

CLERK: Kate Sales, 5 Okus Road, Charlton Kings Cheltenham. GL53 8DU  
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MINUTES: of the **Annual Meeting** of the Parish Council held in  
Guiting Power Village Hall on Wednesday 20th May at 7.30pm.

PRESENT: Parish Councillors Dawn Rimmer, David, Broad, Nick  
Powell, Else Ogden, Lisa Rose

IN ATTENDANCE: Kate Sales, Clerk

4 Parishioners

*The Public are welcomed to attend this meeting but there will be no public participation.*

**1) To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**

The meeting was opened by the previous Chairman Dawn Rimmer. Cllr Rimmer was proposed again by Cllr Broad and seconded by Cllr Powell. Cllr Rimmer accepted and her Declaration of Acceptance of Office was signed and received and she took over the Chair.

**2) To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office**

Cllr Powell was proposed by Cllr Rimmer and seconded by Cllr Broad. He accepted and his Declaration of Acceptance of Office was signed and received.

**3) To receive the Declaration of Acceptance of Office from newly elected councillors**

These were signed and accepted. It was resolved to accept Cllr Edwards-Flaherty and Cllr Miles Declaration of Acceptance of Office forms at the next meeting.

**4) To receive apologies for absence**

These were received from Verity Edwards-Flaherty and Linda Miles.

**5) To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).**

None were made

**6) To approve the accounts for 1st April 2014 - 30 March 2015, note internal auditors report and recommendations. Submit accounts to Grant Thornton for Audit.**

These were duly signed and approved. It was agreed that they showed a true record and it was resolved that they were ready to submit for Audit. (A record of the accounts is attached to the minutes.)

- 7) To approve and adopt the Standing Orders for Guiting Power Parish Council.**  
After discussion these were approved and it was resolved to adopt them as there had been no changes since they were adopted in February 2015.
- 8) To approve and adopt the Financial Regulations for Guiting Power Parish Council.**  
After discussion these were approved and it was resolved to adopt them as there had been no changes since they were adopted in February 2015.
- 9) To appoint an Internal Auditor for 2015/16.**  
After discussion it was resolved to appoint GAPTC as the Internal Auditor for 2015/16, again subject to there being no significant increase in the cost compared to the 2014/15 prices.
- 10) To review Committee Structures and to appoint members to serve on the under mentioned Committees:**  
**(a) Playground Committee**  
*(Note: In accordance with Standing Orders the numerical composition of Committees shall be decided at the Annual Meeting of the Parish Council).*  
This was reviewed and agreed that the number on the committee would stay the same. Lisa Rose was proposed by Cllr Broad and seconded by Cllr Powell to be Chair and Cllr Rimmer vice-chair.
- 11) To review the Committee terms of reference.**  
These were reviewed and it was resolved they would stay the same.
- 12) To review the Council asset register**  
After discussion it was agreed that the current asset register was an accurate record. However the goal posts that were listed needed to be removed as the parish council no longer had them. It was also agreed that once the playground was finished the register should be updated to reflect this.
- 13) To review the Council insurance policy and discuss alterations if necessary.**  
This was reviewed and considered adequate cover. After discussion it was resolved to renew with the existing insurer as the council. Once the new playground was finished the insurance would need updating to provide sufficient cover.
- 14) To review and make arrangements to affirm eligibility for the General Power of Competence.**  
As the council meets all of the eligibility criteria for using the General Power of Competence (i.e the clerk is CiLCA qualified and over two thirds of the council were elected), it was resolved that the council would adopt this Power. Unless the council's eligibility changes during the next term the council will hold this Power until the next election.

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**15) To review and decide on amendments to Council policies –**

**a) Complaints policy**

**b) Freedom of Information requests**

It was resolved that the council did not have adequate policies in place for the above. The clerk to prepare policies.

**16) To fix the dates and times of ordinary meetings of the Council and Committees for the up-coming year.**

It was agreed that the council would continue to hold their meetings on a Wednesday. The next meeting will be held on Wednesday 12th August 2015. After discussion it was agreed that maybe the council should meet every other month. It was decided that this would be an item for discussion at the next meeting.

*The Clerk to prepare and circulate a calendar of dates.*

The Chairman concluded the meeting at 7.50pm and thanked everyone for their attendance. A parish council meeting followed immediately after this meeting.

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**Chairman**

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**Date**