# LURGASHALL PARISH COUNCIL

**Minutes of the additional Annual Meeting held in the Village Hall on Thursday, 24 May**
(see agenda item 38/07)

*Present:* Mr R E J Cooper (Chairman), Mr K M Caird, Mrs A Martin-Jenkins, Mr G D J R Sharp, Dr A H J Tate and Mr P J Széll (Clerk).

Also present, for items 57/07 and 58/07, were Mrs J Boxall and Mr M H Oakland.

55/07 - APOLOGIES FOR ABSENCE
Apologies for absence had been received from Dr P J H Wilding.

56/07 – CO-OPTION OF MEMBERS
The Members who had been elected unopposed had before them written statements from four Parishioners who had put their names forward for the three vacancies remaining after the recent elections. The Members agreed that all four were strong candidates and that each would make an excellent addition to the Council. Having carefully considered their credentials, the Members decided to invite Mrs J Boxall, Mr N P Jowett and Mr M H Oakland to join the Council.

The Chairman congratulated Mrs Boxall and Mr Oakland on being appointed to the Council and welcomed them to the meeting.

57/07 – ELECTION OF VICE-CHAIRMAN; APPOINTMENT OF COMMITTEE MEMBERS AND REPRESENTATIVES; SPECIAL RESPONSIBILITIES

1. Elections and appointments.
Members agreed to expand their discussion of this item to include review of the structure and functions of its Committees.

● Vice-Chairman. Dr A H J Tate was proposed by Mr K M Caird and seconded by Mr G D A R Sharp. There being no other nominations, Dr Tate was elected unanimously.

● Planning Committee**.** It was decided that this Committee (a) would, in addition to considering all planning applications on behalf of the Council, be responsible for making recommendations to the Council on highways matters and (b) would be composed of Mr N P Jowett, Mrs A Martin-Jenkins, Dr A H J Tate and Dr P H J Wilding. It was, however, further decided that the Chairman of the Planning Committee would invite all members of the Council to participate in meetings at which the Committee was due to consider contentious or particularly sensitive applications

● Finance Committee. It was decided that this Committee (a) would, in addition to making budget proposals to the Council, be responsible for making recommendations to it with regard to donations and grants and (b) would be composed of Mr K M Caird, Mr M H Oakland and Dr P J H Wilding.

● Recreation Committee. It was decided that this Committee (a) would be responsible for supervising, and for making recommendations to the Council on, the Parish's footpaths and bridleways, village green (including the pond and bus shelter), playground and allotments, as well as for making recommendations on risk assessment and (b) would be composed of Mrs J Boxall, Mr K M Caird, Mr M H Oakland, Mr G D A R Sharp and Dr A H J Tate.

● General Purposes Committee**.** It was decided that this Committee (a) would be responsible for acting on the Council's behalf regarding matters requiring action before` the next full Council meeting and (b) would be composed of the Chairman of the Council, plus Mrs A Martin-Jenkins and the Chairmen of the Planning, Finance and Recreation Committees.

● Special responsibilities**.** Special responsibilities were agreed as follows:

- *Systems audit* Dr A H J Tate
- *Bottle bank* Mr R E J Cooper

● Representatives. Representation on outside bodies were agreed as follows:

- *North-West Frontier Community Forum* Mr M H Oakland

It was decided to postpone appointment of a representative on the Village Hall Management Committee till the Council's July meeting.

2. Bank mandate. Members approved the completion of a new bank mandate at the National Westminster Bank. It was agreed that, Mr Cooper, Mrs Martin-Jenkins and Dr Wilding would continue as authorised signatories and that Mr Oakland and Dr Tate should be added to the list. The requirement that two authorised signatories must sign each cheque would continue.

58/07 - ANY OTHER BUSINESS

1. North Chichester County Local Committee. The Chairman announced that he had invited the County Council's CLC to hold its next meeting – fixed for 11 September 2007 - in Lurgashall. He hoped Members would do their best to attend.
2. Bottle bank. Mr Sharp raised a potential problem of cars parking directly in front of the glass recycling containers. The Chairman said the Village Hall Management Committee had plans to mark out parking spaces in the car park and felt this should help resolve the problem.

There being no other business, the Chairman closed the meeting at 7.50 pm.

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*PJS: 26/05/07*