MINUTES

Fulford Parish Council
Annual Meeting of the Council
Full Council Meeting

Thursday 9th May 2024
Fulford Village Hall

Present:
Cllr Carol Baskin
Cllr Gareth Brunt
Cllr Anthony Meredith
Cllr Peter Wilkinson
Cllr Karen Deeth
Cllr Jean Whitham
Cllr Paul White
Cllr Jane White
Cllr Teri Elder (arrived 1925hrs)
Cllr Andrew Lovatt
Cllr Connor Marlow

SBC Cllr Michael Dodson
SBC Cllr Alec Sandiford (left at 1935hrs)

In attendance:
Mrs Gemma Keiher-Knapper (Clerk/RFO)

Meeting started at 1915hrs

AMC001/24 **Public Participation**.
There were no members of public in attendance.

AMC002/24 **ELECTION OF THE CHAIRMAN.**

Cllr Jane White

Proposed: Cllr P Wilkinson	**Seconded: Cllr C Baskin**

For: 8	**Against: 0**	**Abstentions: 0**

It had been previously agreed by full council that the Chairman and Vice chairman positions would roll through the Wards each year. This year there was not a nomination from Meir Heath Ward, so the Chair position rolled to Blythe Bridge Ward.

AMC003/24 **ELECTION OF THE VICE CHAIRMAN.**

Cllr Gareth Brunt

Proposed: Cllr C Baskin	**Seconded: Cllr P Wilkinson**

For: 8	**Against: 0**	**Abstentions: 0**

Again, it had been previously agreed by full council that the Chairman and Vice chairman positions would roll through the Wards each year. This year there was not a Chair nomination from Meir Heath Ward, so it rolled to Blythe Bridge Ward for Chairman so therefore the Vice chair position rolled to Rough Close Ward.

AMC004/24 **Acceptance** of Office

The newly appointed Chairman and Vice Chairman signed their acceptance into office.

AMC005/24 **Apologies** for Absence.
Cllr Angela Noblett and Cllr Allen Gilbert.

AMC006/24 **Declarations of interest and dispensation** (from agenda).
None.

AMC007/24 **Register of interest and dispensation.**
All Parish Councillors were reminded to keep their disclosable pecuniary interests in accordance with the Localism Act 2011up to date.

AMC008/24 Full Council approved the minutes of:
a) Full Council Meeting Thursday 11th April 2024.

AMC009/24 To receive a **Report** from the Police
The PCSOs did not attend.

Cllr Teri Elder arrived 1925hrs

AMC010/24 To receive **Report** from:
a) Stafford Borough Councillors

Cllr Alec Sandiford informed the meeting that SBC is quiet as the new Mayor is being appointed. Cllr A Sandiford also informed the meeting that he has been working through the ongoing issues with:
-Morgans House.
-Persiman and Green Belt for Stallngtons' on going issues.
-Possible two more bins on Grindley Lane.

-Finally new light on Green Lane and a bulb upgrade.
-Submitted a formal complaint to Severn Trent with regards to Meir Heath ongoing issues.

Cllr Mike Dodson reported that still not having Officers in the office is making SBC Councillors a lot harder more frustrating and very time consuming. Nothing further to report as Cllr Mike Dodson has been attending to personal issues over the last couple of weeks,

b) County Councillor did not attend.

Cllr Alec Sandiford left at 1935hrs

AMC011/24 **Clerks Report**
The Clerk's report was distributed to all members. The following key points were raised:

- Grindley Park footpath edging is now complete to hopefully preserve the tarmac path.
- Shared the Wardens job lists for the month ahead.
- Blythe Bridge Wards Highways defects is now complete.
- Community Bus starts in June.
- Request to loan Tommys for Armed Forces Day.
- Post box is now erected and flagpole installation due next week.
- Possible new allotment site soon.

AMC012/24 Review **delegation** arrangements
Fulford Parish Council reviewed and approved delegation arrangements as per updated Financial Regulations.

AMC013/24 Review **Terms of Reference**
Fulford Parish Council delegated reviewing Terms of Reference to each Committee as the first committee agenda item.

AMC014/24 Existing and new **Committees and Working Groups**.

a) **Planning Committee**
Cllr P White, Cllr K Deeth, Cllr A Noblett, Cllr A Meredith, Cllr A Lovatt, Cllr T Elder and Cllr Marlow.
b) **Communications Committee**
Cllr A Gilbert and Cllr P White.
c) **Staffing Committee**
Cllr C Baskin, Cllr J White, Cllr G Brunt and Cllr P White and Cllr Wilkinson.
d) **Governance Committee**
Cllr J White, Cllr P Wilkinson and Cllr C Baskin.
e) **Financial and General-Purpose Committee**
Cllr A Gilbert, Cllr A Noblett and Cllr K Deeth and Cllr G Brunt
f) **Highways Working Group**
All welcome to attend.
g) **Grindley Park Working Group**
All welcome to attend.
h) **Complaints Committee**
Cllr J white, Cllr C Baskin, Cllr A Gilbert, Cllr P Wilkinson
i) Monthly Committee meetings will continue to be the first Monday of the month at 1800hrs.
j) Cllr P Wilkinson to remain the Parish Council representative for **Fulford Village Hall** and Cllr J White and Cllr T Elder as Parish Council representatives for **Meir Heath and Rough Close Village Hall.**

AMC015/24 **Accounts/Finance:** Fulford Parish Council approved:
a) April 24 Accounts and Bank Reconciliation.
b) April 24 Payments list (see attached).
c) Approved Bank Signatories
Cllr C Baskin, Cllr A Meredith, Cllr P White Cllr Brunt and Cllr Noblett
d)Approved to continue with online payments.
e) Approved Annual Governance Statement.
f) Approved Annual Accounting Statement.
g) Noted internal audit report
g) Approved Kim Squires Services for Internal Audit 2024/25.

AMC016/24 To note the continuation of General Power of Competence.

AMC017/24 To consider **Planning Applications** received.
No comments.

AMC018/24 **Report** from Fulford Parish Council Chairman.
Cllr Jane White said that she is delighted to be elected as Chair and thanks the Councillors for their votes but would particularly like to thank Cllr Peter Wilkinson for being a great Chair to Fulford Parish Council over a very difficult couple of years and getting the Parish Council back on track.

AMC019/24 Reviewed and approved **Fulford Parish Councils Policies**:
a) Standing Orders.
b) Financial Regulations.

AMC020/24 Fulford Parish Council approved an application to Stafford Borough Council for designated **Neighbourhood area plan**.

Confidential Items to be discussed at the end of the meeting if Public and Press are present.

AMC021/24 Fulford Parish Council approved the purchase of a **D Day Flag**.

AMC022/24 Fulford Parish Council decided to purchase three different **gazebos** to establish which is preferred to purchase a further two.

AMC023/24 Fulford Parish Council were updated on the **fun day** and budget spend so far.

AMC024/24 Items for **next Agendas.**

AMC025/23 To **confirm Date**, Time and Location of next meeting.
Thursday 13th June 2024 at 1915hrs at Meir Heath and Rough Close Village Hall

Meeting Closed at 2030hrs

Signed **Date** **Position**