

ANNUAL MEETING OF THE PARISH COUNCIL
Main Hall, The Old School Building, Main Steet

MINUTES

Tuesday May 16th 2023 at 7:30pm

Present: Cllrs L King (Chair) H Chadbourne-Doyle, R Fife, Y Greenfield, G Hadjigeorgiou, T Hazard
In attendance: J Sherrin (Clerk) and Cllr S Smith (GBC)

- 23/2192 Election of the Chair of the Parish Council** – Cllr L King unanimously elected
- 23/2193 Receipt of Chair’s Declarations of Acceptance of Office** – Declaration of acceptance of office duly signed by the Chair and the Clerk
- 23/2194 Election of Vice-Chair of the Parish Council** – Cllr P Hyde unanimously elected as Vice Chair
- 23/2195 Apologies for absence** Cllrs P Hyde (Holiday) J Johnson (Holiday) and D Yates (Prior engagement).
- 23/2196 Council members’ declaration of interests for items on the agenda** – Cllr Chadbourne-Doyle – Village Hall
- 23/2197 Terms of Reference and delegation arrangements for committees reviewed.** Minor changes marked in red approved. Cllr T Hazard to be removed as bank signatory.
- 23/2198 Appointment of members to committees and sub-committees**
- i) **Planning Committee**, 5 members – Cllrs D Yates, R Fife, T Hazard, L King and H Chadbourne-Doyle
 - ii) **Finance and General Purpose Committee**, 4 members – Cllrs P Hyde, Y Greenfield, J Johnson and L King
 - iii) **Old School Building Phase II Sub-Committee**, 6 members – Cllrs L King, Y Greenfield, H Chadbourne-Doyle, G Hadjigeorgiou, R Fife, J Johnson and T Hazard
 - iv) **Community Engagement Sub-Committee**, 5 members – Y Greenfield, G Hadjigeorgiou, J Johnson, H Chadbourne-Doyle, R Fife and L King
 - v) **Poplars Sub-Committee**, 5 members – Cllrs T Hazard, Y Greenfield, G Hadjigeorgiou, L King, J Johnson and D Yates
 - vi) **Amenities Sub-Committee**, 5 members – Cllrs P Hyde, G Hadjigeorgiou, H Chadbourne-Doyle, R Fife and Y Greenfield.
- 23/2199 To resolve into committees for the purposes of electing a Chair and Vice-Chair as appropriate of:**
- i) **Planning Committee** – Cllr D Yates unanimously elected as Chair. Cllr R Fife unanimously elected as Vice-Chair
 - ii) **Finance & General Purpose Committee** – Cllr Paul Hyde unanimously elected as Chair. Cllr J Johnson unanimously elected as Vice-Chair
 - iii) **HR Panel** – Cllr L King unanimously elected as Chair. Cllr J Johnson unanimously elected as Vice-Chair



To note Chair and Vice Chair of all other committees to be elected at the first meeting of that committee.

