

# Blofield Parish Council

Minutes of the Blofield Annual Parish Council Meeting held at Blofield Courthouse on Monday 22<sup>nd</sup> May 2017 at 7:00pm – 7.25pm.

## **PRESENT**

Rob Christie, Nigel MacPherson, Pat Wilson, Yvonne Burton, Stella Shackle, Margaret Turner, Paul Culley-Barber, Joseph Scholes, and Sarah Osbaldeston (Clerk).

1. Welcome and Introduction to the meeting by the Chair, Rob Christie.

*The Chair position was handed to the Vice Chair for agenda item 2*

## **2. ELECTION OF CHAIR**

- 2.1. Nigel MacPherson proposed (seconded by Yvonne Burton) Rob Christie for Chair of the Council. No further nominations were put forward.
- 2.2. The Council unanimously approved the proposal and Rob Christie was duly elected to Chair of the Council for the forthcoming year. Rob Christie signed the Acceptance of Office form and took the role of chair for the meeting.

*The Chair position was handed to the newly elected chair*

## **3. ELECTION OF VICE CHAIR**

- 3.1. Stella Shackle proposed Paul Culley-Barber (seconded by Nigel MacPherson) for the role of Vice-Chair of the Council. No further nominations were put forward.
- 3.2. The Council unanimously approved the proposal and Paul Culley-Barber was appointed Vice-Chair for the forthcoming year.

## **4. TO ACCEPT APOLOGIES FOR ABSENCE**

- 4.1. Paul Baverstock sent his apologies. David Ward did not attend the meeting.

## **5. TO ENSURE ALL COUNCILORS HAVE UPDATED THEIR DECLARATIONS OF INTEREST FORMS**

- 5.1. The Clerk reminded Councilors of their responsibility to ensure their Declaration of Interest Forms are up to date.

## **6. ELECTION OF A PLANNING REPRESENTATIVE**

- 6.1. Rob Christie proposed (seconded by Margaret Turner) that the Council appoint Paul Culley-Barber to this role. This proposal was unanimously approved by everyone.

## **7. TO APPOINT VILLAGE HALL REPRESENTATIVES**

- 7.1. The Council unanimously resolved to appoint Joseph Scholes as the Margaret Harker Hall representative.
- 7.2. The Council unanimously resolved to appoint Stella Shackle and Nigel MacPherson as the two Court House representatives.
- 7.3. It was agreed that the Courthouse working party would be carried out by the Courthouse representatives.
- 7.4. The Council unanimously resolved to appoint Yvonne Burton as the Heathlands Community Centre representative.

## **8. TO APPOINT THE PARISH COUNCIL TRUSTEE FOR HEATHLANDS COMMUNITY CENTRE**

- 8.1. Joseph Scholes proposed (seconded by Stella Shackle) that the Council appoint Brenda Dawson as the Parish Council Trustee for Heathlands Community Centre. The Council

unanimously resolved to approve this proposal. Clerk to speak to Brenda Dawson and ensure she is happy to continue in this role.

**9. APPOINTMENT OF COUNCIL REPRESENTATIVES:**

- 9.1. The Council unanimously resolved to appointment Pat Wilson as the Blofield Fuel Charity representative
- 9.2. Margaret Turner proposed (seconded by Joseph Scholes) Yvonne Burton and Brenda Dawson be appointed as the Parish Council Reve Foundation and Relief-In-Need charity representatives. The Council unanimously approved this proposal.
- 9.3. Paul Culley-Barber proposed (seconded by Stella Shackle) that David Pilch and Richard Codling continue in their roles as parish tree wardens. The Council unanimously resolved to approve this proposal.
- 9.4. Rob Christie proposed (seconded by Joseph Scholes) that Peter Mackness and Malcolm Bishop continue in their roles as footpath wardens. The Council unanimously resolved to approve this proposal. Clerk to establish if both wardens are still able to continue with this role.
- 9.5. The Council agreed to leave the Town Pit pond representative position vacant.
- 9.6. Stella Shackle proposed (seconded by Joseph Scholes) that Pat Wilson and Nigel MacPherson continue as the two allotment representatives. The Council unanimously resolved to approve this proposal.
- 9.7. The Council unanimously resolved to appoint Stella Shackle, Joseph Scholes and Rob Christie as the Local Authority Cluster representatives.
- 9.8. The Council unanimously resolved to appoint Margaret Turner as the Blofield churchyard representative.
- 9.9. Rob Christie proposed (seconded by Margaret Turner) Paul Baverstock be appointed as the youth advocate for the council. The council unanimously resolved to approve this proposal.
- 9.10. The council unanimously resolved to appoint Martin Brocklebank as the website administrator supported by Paul Culley-Barber.
- 9.11. The council unanimously resolved to appoint Paul Culley-Barber, supported by Joseph Scholes, as the facebook representatives.

**10. FINANCE APPOINTMENTS**

- 10.1. Rob Christie proposed (seconded by Yvonne Burton) Nigel MacPherson take on the role of Finance Chair. The council unanimously resolved to approve this proposal.
- 10.2. The council unanimously resolved to appoint Rob Christie, Paul Baverstock, Margaret Turner, Nigel MacPherson and the Clerk as members of the finance working party.
- 10.3. The council unanimously resolved to appoint Pat Wilson to continue in the role as internal 'finance control' for the council (to check finances quarterly).
- 10.4. Nigel MacPherson proposed (seconded by Margaret Turner) the continuation of Mrs Pauline James as the Council's Internal Auditor. The council unanimously resolved to approve this proposal.
- 10.5. The Council unanimously resolved to approve Stella Shackle, David Ward, Nigel MacPherson and Rob Christie as the council cheque signatories.

**11. CLOSE THE MEETING**

There being no further business the meeting closed at 7:25pm.

Signed.....

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