

10 19/20 To approve the minutes of the last meeting  
Resolution, Proposed Cllr Lloyd seconded Cllr Tetlow  
*The Council moves that the minutes of the last meeting be approved and signed as correct. Unanimous*

11 19/20 To approve minutes of extraordinary meeting  
Resolution, Proposed Cllr Bahra seconded Cllr Tetlow  
*The Council moves that the minutes of the last meeting be approved and signed as correct. Unanimous*

12 19/20 Matters arising from the minutes of the previous meeting  
none

13 19/20 Approve Eon renewal summary Pavilion Electricity  
The Members agreed to renew the Electricity supply with Eon at a renewal price of £106.66.  
Resolution proposed Cllr Lloyd, seconded Cllr Bahra  
*The Parish Council resolved to renew the electricity supply at the Pavilion with Eon for the year. Unanimous*

14 19/20 Church Fete permissions  
The Church Fete is planned for the last weekend in June. The Members agreed to the requests in the letter, including the suspending of the relevant byelaws.  
Resolution, proposed Cllr Lloyd, seconded Cllr Jones.  
*The Parish Council resolves that it will not enforce the byelaws 5 and 8 for the Church Fete and the byelaw on the sale and consumption of alcohol for the duration of the Church Fete. Unanimous*
15 19/20 To approve all payments made since the last meeting
The Members resolved to agree all payments made since the last meeting.
Resolution proposed Cllr Lloyd, seconded Cllr Bahra
*The Parish Council resolved to approve all payments as presented. Unanimous*

16 19/20 To approve all outstanding payments
The Members resolved to agree all payments made since the last meeting.
Resolution proposed Cllr Smyth, seconded Cllr Bahra
*The Parish Council resolved to approve all payments as presented. Unanimous*

17 19/20 To discuss LED street lighting and ongoing maintenance
Speak to RBC regarding subsidy to changing street lighting to LED. Carry forward to next meeting

18 19/20 To note unaudited end of year accounts
The end of year accounts were noted

19 19/20 Approval of Parish Grants and donations
It has been proposed by Cllr Tetlow and Cllr Smyth that the grant be accepted for the History Group of £500.
Resolution, proposed Cllr Tetlow, seconded Cllr Smyth.
*The Parish Council resolves that it will provide a grant of £500 to the history group. Unanimous*
The grant to the Ladies Guild requires further information carry forward to next meeting.

20 19/20 To note Internal Audit report
The members noted the internal audit report as presented.

21 19/20 To Approve Annual Governance Statement
Each Statement was read out by the Chairman and voted upon by Councillors.
Resolution, Proposed by Cllr Tetlow, seconded by Cllr Nicholson
*The Annual Governance Statement was accepted by all and duly signed by the Chairman. Unanimous.*

22 19/20 Date of the next meeting
*The meeting unanimously resolved that the next Parish Council meeting will be held on Wednesday 5th June 2019 in the Village Hall at 7pm.*

The meeting closed at 20.26pm.

Signed ____________ Chairman    Date  __________