

**The Minutes of the 30<sup>th</sup> Annual Meeting of the Stainton & Thornton Parish Council held in the Memorial Hall, Stainton at 7.15 p.m. on 17<sup>th</sup> May, 2016**

**Present:** P/Cllrs. Alan Liddle (Chair), Jim Holmes (Vice Chair), Chris Dean, Brian Neale and Angela Cooper; Mrs. M. Newbould (Clerk to the Parish Council).

**24/16, Chair of the Parish Council for 2016/17** The Clerk as Proper Officer requested nominations for Chair. Cllr. A. Liddle was proposed by Cllr. B. Neale and seconded by Cllr. A. Cooper. There were no other nominations. Cllr. Liddle accepted the position and was unanimously re-elected as Chair. He then signed the Declaration of Acceptance of Office.

**25/16, Apologies for absence** were received from Cllr. Alan Conroy (on holiday) and Cllr. David Coupe (in London). The reasons for absence were accepted by the Parish Council.

**26/16, Review of the Council's Standing Orders and agree any changes required for 2016/17** The SO's were duly reviewed. ***Resolved*** that no changes were required. Acceptance was proposed by Cllr. Jim Holmes, seconded by Cllr. Angela Cooper and carried. The SO's are available online in NALC format.

**27/16, The Annual Report of the Chair of the Council for 2015/16** The Annual Report was read out by the Chair and accepted by the Council, following a small amendment on page 1. It was agreed the report would be circulated to all households in Stainton & Thornton, displayed on the village notice boards and put on the Middlesbrough Council/Parish Council website.

**28/16, The Financial Accounts of the Council for the financial year to 31 March 2016, the Report of the Responsible Finance Officer (the Clerk) and the Review of the Assets Register** The P/Council accounts for 2015/16 and the Report of the Responsible Finance Officer (the Clerk) were agreed following an adjustment, accepted by the P/Council and signed by the Chair and the RFO. The Chair gave an explanation re the Precept/Council Tax Support Grant. The updated Assets Register was reviewed and accepted by the Parish Council. ***Resolved*** to continue the present arrangement with Baines Jewitt (Accountants) re the Clerk's PAYE.

**29/16, Comments from the Internal Auditor** – deferred until the 14<sup>th</sup> June meeting. **Resolved** that Paula Hall, Clerk to the Council of Ingleby Barwick, should stand in as Internal Auditor because Dianne Rickaby, the present Internal Auditor for Stainton & Thornton P/Council was on sick leave. Agreed.

**30/16, Vice Chair of the Council for 2016/17** Nominations were invited for the position of Vice Chair. Cllr. Jim Holmes was nominated, proposed by Cllr. A. Liddle, seconded by Cllr. C. Dean and unanimously re-elected. There were no other nominations. Cllr. J. Holmes accepted the position and duly signed the Declaration of Acceptance of Office.

**31/16, The Committee arrangements of the Council and elect Environment Committee Chair** **Resolved** that the existing Committee arrangements should continue. Cllr. David Coupe was proposed by Cllr. A. Liddle, seconded by Cllr. A. Cooper and unanimously re-elected in his absence to continue as Chair of the Environment Committee. The Clerk would continue as Secretary. It was **resolved** that Cllr. A. Liddle would continue to Chair the Planning Cttee. and the Crime & Disorder Cttee., both of which comprised the full Parish Council.

**32/16, To elect residents to the Environment Committee** Env. Cttee. members and volunteers would be invited to continue as at present – Cllr. Coupe to progress. Cllrs. D. Coupe and A. Liddle would attend meetings. Residents would be confirmed at the next Environment Committee meeting.

**33/16, P/Council Members of the Friends of Stainton & Thornton Green Spaces organisation and confirmation of funding for the insurance cover for Kell Gate Green and the payment of water charges for the field alongside Kell Gate Green** Members attending Friends of S & T Green Spaces meetings were: Cllrs. David Coupe, A. Liddle (Chair), and A. Conroy (Treasurer). M. Newbould would attend as Minutes' Secretary. All P/C Minutes would in future be issued to **all** Parish Councillors, who were all most welcome to attend meetings. Funding for the public liability insurance cover for Kell G Gn. and payment of water charges were confirmed by the P/Council. The Friends would pay an amount (approx. £15 - £20) for new machinery assets cover. The Annual GM would be held on Monday, 20<sup>th</sup> June, 2016 at 10.00 a.m. in the Memorial Hall.

