

## Longdon Parish Council

**Minutes of Annual Meeting of Longdon Parish Council held 7.00pm on Tuesday, 8 May 2018 at Longdon WI Hall**

**Present:**           **Parish Councillors:** G Duckett, C Webb, P Couchman, H Hulme, A. Cliffe, B. Butler, J Watkins-Smythe, K Taylor  
**Clerk:** Mrs E. Bird.  
**Public Attendees:** 2  
**Apologies:** Cllrs Meere and Fullwood

Min No.	Item	Action
<p><b>1.</b> 1.1</p> <p><b>1.2</b></p>	<p><b>Election of Chair and Vice Chair for Longdon Parish Council</b>  It was proposed that Councillor Gina Duckett be appointed as Chair of Longdon Parish Council. Councillor Duckett said she was willing to become the Chair for the forthcoming Municipal Year.</p> <p><b>Resolved to appoint Councillor G. Duckett as Chair of Longdon Parish Council.</b></p> <p><b>Election of Vice Chair of Longdon Parish Council</b>  It was proposed that Councillor H. Hulme be appointed as Vice-Chair of Longdon Parish Council. Councillor H. Hulme said she was willing to become the Vice Chair for the forthcoming Municipal Year.</p> <p><b>Resolved to appoint Councillor H. Hulme as Vice Chair of Longdon Parish Council.</b></p>	
<p><b>2.</b> 2.1</p>	<p><b>Apologies &amp; Acceptance of Absence</b>  Apologies were received and accepted from Cllrs Fullwood and Meere.</p>	
<p><b>3.</b> 3.1</p>	<p><b>Declarations of Interest</b>  There were none.</p>	
<p><b>4.</b> 4.1</p>	<p><b>Declarations of Interest</b>  There were none</p>	
<p><b>5.</b> 5.1</p>	<p><b>Minutes of the Annual Meeting of Longdon Parish Council held May 2017</b>  The minutes from 9 May 2017 were noted.</p>	
<p><b>6.</b> 6.1 6.2 6.3 6.4</p>	<p><b>Membership of Committees and Working Groups</b></p> <p>The Chair proposed renaming the Committees and her proposals were accepted. Councillors then discussed which Members should sit on which Committees/Working Groups.</p> <ul style="list-style-type: none"> <li>6.2           • Administration Committee (formally Finance and General Purposes Committee)  It was agreed that the following Councillors sit on this Committee:  Councillors:  G. Duckett (Chair), C. Webb, J. Watkins-Smythe, B. Butler</li> <li>6.3           • Environment Committee (formally Highways and Open Spaces Committee)  It was agreed that the following Councillors sit on this Committee:  A. Cliffe, P. Couchman, H. Hulme, K. Taylor, G. Duckett</li> <li>6.4           • Planning Committee  Councillors discussed the creation of a Planning Committee. They agreed that initially all Councillors should be Members of the Planning</li> </ul>	

Signed.....

Date:.....

6.5	<p>Committee. However, after further discussion, decided to re-order Parish Council Agendas and to look at Planning Applications at the end of full meetings instead of creating a separate Committee to do this.</p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>a) to rename the Committees and to appoint Councillors to the Committees as detailed above, and;</li> <li>b) to ask the Clerk to contact Councillors not in attendance to establish which Committee they wished to sit on and to appoint them accordingly, and;</li> <li>c) to ask the Clerk to circulate dates for the first meetings of the Committees.</li> </ul>	
7. 7.1	<p><b>Outside Bodies</b></p> <p><b>Resolved to appoint the following Councillors to represent the Council at Outside Body Meetings:</b></p> <p><b>Management Committee Longdon Village Hall – Cllr B. Butler</b>  <b>Management Committee at Cannock Wood and Gentleshaw Village Hall – Cllr P. Couchman</b>  <b>Trustees of Beaudesert Sports Field and Recreation Ground – Cllr A. Cliffe</b>  <b>Board of Trustees Cotton Almshouses – Cllr H. Meere</b>  <b>Lichfield District Parish Forum – Cllr G. Duckett</b>  <b>Cannock Chase AONB Advisory Partnership – Cllr K. Taylor</b></p>	
8.	<p><b>Chair’s Allowance</b></p> <p>Councillors discussed the Chair’s allowance.</p> <p><b>Resolved to set the Chair’s Allowance for 2018/19 at £200.</b></p>	
	Meeting Ends 7.25pm	

Signed.....

Date:.....