

FULL SUTTON & SKIRPENBECK PARISH COUNCIL

SUBJECT TO PARISH COUNCIL RATIFICATION

The minutes of the Annual Meeting of the Full Sutton & Skirpenbeck Parish Council held in The Main Lecture Room of the Training Centre, HMP Full Sutton at 6.30pm Monday 18th May 2015.

1. **Present:** The Chairman Councillor E Pert and Councillors R Westmoreland, A Davies and P Kite. There were no apologies
 2. **Election of Chairman.** Chairman Pert offered to carry on the position, this was proposed by Councillor Kite and seconded by Councillor Westmoreland and the vote carried unanimously. The declaration of acceptance of office was duly signed and witnessed by the Clerk. Councillor Pert took the Chair.
 3. **Election of Vice Chairman.** Councillor Westmoreland was happy to continue his duties and to be elected again as Vice Chairman, this was proposed by Councillor Kite, seconded by Councillor Davies and the vote carried unanimously. The declaration of acceptance of office was duly signed and witnessed by the Clerk.
 4. **Election of Officers.**
 - Personnel Committee – Chairman Pert and Councillors Kite and Westmoreland.
 - Treasurer – Councillor Davies.
 - Skirpenbeck Play Area – Position still Vacant.
 - Community Partnership Forum – Chairman Pert.
 - ERNLLCA – Chairman Pert
 5. **Chairman's Report.** Chairman Pert read the Chairman's report for 2014/2015. A copy will be forwarded to the Clerk to file.
 6. The minutes of the Full Sutton & Skirpenbeck Annual Meeting of Thursday 15th May 2014 were confirmed as correct and signed accordingly.
 7. **Matters Arising.** There were no matters arising from the previous minutes.
 8. The closing accounts for the financial year 2014/2015 were approved by the Parish Council and signed by Chairman Pert. The Statement of Assurance was signed. The Internal Audit has already been completed by Claire Garside. The Clerk will arrange for all necessary documents to be sent to the external auditor.
 9. E Price, R Nightingale and M Dale did not stand for re-election, the Parish Council thanks them for all their hard work. A Councillor Vacancy notice was placed on the noticeboards as soon as the Elected Councillors had been announced and it was noted there were four Vacancies. There have been two applications. The candidates have been invited to speak at the next meeting with a view to being co-opted onto the Council.
 10. **Matters Arising.** There were no matters for discussion.
- The meeting was closed at 6.58pm.