

UNADOPTED

UPTON BISHOP PARISH COUNCIL

Minutes Of The Extraordinary Meeting Held On Monday, May 16th 2011
In The Millennium Hall, Upton Bishop at 7:30 pm

Present:

Cllr Robert Wallbridge-Chairman
Cllr Patrick Bailey-Vice-Chairman
Cllr Tim Shenton
Cllr Diana Forrester
Cllr Alexandra Pokorny
Cllr Anthony Chudziak

Annette Steele (Clerk/Treasurer)

No Parishioners attended

Minute Item	Action
1	Election of Chairman for the period 2011 to 2012
1.1	Proposed by Cllr Patrick Bailey, seconded by Cllr Alexandra Pokorny and approved unanimously, IT WAS AGREED that Cllr Robert Wallbridge be elected.
2	Councillors to Sign Declaration of Acceptance of Office
2.1	The declaration was duly signed by all Councillors.
3	Election of Vice Chairman for the period 2011 to 2012
3.1	Proposed by Cllr Robert Wallbridge, seconded by Cllr Alexandra Pokorny and approved unanimously, IT WAS AGREED that Cllr Patrick Bailey be elected.
4	To fix the amount of the chairman's allowance (Sub Section 5 of Section 15 Local Govt Act 1972)
4.1	Proposed by Cllr Patrick Bailey, seconded by Cllr Alexandra Pokorny and approved unanimously, IT WAS AGREED that an allowance of £100.00 be made.
5	To appoint members of Working Parties
5.1	Proposed by Cllr Robert Wallbridge, seconded by Cllr Alexandra Pokorny and approved unanimously, IT WAS AGREED that Cllr Tim Shenton be appointed to the newly created position of Highways Officer.
5.2	It was agreed that the appointment of a Footpaths Officer should be deferred to the next meeting.
6	To appoint representatives to other organisations
6.1	It was agreed that the Chairman would enquire as to the requirement for a Parish Council representative for the Millennium Hall Committee.
7	Apologies
7.1	None
8	Audit and Authorisation of Payment of Accounts
8.1	IT WAS AGREED unanimously to pay the following invoices and the cheques were duly signed.
	Insurance 2011/12 480.38
	Lengthsman-Apr 11 180.00
	Crow Hill Maintenance-Apr 11 40.00

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8.2 Proposed by Cllr Patrick Bailey, seconded by Cllr Alexandra Pokorny and approved unanimously, IT WAS AGREED that the accounts have been prepared in accordance with the Annual Governance Statement in the annual audit return. The Chairman duly signed the audit return.

8.3 The Clerk will contact the Internal Auditor.

The Clerk

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Date of the Next Meeting

9.1 The next meeting of the Parish Council will be held on Monday June 6th 2011 at 7:30 pm

The Meeting Finished At 8:00 p.m.