

**Minutes of the 32<sup>nd</sup> Annual Meeting of the Stainton & Thornton Parish Council held on Tuesday, 15 May 2018 at 7.15 p.m. in the Memorial Hall, Stainton**

**Present:** Parish Councillors A. Liddle (Chair), D. Coupe (Vice Chair), C. Dean, A. Cooper, J. Holmes (Clerk to the Council).

**29/18. Election of a Chair of the Parish Council for 2018/2019.** The Clerk, as Proper Officer, requested nominations for Chair. Cllr. A. Liddle was proposed by Cllr. A. Cooper and seconded by Cllr. D. Coupe. There were no other nominations. Cllr. Alan Liddle accepted the position and was unanimously re-elected as Chair. He then signed the Declaration of Acceptance of Office.

**30/18. Election of Vice Chair of the Council for 2018/2019.** Nominations were invited for the position of Vice Chair. Cllr. D. Coupe was proposed by Cllr. C. Dean and seconded by Cllr. A. Liddle. There were no other nominations. Cllr. David Coupe accepted the position and duly signed the Declaration of Acceptance of Office.

**31/18. Apologies for Absence** were received from Cllrs. A. Conroy and B. Neale (both on holiday).

**32/18. Adoption of Standing Orders.** The NALC 2018 Model Standing Orders were reviewed and adopted by the Council without alteration. Copies will be sent to all councillors. **Resolved:** *2018 Model Standing Orders adopted by the Council.*

**33/18. The Annual Report of the Chair of the Council for 2017/2018.** The Annual Report was read out by the Chair and accepted by the Council. **Resolved:** *Annual Report to be displayed on village noticeboards and on Parish Council webpage on MBC Website. Hard copies to be made available on request to the Clerk.*

**34/18. The Financial Accounts of the Council for the financial year to 31 March 2018 and the Report of the Responsible Financial Officer (the Clerk).** The Parish Council accounts for 2017/2018 and the Report of the Responsible Financial Officer were agreed and accepted and duly signed by the Chair and the RFO. **Resolved:** *The NALC Model Financial Regulations were adopted by the Parish Council and Responsible Financial Officer (Clerk).*

**35/18. Annual Governance Statement 2017/18.** – was approved by the Parish Council and signed by Chair and Clerk.

**36/18. Accounting Statements 2017/18** – approved by Parish Council at meeting held 10.4.18. and duly signed by RFO and Chair.

**37/18. Assets Register.** The Assets Register, updated by the Clerk was agreed and accepted. Cllr. Conroy to be asked to review the document.

**38/18. To review the Committee arrangements of the Council and elect Committee Chairs.** It was agreed that the existing committee arrangements would continue. Cllr. Coupe was

proposed by Cllr. Liddle and seconded by Cllr. Cooper as Chair of the Environment Committee (aka Green Finger Gang) with the Clerk continuing as Secretary. Cllr. Liddle would continue to Chair the Planning Committee and the Crime and Disorder Committee, both of which comprised the full Parish Council. **Resolved:** *Existing committee arrangements to continue.*

**39/18. To elect Members to the Environment Committee.** Members and volunteers were invited to continue as at present. Cllrs. Coupe, Cooper and Liddle would attend meetings. Residents on the committee would be confirmed at its next meeting. New members and volunteers were very welcome. A change of committee name to the 'Green Finger Gang' was thought to be a less formal title and may encourage new members to join.

**40/18. Parish Council members of the Friends of Stainton & Thornton Green Spaces, confirmation of insurance cover for the group and payment of water charges for field alongside Kell Gate Green.** Members attending meetings of FSTGS were Cllrs. Coupe, Liddle and Conroy. Minutes of their meetings would be issued to all parish councillors who were all welcome to join the FSTGS group. The Clerk confirmed that the Parish Council insurance also covered the FSTGS group and the Council also paid the water charges relating to the field alongside Kell Gate Green.

**41/18. Membership review of Cleveland Local Council's Association, appointment of representatives to CLCA and authorisation of payment of CLCA subscription.** The Council's membership was reviewed and Cllr. Liddle proposed, seconded by Cllr. Coupe, continuation of membership. The Chair and Vice Chair were duly re-appointed and agreed to continue as the two representatives to the CLCA, and payment of CLCA subscription was authorised by the Parish Council. **Resolved:** *Membership of CLCA to continue. Payment of CLCA subscription authorised.*

**42/18. Review of Insurance Cover of the Council and payment authorisation of next annual premium due on 1 June 2018.** Insurance cover was discussed. Current brokers, Came & Company had provided 3 quotations. Council decided that the recommended Local Council Scheme policy by the insurers Inspire provided the appropriate cover at the most reasonable cost - £588.05. **Resolved:** *Renewal of insurance cover via Came & Company authorised.*

**43/18. Review of salary level of the Clerk to the Council.** The salary of the previous clerk was reviewed annually at this meeting. She has since retired, and the present clerk was appointed on 1 September 2017. However, as previously having served as a councillor the present clerk, by law, is unable to claim a salary for a period of twelve months. **Resolved:** *The salary and contract of employment for the present clerk to be arranged from 1 September 2018.*

**44/18. Clerk's report of any urgent correspondence and to authorise any urgent expenditure.** None.

**45/18. Planning Applications requiring a response before next meeting.** None

**46/18. Review of the Budget of the Council for 2018/19.** With finances in a healthy state it was agreed that costings be sought for the setting up and maintenance of a Parish Council website (£500) and also the purchase of a roadside speed display unit (£2000). Elections are due in May 2019 and monies will need setting aside to cover any election costs (£1000).

**47/18. New agenda items for future Parish Council meetings.** It was agreed that the 'Middlesbrough Local Plan – Preferred options' be added to future agendas as there would be continuous debate until full consultation was complete.

**48/18. Date and Time of next business meeting of the Parish Council.** Tuesday, 12 June 2018, 7.15pm in the Memorial Hall

Agreed and signed as a true record .....Date .....

Minutes taken by: J. Holmes, Clerk to the Council, 13 Strait Lane, Stainton, TS8 9BB. Email: [staintonparishcouncil@btinternet.com](mailto:staintonparishcouncil@btinternet.com) Tel: 01642 296060. 07980 572115.