



MINUTES OF THE ANNUAL (General) MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 10 MAY 2018 AT 8.00PM

Cllr Saxon – In the Chair

David Allison – Clerk to the Council
Ryan Bennett – Administrative Assistant

AGM136/18 Election of Chairman

It was proposed by Cllr Hobbs and seconded by Cllr Wallington that Cllr Saxon be nominated Chairman for the year 2018/2019. There were no other nominations.

Resolved:

- That Cllr Saxon be elected Chairman of Croxley Green Parish Council for the year 2018/2019.

AGM137/18 Acceptance of Office

Cllr Saxon accepted the Chairmanship and then duly signed the Declaration of Acceptance of Office which was countersigned by the Clerk.

AGM138/18 To Record Those Present and Apologies for Absence

Present: Cllrs Bains, Baldwin, Benner, Cole, Collingwood, Edmunds, Gallagher, Hobbs, Montague & Wallington.

Voting Members: 11

Not Present: Cllr Kaur

Apologies had been received from Cllrs Hollands, Mitchell, Ridley & Vassiliou.

There were no Members of the public present.

AGM139/18 Election of Vice Chairman

The Chairman asked for proposals for the office of Vice Chairman of the Council for the year 2018/2019. It was proposed by Cllr Bains and seconded by Cllr Montague that Cllr Gallagher be elected Vice Chairman. There were no other nominations.

Resolved:

- That Cllr Gallagher is elected Vice Chairman of Croxley Green Parish Council for the year 2018/2019.

AGM140/18 Appointment and Composition of Committees

AGM140.1/18

Resolved:

- That in accordance with Standing Order 19.2, the following Committees are appointed: Finance and Administration Committee; HR and Compliance Committee; Planning and Development Committee; Environment and Amenity Committee.

AGM140.2/18 The Clerk advised that Standing Orders state that there should be a maximum of 7 Members per Committee. He added that the Chair and Vice Chair of Council were automatically Members of both Committees.

Resolved:

- That the Environment & Amenity Committee shall consist of Cllrs Benner, Cole, Collingwood, Edmunds, Kaur, Montague and Vassiliou.
- That the Planning & Development Committee shall consist of Cllrs Bains, Baldwin, Hobbs, Hollands, Mitchell and Wallington.

Cllr Ridley is without portfolio and not on any Committee.

The Clerk advised that the Finance and Administration Committee is comprised of the Chair and Vice Chair of the Council and of both Committees.

The Clerk advised that the HR and Compliance Committee is comprised of the Chair and Vice Chair of the Council plus two Cllrs. Cllrs Cole and Mitchell indicated they would like to serve on this Committee.

Resolved:

- That Cllrs Cole and Mitchell are members of the HR and Compliance Committee together with the Chair and Vice Chair of the Council.

AGM141/18

Chairman and Vice Chairman of Standing Committees

The Chairman declared an adjournment to allow the Committees to elect their Chairman and Vice Chairman.

When the meeting reconvened, it was reported that the Committees would have the following Chairman and Vice-Chairman for the year 2018/2019:

	P&D Committee	E&A Committee	F&A Committee*
Chairman	Cllr Mitchell	Cllr Cole	Cllr Saxon
Vice-Chairman	Cllr Hollands	Cllr Montague	Cllr Gallagher

*The F&A Committee comprises of six members – Chair and Vice Chair of the Council, P&D and E&A.

AGM142/18

To receive reports from Council Representatives on Outside Bodies 2018/2019

AGM132.1/18 – Three Rivers Environmental Forum – Cllr Cole.

Cllr Cole informed members that he had attended one meeting of the forum since taking over the responsibility. He indicated that the forum was informal in nature and that a presentation on the effects of HS2 was presented to those in attendance.

AGM132.2/18 – NHS Local Representation (Community Voice)

The Clerk advised that no information had been received from Community Voice during the year in order to pass on to the Council's representative, Cllr Kaur. Cllr Kaur was not present at the meeting to report any information she may have had regarding the project.

AGM143/18

Council Representation on Outside Bodies and Organisations 2018/19

AGM423.1/18 – Joint Committee of Parish Councils – The Clerk advised that the representatives from Croxley Green Parish Council are normally the Chairman, Vice-Chairman and the Clerk.

Resolved:

- That the Chairman, Vice-Chairman and the Clerk represent the Parish Council on the Joint Committee of Parish Councils.

AGM143.2/18 – Three Rivers Environmental Forum – Cllr Cole expressed an interest to continue to represent the Parish Council at these meetings.

Resolved:

- That Cllr Cole represents the Parish Council on the TRDC Environmental Forum.

AGM143.3/18 – NHS Local Representation (Community Voice) – If information could be gained in regards to the group Cllr Kaur should remain the Council's representative.

Resolved:

- That Cllr Kaur represents the Parish Council on the Community Voice.

AGM144/18

Direct Debits

The Clerk advised Members that under the Council's Finance Regulations the Council must agree to variable Direct Debits at least every two years but in practice, and included in Standing Orders, this Council confirms authority for Direct Debits annually at this meeting.

The Clerk circulated a form to sign to the Chairman and Vice Chairman of each Committee who form the Finance and Administration Committee to provide their signature for the purposes of being authorised signatories for the Council's Bank Accounts. The Clerk also signed the form as an authorised signatory.

Resolved:

- That the Council continues with payments by variable direct debits;
- That the Members of the Finance and Administration Committee and the Clerk be authorised signatories for the Council's Bank Accounts;
- That payments may be made by Direct Debit, Cheque, BACS, CHAPS or direct bank to bank transfer to the recipients.

AGM145/18

Closure

There being no further business the Chairman closed the meeting at 8.22pm.