

BRAMBER PARISH COUNCIL

Minutes of Bramber Parish Council Annual General Meeting held on 20th May 2015 at Beeding & Bramber Village Hall at 8.30 p.m.

The clerk confirmed that all councillors' Acceptance of Office forms and Register of Interests had been received.

PRESENT:

Councillors R Potter(Chairman), N Mills, J Goddard, N Stubbs, M Tilley, Mrs M Goddard, Mrs D Goodall and Ms J Howley.

1. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillor Mrs S Bignell.

2. MINUTES:

The minutes of the last Annual General Meeting held on 13th May 2014 were approved and signed.

3. ELECTION OF CHAIRMAN:

The Clerk advised that Roger Potter was willing to stand for re-election and was proposed by M. Goddard and seconded by D. Goodall and agreed unanimously. The Chairman then returned to the Chair and welcomed Mick Tilley as a new member of the council.

4. ELECTION OF VICE CHAIRMAN:

Councillor Nick Mills agreed to stand for re-election and he was proposed by N. Stubbs and seconded by J.Howley and duly re-elected.

5. ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES:

Joint Parishes Burial Board – R. Potter and P. Robson proposed by M. Goddard and seconded by J Goddard.

Horsham Assn of Parish Councils – J. Goddard and N. Stubbs proposed by R. Potter and N. Mills.

Village Hall Committee – Mrs S. Bignell proposed by J. Goddard and seconded by M. Goddard.

Steyping Area Youth Service – Trustee: R. Potter proposed by M. Goddard and seconded by N. Stubbs. Mgt Committee: M. Goddard proposed by R. Potter and seconded by N. Mills.

In addition, M. Tilley agreed to continue to manage the website, J. Howley agreed to be responsible for police matters and D. Goodall for all speeding matters and road signage.

N. Mills continues as Chairman of the Steyping, Wiston, Ashurst and Bramber Neighbourhood Plan Steering Group and Roger Potter as a member. J. Goddard continues as a member of the Housing Focus Group.

6. ADOPTION OF ACCOUNTS AND GOVERNANCE STATEMENT:

a) Following approval of the annual accounts at the previous meeting Council viewed the internal auditor's report and reviewed its internal control structure by examining a statement of assurance. Approval of the governance statement was then proposed by N. Mills, seconded by N. Stubbs and accepted unanimously. Document was then signed by the Chairman and clerk.

b) Adoption of Chairman's Allowance

Nick Mills proposed that this allowance be continued as £250 and this was seconded by M. Goddard and adopted unanimously.

c) Funding of Broadband in Village Hall

The clerk explained that with the withdrawal of paper plans, for planning applications, by HDC in July it will be necessary for both Bramber and Upper Beeding Councils to have access to wi-fi in meetings. The monthly cost is likely to be around £40 per month and this will be shared by both councils and the playgroup. Council was asked if it would agree in principle to fund its share of this cost. This was proposed by J. Goddard, seconded by J. Howley and agreed unanimously.

7. ADOPTION OF AMENDMENTS TO STANDING ORDERS:

It was agreed that no amendments were necessary.

8. ADOPTION OF RISK ASSESSMENT POLICY:

Council reviewed its existing risk policy and asked N. Stubbs to look at the new contract with SSE for the street lights to ensure the policy took account of the new arrangements for the flower baskets. He will report to the next council meeting.

The Annual General Meeting was closed at 9.15 p.m.