

Pilning & Severn Beach Parish Council Annual Parish Council Meeting held on Tuesday 6th May 2014 at 6.30pm at Pilning Village Hall, Pilning

COUNCILLORS Mr I L Roberts, Mr M Pruett, Mrs J A Fennell, Mrs N Chappell,
PRESENT (8) Mr Ivor W Humphries, Mrs FCA Barr MBE, Mrs C E Woodhouse & Mr Kevin Weeks

Also Present: - Mrs Victoria Bywater (Clerk), Mr J Mason of Marsh Common Road and District
Councillor Robert Griffin of Shaymoor Lane, Pilning.

| Item Number | Details |
|--|---|
| 2014-1 Election of Chairman | FCAB nominated IR, seconded by JF. 7 agreed, 1 no response. IR confirmed to the Clerk he was willing to continue as Chairman. |
| 2014-2 Election of Vice-Chairman | FCAB nominated IvorH, seconded by NC. Unanimously agreed. IvorH confirmed to the Chairman he was willing to continue as Vice-Chairman. |
| 2014-3 Declaration of Acceptance of Office | The Chairman read and signed the Declaration of Acceptance of Office. This was witnessed by the meeting and signed by the Clerk. |
| 2014-4 Administration of the Council | <ul style="list-style-type: none"> a) Appointment of Responsible Financial Officer The Clerk confirmed she was happy to continue with this role. All agreed. b) Appointment of Internal Auditor Randall & Co to continue as Internal Auditor. All agreed. c) Clerk The Clerk confirmed she was happy to continue with this role. All agreed. |
| 2014-5 Representatives | Officers were agreed as per Appendix A below. |
| 2014-6 Parish Insurance | The Clerk advised the meeting that although the premium had been paid for 2014/ 2015, the new play equipment and other necessary changes have been necessary. |
| 2014-7 Minutes of the Annual Parish Meeting | The minutes of the Annual Parish Meeting held on the 7 th April 2014 were read and signed by the Chairman as a true record. |
| 2014-8 Approval of Annual Accounts | Copies of the Annual Accounts had been circulated both at the Annual Parish Meeting held on the 7 th April 2014 and with the summons for this meeting. Proposed by CW, seconded by KW. All agreed. |
| 2014-9 Closure of meeting | The meeting closed at 6.55pm |

APPENDIX A- ELECTION OF OFFICERS

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|---------------------------------|-------------------|
| Chairman | Mr I Roberts |
| Vice-Chairman | Mr Ivor Humphries |
| Treasurers of Dep & Ex Inc A/cs | 1.Mr I Roberts |

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| Treasurers of Ben Fear A/c Treasurers of Burial A/c | 2.Mrs N Chappell 3.Mr I Humphries 4.Mrs F Barr MBE 1.Mrs F Barr MBE 2.Mrs C Woodhouse 1.Cemetery Clerk 2.Mrs N Chappell 3.Mr I Humphries |
| Terra/ Zeneca Committee | 1.Mr I Humphries 2.Mrs C Woodhouse 3.Mrs N Chappell 4.Mr I Roberts |
| Footpaths | 1.Mrs J Fennell 2.Mr K Weeks 3.Mr M Pruett 4.Mr I Roberts |
| Northwick Churchyard & Pilning Cemetery | 1.Mrs N Chappell 2.Mrs C Woodhouse 3.Mr A Lewis 4.Mr Ivor Humphries 5.Cemetery Clerk |
| Finance (Accounts and Precept) | 1.Mrs N Chappell 2.Mr Ian Humphries 3.Mr Ivor Humphries 4.Mrs C Woodhouse 5.Mr M Pruett 6.Cemetery Clerk |
| Care for the Elderly | Mrs C Woodhouse & Mrs J Fennell |
| Village Halls | Pilning – Mr A Lewis Severn Beach – Mrs J Fennell & Mr K Weeks (to alternate) |
| Almondsbury Charities | Mr Ivor Humphries |
| Edmonds & Cole | Mr M Pruett |
| Allotments | Pilning – Mr M Pruett Severn Beach – Mrs FCA Barr MBE |