- 23/2200 To elect members of Steering Groups as below and instigate other Working Groups as appropriate:**
- i) **3G Steering Group**, 3 members – Cllrs Y Greenfield, T Hazard and J Johnson
 - ii) **Poplars Casual Play Area WG**, 3 members – Cllrs Y Greenfield, T Hazard and L King
 - iii) **Old School Building Phase II WG**, 3 members – Cllrs L King, P Hyde and D Yates
 - iv) **Communications and Website WG**, 3 members – Cllrs L King, G Hadjigeorgiou and H Chadbourne-Doyle
- 23/2201 To elect members to represent the Council to the following bodies and other organisations as appropriate:**
- i) School Liaison, 1 member – Cllr T Hazard
 - ii) Police Liaison, 1 member – Cllr G Hadjigeorgiou
 - iii) Village Hall, 1 member – Cllr H Chadbourne-Doyle
- 23/2202 To elect the Council’s Risk Assessment Panel**, 3 Members (from F&GP) – Cllrs J Johnson, Y Greenfield and L King
- 23/2203 To elect the Council’s Human Resources Panel**, 4 Members plus the Clerk (Chair of the Council and Chair of F&GP plus 2 with HR experience) – Cllrs L King, J Johnson, Yvonne Greenfield and G Hadjigeorgiou.
- 23/2204 Adoption of Standing Orders** – Reviewed unanimously approved.
- 23/2205 Adoption of Financial Regulations**– Reviewed and monitor changes marked in red unanimously approved.
- 23/2206 Determination of the time and place of meetings of the Parish Council** up to the next Annual Meeting of the Council - proposed schedule previously circulated. Unanimously approved. Cllr Adam’s limited availability to attend on Tuesdays discussed. Cllr Smith to propose to him that video link is used every second meeting to address this.
- 23/2207 Minutes from previous meetings**
- i) April 11th 2023 – previously circulated. Approved as a true record and signed by the Chair.
 - ii) Matters arising (not covered by the agenda – for information only) - None
- 23/2208 Opportunity for questions from members of the public** (15 minutes) – No members of the public present.
- 23/2209 County Councillor’s report** – Cllr M Adams gave his apologies
- 23/2210 Borough Councillor’s report** – Cllr S Smith provided an update. Parking statistics are being sent to Cllr Smith – will share more widely. He will be a member of the GBC Planning Committee again this year. Controversial application for 10 bedroom house on Lambley Lane – advice being given on how to frame comments. Has received copy of Parish Council’s comments. Written to EMR requesting meeting in early June. Is chasing Cadent re social values commitments following further significant disruption on the roads. Bin for Orchard Close ordered. Cllr Fife requested ones with recycling sections, Cllr Smith to enquire. New signs installed on Foxhill Rd re dog fouling. £3000 Community Fund now refreshed, so open to new requests. Parking in the village discussed. Cllr Smith and Adams have planned ‘walk-about’ to make assessment. Will provide brief to Parish Council once done. Noted County Council have improved match-funding grants available – Cllr Smith to send details to the Clerk. Traffic lights will be installed at Millfield Close this year at the same time as speed cameras to



minimise disruption. Hopes to re-invigorate plans for festival at the Poplars next May – agreed will need to begin planning soon.

23/2211

Finance matters

- i) Bills for Payment for April 2023 – Unanimously approved to pay
- ii) Late Bills for Payment for April 2023 – Unanimously approved to pay
- iii) Monthly accounts to end of April 2023 – Received and noted

23/2212

Correspondence – 23 residents have been in contact with the Parish Council requesting a Public Meeting regarding the Old School Trust / Carnarvon Room / Old School Building. A public meeting therefore to be organised.

23/2213

To receive minutes and recommendations of the following committees and sub-committees:

- (i) **Planning:** Minutes of meetings held on 9th May 2023 received and noted.
 - a. **Planning application** 2023/0316 1 Brookside Cottages - Replace existing conservatory with a single storey side extension. Reviewed. No objections.
- (ii) **Finance & General Purpose Committee:** No further meeting held in April
- (iii) **Amenities:** No meeting held in April 2023
- (iv) **Community Engagement:** Minutes of meeting held on 18th April 2023 received and noted. Feedback on ‘Big Coronation Party’ very positive. Cllr King gave credit to all those who participated in this well attended and well received event. Parish Council’s role in coordinating it was crucial. Input from the Post Office and Rainbows Leader for the competitions was greatly appreciated. Cllr Hadjigeorgiou thanked the Clerk for obtaining the £4.2k Lottery (Community Fund) grant to fund the event (which included the purchase of outdoor chairs and window boxes as a lasting legacy) and for co-ordinating the event. It was a good means of showcasing the facility and demonstrating the community value of the space and for bring families together. Propose new logo reviewed and unanimously approved.
- (vi) **Old School Building Phase II Committee:** No meeting held in April 2023. Meeting organised for Monday 22nd May. Cllr Smith invited to join it.
- (v) **Poplars Sports Ground Committee:** Minutes of meeting held 17th April 2023 received and noted.

23/2214

Information update: No further updates.

Cllr S Smith left at 8:30pm

Due to the confidential nature of the item to be transacted, members of the public are kindly requested to exit the meeting.

23/2215

Report for next edition of ‘The Magazine’ – Publication reviewed and approved. Public meeting to be held Tuesday 20th June at the Primary School.

23/2216

Date of next meeting: Annual Parish Meeting – Tuesday 23rd May 2023. Next Full Council Meeting - Tuesday June 13th 2023 at 7:30pm

Meeting closed 8:50pm

Signed: _____
Chair of Burton Joyce Parish Council

Date: _____

