

Town Council Meeting

Kidsgrove Town Council
Victoria Hall
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Kidsgrove
Staffordshire
ST7 4EL

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Minutes of the Annual Town Council meeting held on 17th May 2018

- 18/1/01** Present
Cllrs Burgess, Burnett, Cartwright, Cooper, Dickens, Dillon, Dodgson, Dymond, Johnson, Jukes, H Maxfield, M Maxfield, B Owen, J Owen, Robinson, Stubbs, J Waring, P Waring and Wareham-Jones.

In attendance: Kristian Oakes (Assistant Town Clerk) and Steve McQuade (Town Clerk)
- 18/1/02** To elect the Town Mayor and sign the acceptance of office
Cllr Robinson proposed that Cllr Stubbs be elected as Mayor. The proposal was seconded by Cllr Dillon and members **resolved** to elect Cllr Stubbs as Mayor.
- 18/1/03** To elect the Deputy Town Mayor and sign the acceptance of office
There were two seconded nominations for the office of Deputy Town Mayor. Cllrs Cartwright and H Maxfield. Following a vote members **resolved** to elect Cllr Cartwright as Deputy Mayor.
- 18/1/04** To confirm and sign the minutes of the meeting held on 6th February 2018
The minutes were agreed and signed as an accurate record.
- 18/1/05** To consider a resolution from the Mayor to vary the order of business from that set out in Standing Orders so as to enhance the civic procedures (revised order set out on this agenda)
Members **resolved** to accept the order of business as set out on the agenda.
- 18/1/06** To receive and consider apologies for absence.
Apologies were received and accepted from Cllr Bowyer. Members **resolved** that Cllr Bowyer be given dispensation to sign the acceptance of office before the next meeting of Council.
- 18/1/07** To note declarations of Members' interests.
There were no declarations made.
- 18/1/08** To propose a vote of thanks and to present a past Mayor's Medal to the outgoing Mayor.
Chairman's Initials.....

Cllr Dillon to reply.

A vote of thanks was proposed by Cllr Stubbs who thanked Cllr Dillon for all her hard work over the past twelve months. The vote of thanks was duly proposed, seconded and accepted. Cllr Dillon spoke in response thanking everyone for their support and expressed her pride at having served the Council and people of Kidsgrove. Cllr Dillon flagged up the success of the Ranger Service and the range of events delivered in the town over the Mayoral Year as key successes for the Town Council.

Special thanks were given to Cllr Dymond for her endeavours as the Mayor's consort and to the 'deputy consort' (Chis Dillon).

Cllr Dillon referenced her pleasure at having raised money for her Mayoral charities. The money raised will be distributed to the following charities **Help**

Finally Cllr Dillon thanked Cllr Stubbs for his support as Deputy Mayor over the past year.

Cllr Stubbs then presented a past Mayor's medal to Cllr Dillon.

18/1/09 To receive an address from the Town Mayor
The new Mayor Stubbs thanked members for electing him to the office of First Citizen. Cllr Stubbs referenced his longstanding family connection with the civic life of the Town.

Cllr Stubbs also highlighted his duty to support all members in a non political way from the office of Mayor. Cllr Stubbs referenced the trust placed in all members to deliver better things for the people of Kidsgrove in the coming years through delivering a shared vision.

Cllr Stubbs confirmed that his charities would be as follows Kidsgrove First responders (50%, **Goldenhill British Legion (25%) and Kidsgrove Lads and Dads (25%)**).

Cllr Stubbs then announced that his wife Cathy would be his consort and that former councillor Lyn Jackson would act as Deputy Consort

18/1/10 Public Participation
A period not exceeding 15 minutes for members of the public to ask questions or submit comments

The following comments and statements were made:

- Mrs Fogg raised a number of issues related to Council performance. These included a critique of the Council website, the performance of the answer phone in the office, office opening hours, the absence of a published calendar of meetings, officer travel costs and a wish to inspect the accounts. The Mayor responded that the performance issues would be reviewed as part of modernising the council, that travel costs were reimbursements and that the Clerk would be pleased to take Mrs Fogg through the accounts.
- Mr Frost asked a question about statutory functions and the Clerk volunteered to talk to the gentleman after the meeting.

18/1/11 To consider a resolution from the Mayor to approve subsequent agenda items as set out on the agenda.
Members **resolved** that all items of business be deferred except that the GDPR policy be approved. Members then agreed to close the meeting.

Chairman's Initials.....

- 18/1/12** To note the minutes of Committee meetings held since Council in February - None
There were no minutes to note.
- 18/1/13** To consider and approve delegations to officers and members
The matter was deferred.
- 18/1/14** To consider and approve the terms of reference of Committees (deferred until next meeting)
The matter was deferred.
- 18/1/15** To consider the approval of Committee structures and nominations to new and existing Committees (deferred until next meeting)
The matter was deferred.
- 18/1/16** To consider, review and approve Standing Orders and Financial Regulations
The matter was deferred.
- 18/1/17** To consider matters related to arrangements with and contributions to other authorities¹
The matter was deferred.
- 18/1/18** To consider and approve representations on outside bodies (deferred until next meeting).
The matter was deferred.
- 18/1/19** To confirm the Council's adoption of the Councillor Code of Conduct as set out on the Borough website.
The matter was deferred.
- 18/1/20** To consider and adopt the General Power of Competence and confirm that the Council meets the relevant criteria to do so².
The matter was deferred.
- 18/1/21** To review, consider and approve matters related to:
1. The inventories of land, assets and office equipment (copies available from the Clerk prior to the meeting)
 2. Provision of insurance cover (copies of current schedule available from the Clerk prior to the meeting).
 3. Officer and Member membership of other bodies – Assistant Clerk's membership of SLCC (post completing CiLCA qualification)
 4. Affiliation to Staffordshire Parish Council Association.
- The matter was deferred.
- 18/1/22** To approve current procedures relating to:
1. Complaints procedures
 2. Freedom of Information and Data Protection
 3. Media relations
- The matter was deferred.

¹ There are no matters to be determined.

² All members were elected at the last Council elections and at least one employee is suitably qualified.

Chairman's Initials.....

- 18/1/23** To consider and approve the dates of Council meetings (dates to be confirmed, subject to the principle of meeting every other month on the third Thursday of the month). Members agreed to finalise the calendar at a later date.
- 18/1/24** To confirm the names of bank signatories as the chairs of the committees (once confirmed), the Mayor and the Deputy³.
The matter was deferred.
- 18/1/25** To receive and note the annual audit letter from Grant Thornton related to the financial year 2016/7
The matter was deferred.
- 18/1/26** To consider and approve payments since the previous meeting as set out in the schedules. Schedule from previous meeting to year end. Payments since 1st April to be approved at next meeting.
The matter was deferred.
- 18/1/27** To consider the Council's risk register
The matter was deferred.
- 18/1/28** To consider the adoption of a policy on the General Data Protection Regulations
Members **resolved** that the policy is adopted.
- 18/1/29** To note the date of the next meeting – To be agreed
The date of the next meeting will be confirmed at a later date.

Meeting Closed: 19:43

³ Existing signatories to remain authorised until committees appoint their Chairs.

Chairman's Initials.....