**34/16, Review of the Council's membership of Cleveland Local Council's Association, appoint two representatives to CLCA and authorise the payment of the CLCA subscription** The Council's membership was reviewed; Cllr. A. Liddle proposed continuation of membership, seconded by Cllr. A. Cooper and agreed. The Chair and the Vice Chair were duly re-appointed to continue as the two representatives to CLCA; and the payment of the CLCA subscription was authorised by the Parish Council.

**35/16, Review of the Insurance Cover of the Council and authorise payment of the next annual premium due on 1 June 2016** The insurance cover had already been discussed. The payment for the premium for 2016/17 was authorised. This also included cover for Gala Day. It was noted that all necessary Risk Assessments had been duly completed by the Council before the year-end. It was also noted that the Friends gp. paid their own hire of hall expenses. Insurance Cover would be reviewed again in February 2017.

**36/16, Review of the salary level of the Clerk to the Council and authorise any change in salary for that level as will be recommended jointly by NALC and SLCC and backdated to 1 April 2016** The salary level of the Clerk was reviewed and would remain at Spinal Level 17 for the year 2016/17. Any change in salary for that level recommended jointly by NALC & SLCC was authorised and would be backdated to 1 April, 2016.

**37/16, The Clerk's Report of any urgent correspondence and authorisation of any urgent expenditure** A vote was taken by the P/Council re the continuation of the present QPS application. All Parish Cllrs. present were in agreement that the S & TPC application for QPS should be rested for the time being but if the situation were to change and a significant benefit from QPS became more apparent, the application might be renewed at some point in the future.

**38/16, Planning Applications requiring a response before the next meeting** Cllr. A. Liddle reported recent planning applications, none requiring an immediate response. A list from the MBC website was provided and is available online.

**39/16, Review of the Budget of the Council for 2016/17** The Budget was reviewed and amended before being agreed and accepted by the P/Council.

**Resolved** that the provision of Raffle Books by the P/Council for village organisations would continue. Also **Resolved** that the Village Newsletter would remain at its present size and that the P/Cllr. profiles would be put on the MBC/PC website, not in the V/Newsletter.

**40/16, Suggestions for any new agenda items for future meetings of the Council** Suggestions received for the 14th June, 2016 Agenda were:

- (a) Updating the New Residents' Sheet: Cllr. Holmes would contact Mrs. F. Rix.
- (b) Transport: more funding for buses.
- (c) Progress of Defibrillators' provision. Low Worsall PC would be contacted. The cost of a defibrillator would be approx. £1,000.
- (d) Maelor's Wood signage. A quote of £850 for one sign from Nature Sign Design was given by the Chair. Details were provided by the Chair. He would get in touch with Eddie Guy of Sign Art in Redcar. The metal lectern was agreed in a style similar to those in KGG and the Quarry. Cllr. Holmes would provide a photo of Maelor and the Chair would write a short piece for display.
- (e) Listing all Clerk's Report correspondence on the Agenda in order to highlight P/Council activities to the community.
- (f) Advertising: on the advice from Cllr. A. Cooper, it was **resolved** to steer away from P/C advertising.

**41/16, The next business meeting of the Council** This was confirmed as **Tuesday, 14<sup>th</sup> June, 2016 at 7.15 p.m. in the Memorial Hall, Stainton** Apologies were received in advance from Cllr. A. Cooper who would be visiting friends in South Africa and Cllr. B. Neale who would be on holiday.

The Chair formally closed the meeting at approx. 9.20 p.m.

Accepted as a true record and signed ..... Chair

Date .....

Minutes taken by Mrs. M. Newbould (Clerk to the Parish Council), 4 Thornton Close, Thornton TS8 9BT, Tel. 01642 590340 Email: [mrnewbould@yahoo.co.uk](mailto:mrnewbould@yahoo.co.uk)