

TOW LAW TOWN COUNCIL

Minutes of the Annual General Meeting of **Tow Law Town Council** held on Tuesday **21st May 2013** in the Community Centre commencing at **6.30pm**

Present: Councillors: J. Gale (Chairman), T. Batson, A. Blacker, L. Brown, A. Green, R. Grogan, E. Hindmoor, M. Hird, L. Rowland P. Stokes and C. Umpelby.

Also Present: County Councillor J. Hart and G F Smith (Clerk).

AGM 01/13 Election of Chair

Nominations were received for Councillor Gale and Green.

It was agreed to vote by a show of hands.

The Result of the vote was Councillor Gale 9 votes and Councillor Green 2 votes.

Councillor Gale was voted as the Chairman of the Town Council for the year 2013/14.

AGM 02/13 Declaration of Acceptance of Office of Chairman

Councillor Gale signed the Declaration of Acceptance of Office of Chairman, countersigned by the Proper Officer (Town Clerk) and witnessed by Councillors present at the meeting.

AGM 03/13 Declaration of Acceptance of Office of Councillor

Councillor Grogan and Stokes signed the Declaration of Acceptance of Office of Councillor, countersigned by the Proper Officer (Town Clerk) and witnessed by Councillors present at the meeting.

AGM 04/13 Declaration of Interest

Councillor Rowland declared an Interest in agenda item 8 – proposed co-option of new Councillor.

AGM 05/13 Election of Vice Chairman

Nominations were received for Councillor Green and Rowland.

The result of the vote was Councillor Rowland 9 votes Councillor Green 2 votes.

Councillor Rowland was voted as the Vice Chair of the Town Council for the year 2013/14.

AGM 06/13 Representation by Residents

None

AGM 07/13 Proposed co-option of New Councillor

Members agreed to interview the following candidates:-

Amanda Rowland, 35 Attlee Estate
Janet Fowler, 36 Wolsingham Road

AGM 08/13 Cheque Signatories

Members agreed the following:-

- a) For Councillor Batson and Gale to continue as authorised signatures
- b) For Councillor Blacker and Rowland to be added to the authorised signatures.
- c) To continue with two Councillors to sign Council's cheques.

AGM 09/13 Committee Membership

The Chair and Vice Chair are to review Membership/Structure of Committees.
Report to a Special Town Council Meeting.

AGM 10/13 Appoint Representatives to Outside Bodies

A) Community Association – Councillors Gale and Stokes (already members of the Management Committee) other Councillors can attend their meetings on an informal basis.

B) Governor, Millennium School (replacing Councillor Graham)
Some confusion over the election/nomination process at the School as Councillor Hird had already been nominated to fill vacancy.

Nomination were received for Councillor Hird, Rowland and Stokes.

The result of the vote was Councillor Hird 8 votes Councillor Rowland 2 votes and Councillor Stokes 1 vote.

Councillor Hird was nominated for the vacancy of Governor at the Millennium School (Clerk to contact Head Mistress regarding the nomination process).

AGM 11/13 Unaudited Statement of Accounts for the year ended 31st March 2013

Members agreed to accept the unaudited statement, as follows:-

Details	£.p
Balance as at 1st April 2012	51.18
Precept	29606.00
Other Income	18754.02
	<u>48411.20</u>
Less Expenditure	39920.39
Balance as at 31st March 2013	<u>8490.81</u>
INCOME	
Precept	29606.00
Double Taxation	52.00
N-Power Community Fund	3177.12
DCC-Participatory Budget Grant	8700.00
Holiday Activities - Bus Fares	275.00
Allotment Rents	556.61
Sale of Jubilee Medals	119.64
DCC - AAP Grant	5500.00
VAT	373.65
	<u>48360.02</u>
EXPENDITURE	
Staff Costs	18,665.98
Admin Expenses	583.79
Office Rent	3,400.00
N-Power Community Fund	2,215.00
Audit Fees	473.25
Holiday Activities	390.00
Donations	69.25
Councillor Training	67.00
Allotments	303.65
Grants	10,268.60
Miscellaneous	3,110.22
Vat	373.65
Total	<u>39,920.39</u>

AGM 12/13 Standing Orders
No amendments

AGM 13/13 Financial Regulations
 No amendments

AGM 14/13 Register of Assets
 Members agreed to accept the report of the Town Clerk, adjusting value of stone entrance features and reduce number of seats from 4 to 3 (seat damaged and taken away from Pennine View), Total £8935.00. Copy attached to these minutes.

AGM 15/13 Risk Assessment Statement
 Members agreed to accept the report of the Town Clerk, copy attached to these minutes

AGM 16/13 General Power of Competence (GPC)
 Local Councils in England can obtain GPC if they meet two criteria as the Localism Act 2011, sections 1 to 8. This is the Power to do anything that individuals generally may do, as long as they don't break other laws. It is the Power of first resort.
 The Town Council hereby resolve the availability of the freedom of The General Power of Competence by meeting two criteria for eligibility (Localism Act 2011 section 8) set out in the Statutory Instrument known as "The Parish Councils (General Power of Competence) (prescribed conditions) order 2012", which came into force in April 2012.

Criteria One

11 Councillors were elected at the last Ordinary Election (2nd May 2013) which exceeds two thirds of its total number of Councillors (12)

Criteria Two

The Clerk and the Assistant Clerk have passed the CILCA Qualification plus undertaken the relevant training and passed section 7 of the CILCA 2012 in order to be fully qualified.

The Council therefore seek to use The General Power of Competence as from 21st May 2013 until the first Annual Meeting of the Parish Council after the next Ordinary Election (Normally takes place every four years).

Meeting finished at 7.10pm

Signed by the Chairman.....page 3