

CHILTON TOWN COUNCIL



Minutes of Annual General Meeting
Held at Hutton House,
Durham Road, Chilton on
Tuesday 13th May 2008
At 6.00 p.m.

Mayor: *A. Bruce* **Deputy Mayor:** *L. Potts*

Present: *Councillor's, Mrs G. Attwood, Mrs M. Walton, Mrs E. Bruce, J. Lee, B. Jones, P. Davies. E. Campbell, V. Collinson, Mrs M. Errington, B. Turner.*

Town Clerk: *P. Gray*

Apologies: *None*

Press: *None*

Members of the Public: *None*

1 **Mayor's Remarks**

The Mayor, Maureen Errington welcomed all to the meeting and thanked the members for their support in her term of office. Councillor Errington thanked all the people who have helped out at the civic events over the year. Councillor Errington informed members that she had raised £2948.44 during the year.

2 **Election of Mayor and Deputy Mayor**

Councillor Errington asked members is it their wish that the Deputy Mayor, Alan Bruce be elected Mayor for the forthcoming municipal year with immediate affect, members agreed it was. Councillor Errington transferred the chains of office to Councillor Bruce. Councillor A. Bruce thanked members for their support chaired the rest of the meeting.

There was only one nomination for Deputy Mayor and that was Councillor Leonard Potts.

It was **RESOLVED** that Councillor A. Bruce be appointed Mayor and Councillor L. Potts to be the Deputy Mayor for the forthcoming civic year 2008 /09 with immediate effect.

3 **Mayor's Allowance.**

It was agreed at the precept meeting (February 08) that the Mayors allowance remain the same for 2008/09 £800.00

It was **RESOLVED** that the Mayor's allowance be set at £800.00

4 **Dates and time of Town Council Meetings**

The meetings of the Town Council shall be on the second Tuesday of the Month (excluding August) at 6.30 p.m.

Town Annual General Meeting

The meeting of the town's Annual General Meeting was set for 22nd May 2008 at Chilton Workingmen's Club between 6.30 p.m. and 7.00 p.m.

5 **Appointment of members to serve on;**

The following members were appointed to the various committees

Northumbria In Bloom Committee

Councillors G. Attwood, M. Errington, M Walton, A. Bruce, Mrs E. Bruce.

Allotment Committee

Councillor's J. Lee, P. Davis, E. Campbell.

Durham Association of Parish & Town Councils

Councillors J. Lee and V. Collinson.

Citizens Advice Bureau

Councillor Brian Turner.

Police Consultative Committee

Councillor Victor Collinson.

Sedgefield Community Safety Panel

Councillor Victor Collinson.

Finance and Planning Committee

It was agreed all members to serve on the Finance & Planning committee.
The Finance & Planning Committee shall meet the 2nd Tuesday of the month (excluding August) at 6.00 p.m.

Area 2 Forum

Councillor J. Lee, V. Collinson.

Chilton Partnership

Councillor M. Walton.

Cemetery Committee

Councillor's A. Bruce, J.B. Turner, J. Lee.

Human Resources Committee

Councillor's V. Collinson, A. Bruce, M. Errington, E. Bruce, G. Attwood

Sedgefield District Local Council Committee

Councillor's B. Jones, J. Lee.

West Chilton Residents Association

Councillor E. Campbell.

Complaints Panel

Any five members to convene a meeting of the complaints panel when necessary.

Christmas Lights Committee

Councillor's M. Errington, G. Attwood, M. Walton.

Regeneration Committee

All members to serve on the regeneration committee.

It was **RESOLVED** that the named members above sit on their appointed committees for the forthcoming municipal year 2008/09.

6 **Annual Review of Risk Assessment.**

The clerk informed the members that the annual review of risks facing the Council was required. The clerk produce a document were the members agreed the information and were satisfied that all risks highlighted and that adequate internal and external processes are in place.

It was **RESOLVED** to accept the clerks report and to use the risk assessment software to keep the Councils risk assessments up to date.

Copies are available from the clerk if required.

It was **RESOLVED** to accept the risk assessment document for 2008/09

7 **Acceptance of revised Cemetery Rules & Regulations**

Members agreed the proposal to amend the Cemetery Rules & Regulations for 2008.

It was **RESOLVED** to accept the proposal to amend the Cemetery Rules & Regulations.

8 **Acceptance of the Revised Cemetery Fees for 2008**

Members agreed to increase the cemetery fees in line with other local authorities. The cemetery fees were last increased by the Council in 2006.

It was **RESOLVED** to increase the cemetery fees for 2008.

9 **Revised Standing Orders 2008**

Members agreed and accepted the revised Standing Orders for 2008.

It was **RESOLVED** to accept the revised Standing Orders.

There being no other business the Annual General Meeting of Chilton Town Council held at Hutton House, Chilton ended at 6.15 p.m.

Next A.G.M. Tuesday 12th May 2009 at 6.00 p.m. Hutton House

Signed as a true and correct record.....

Councillor A. Bruce, Mayor