

## **FULL SUTTON & SKIRPENBECK PARISH COUNCIL**

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 23<sup>rd</sup> May 2016.

1. **Present:** The Chairman Cllr P Kite and Cllrs C Wakefield, S Westmoreland, A Davies and P Beard. Apologies received from Cllrs R Westmoreland and R Milling.
2. **Election of Chairman.** AD proposed that PK remain Chairman, CW seconded and the vote was unanimous. The declaration of acceptance of office was duly signed and witnessed by the Clerk. Chairman Kite took the Chair.
3. **Election of Vice Chairman.** SW proposed that CW remain as Vice Chairman, PB seconded and vote carried unanimously. The declaration of acceptance of office was duly signed and witnessed by the Clerk.
4. **Election of Officers.**
  - Personnel Committee – Cllrs C Wakefield, R and S Westmoreland. Proposed by PK, seconded by AD, vote unanimous.
  - Skirpenbeck Play Area – No liaison needed as the play area committee has disbanded.
  - HMP Full Sutton – Chairman P Kite and Cllrs C Wakefield and R Milling. Proposed by PB, seconded by SW, vote unanimous.
  - Transport Champion – Cllr S Westmoreland. Proposed by AD, seconded by PB, vote unanimous.
  - Western Parishes Liaison Group – Cllr C Wakefield. Proposed by AD, seconded by SW, vote unanimous.
  - ERNLLCA – Chairman Kite. Proposed by CW, seconded PB, vote unanimous.
5. The Minutes of the Full Sutton & Skirpenbeck Annual Meeting of Monday 18<sup>th</sup> May 2015 were confirmed as correct and signed accordingly. This was proposed by PK and seconded by AD, the vote was unanimous.
6. **Chairman's Report.** Chairman Kite said that it has been a year of changes. The Councillors and Clerk have been working successfully to bring the Parish Council into compliance with the Transparency Code. The PC became inquorate due to the resignation of many Councillors brought on by the actions of one Councillor in particular, he has since resigned. Thanks goes to the Clerk for her fortitude during troubled times. The Chairman welcomed all the new Councillors who had joined in the year and stated that it is time now to move on and deal with the business at hand.
7. The closing accounts for the financial year 2015/2016 were approved by the Parish Council and signed by Chairman Kite. Proposed by CW, seconded by AD, vote unanimous.
8. The Annual Governance Statement was discussed at length. PK went through the Statement point by point and proposed that it had been adhered to, CW seconded this and the vote was unanimous.
9. The Accounting Statements 2015/16 were discussed, PK proposed they were accepted, SW seconded and the vote was unanimous.
10. The Internal Auditors report was noted.
11. The Clerk to reach out to the Community for nominations for a new Councillor.