

UGTHORPE AND HUTTON MULGRAVE PARISH COUNCIL

Annual Parish Council Meeting

**Minutes of the meeting held on Tuesday, 3 May 2016 at 7.00pm
at St Anne's Hall, Ugthorpe**

Present: Cllrs J Jefferson, J White, C Hodgson, R Clay and S Brown;
L Fletcher, Clerk and one member of the public

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chairman welcomed members and Mrs M Gallon to the meeting.
There was one apology from Cllr S Stroyd.

2. ELECTION OF CHAIRPERSON

Cllr J Jefferson agreed to stand again as Chairman, proposed by
Cllr S Brown and seconded by Cllr R Clay.

3. ELECTION OF VICE CHAIRPERSON

Cllr S Brown agreed to remain as Vice Chairman, proposed by
Cllr J White and seconded by Cllr R Clay.

4. DECLARATIONS OF ACCEPTANCE OF OFFICE

The declarations of Acceptance of Office were signed.

5. MINUTES OF THE LAST AGM

The minutes of the last Annual Parish Council Meeting were read,
agreed a true record and signed, proposed by Cllr J White, seconded
by Cllr S Brown.

6. MATTERS ARISING

6.1 The black and white markers at the junction with the A171 were still
missing, and planeings are still needed at the passing place on Broom
House Lane, the Clerk to follow up with the Highways Dept. again.

6.2 The telephone box is out of order again, the Clerk to follow up.

6.3 Parking on pavements - legislation currently being debated in
Parliament.

SignedChairman

Date

7. CHAIRMAN’S REPORT

There was a bad start to the year when only one Councillor was elected and the Council was inquorate meaning no business could be carried out for three months.

Cllr Steve Stroyd was co-opted onto the Council later in the year. No vandalism has been reported but a few burglaries had taken place.

8. FINANCIAL REPORT

The Annual Return has undergone internal audit, was signed and could now be returned to Littlejohn LLP for external audit, proposed by Cllr J White and seconded by Cllr R Clay.

9. REVIEW OF ASSET REGISTER

The Asset Register has been updated and signed, the Council’s total assets amount to £10,506.98, proposed by Cllr S Brown, seconded by Cllr R Clay.

10. REVIEW OF RISK ASSESSMENT

The Risk Assessment document was reviewed, agreed and signed, proposed by Cllr S Brown and seconded by Cllr J White.

11. PUBLIC PARTICIPATION SESSION

Mrs Gallon enquired if she is covered by the Council’s insurance when she is maintaining the parish seats, the Clerk to follow up. Colin Baker to be asked to repair the seat at the top of Mill Hill. The Chairman thanked Mrs Gallon for her help over the past year and for her attendance and the meeting closed at 8.00pm.

SignedChairman

Date