

**SEAGRY PARISH COUNCIL  
DRAFT MINUTES**

**Annual Meeting**

held at 7.30pm

Goss Croft Hall, Upper Seagry SN15 5HD

**10<sup>th</sup> May 2016**

Present: Cllr M Barber, Cllr R Barr, Cllr J H Crosland, Cllr T Kay, Cllr K Pearce, Cllr K Taylor and Cllr Mrs B Zehetmayr

Also Present: 2 Members of the Public and Mr V Vines MBE Clerk of the Council.

**NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972**

**01/16 APOLOGIES FOR ABSENCE**

All Council Members were in attendance.

**02/16 ELECTION OF CHAIRMAN**

Cllr J H Crosland proposed, Cllr K Pearce seconded, that Cllr M Barber be elected to serve as Chairman of the Parish Council for the 2016/2017 Council Year. Cllr M Barber indicated his willingness to serve and it was **RESOLVED UNANIMOUSLY** that he be elected. Councillor M Barber signed his Declaration of Acceptance of Office.

**03/16 ELECTION OF VICE CHAIRMAN**

Cllr Mrs B Zehetmayr proposed, Cllr K Pearce seconded, that Cllr J H Crosland be elected to serve as Vice Chairman of the Parish Council for the 2016/2017 Council Year. It was **RESOLVED UNANIMOUSLY** that he be elected.

**04/16 CONFIRMATION OF CHEQUE SIGNATORIES**

Cllr M Barber proposed, Cllr R Barr seconded, and it was **RESOLVED UNANIMOUSLY** that all Parish Council Members should be cheque signatories, with any two being authorised to sign. There was a need update the bank mandate to include all Council Members.

**05/16 CALENDAR OF MEETINGS FOR 2016/2017**

The Parish Council considered a prepared Schedule of Meeting Dates and agreed dates for the Council Year 2016/2017. **Proposed Cllr T Kay, seconded Cllr Mrs B Zehetmayr and RESOLVED UNANIMOUSLY.** The dates are attached to the Minutes.

**06/16 ELECTION OF PARISH COUNCIL SUB-COMMITTEES**

The Council has no Sub-Committees.

**07/16 ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES**

The Parish Council considered and appointed the following Representatives for the Council Year, thanked all for volunteering again and looked forward to receiving Reports and Updates throughout the year at Full Council Meetings.

- a. Seagry Community Neighbourhood Watch Coordinator – Cllr J H Crosland
- b. Seagry Community Emergency Planning Coordinator – Cllr J H Crosland
- c. Seagry Community Rights of Way Warden – All Council Members
- d. Seagry Designated Flood Warden and Flood Wardens – Cllr J H Crosland
- e. Seagry Neighbourhood Area Plan Steering Group – Cllr K Taylor and Cllr R Barr
- f. Seagry Allotments – Cllr K Pearce
- g. Chippenham Area Board (Wiltshire Council) – Cllr M Barber
- h. Chippenham & Villages Community Area Partnership – No appointment
- i. Chippenham Area Rural Parish Forum – Cllr M Barber
- j. Wiltshire Council Northern Flood Working Group – Cllr J H Crosland.
- k. Goss Croft Village Hall Trustees – Cllr J H Crosland and Cllr Mrs B Zehetmayr
- l. Seagry Signpost Magazine Liaison – Cllr T Kay

**Cllr Mrs B Zehetmayr proposed, Cllr T Kay seconded and RESOLVED UNANIMOUSLY** that the appointments and arrangements are approved.

#### **08/16 POLICIES**

The Council agreed to consider at the next Council Meeting any changes required to Adopted Policies. To include Standing Orders and Financial Regulations, Code of Conduct, Asset Register, Freedom of Information Act Publication Scheme and the Risk Assessment and Management Register. Council Members requested that copies of the existing documents be provided

**Proposed Cllr M Barber, seconded Cllr T Kay and RESOLVED UNANIMOUSLY.**

#### **09/16 CLOSURE OF MEETING**

There being no further business to conduct the Chairman closed the Meeting at 7.52pm. A Full Council Meeting followed the closure of the Annual Council Meeting.

Signed:

Chairman, Seagry Parish Council

Date: 12<sup>th</sup> July 2016

# SEAGRY PARISH COUNCIL

## MEETING DATES

### Council Year 2016 – 2017

All Meetings take place in  
Goss Croft Hall, Upper Seagry SN15 5HD

#### ALL TUESDAY EVENINGS

(Planning Meetings are subject to cancellation if there is no business to conduct)

#### 2016

10 May	7.30pm	Full Council Annual General Meeting
10 May	7.30pm	Full Council Meeting
14 June	7.30pm	Planning Meeting (if required)
12 July	7.30pm	Full Council Meeting
9 August	7.30pm	Planning Meeting (if required)
13 September	7.30pm	Full Council Meeting
11 October	7.30pm	Planning Meeting (if required)
8 November	7.30pm	Full Council Meeting
13 December	7.30pm	Planning Meeting (if required)

#### 2017

10 January	7.30pm	Full Council Meeting
14 February	7.30pm	Planning Meeting (if required)
14 March	7.30pm	Full Council Meeting
11 April	7.15pm	Planning Meeting (if required)
11 April	7.30pm	Annual Parish Meeting
16 May	7.30pm	Parish Council Annual Meeting
16 May	7.30pm	Full Council Meeting