



**PORTBURY PARISH COUNCIL
ANNUAL GENERAL MEETING**

**MINUTES OF THE AGM HELD 2nd APRIL 2013
VILLAGE HALL, HIGH STREET, PORTBURY
MEETING COMMENCED AT 7.00 PM ACCORDING TO
NOTICE**

Present:

Councillors: Cllrs Hale and Marshall

Chairman: Cllr Cooke

Clerk: Cllr Meek (Minutes taken by Sara Thompson)

Others: Roy Ball and Brian Weekes

Apologies received from Cllr Chilcott

Meeting commenced at 7.00pm

1. Election of Chairman

Nomination: Cllr Cooke

No other nominations made

Proposed: Cllr Meek

Seconded: Cllr Marshall

All in favour

2. Election of Vice Chairman

Remains vacant

3. Declaration of Acceptance of Office

Cllr Cooke accepted office and signed a 'Declaration of Acceptance of Office'.

4. Administration of the Council

Appointment of Responsible Financial Officer

Nomination: Cllr Hale

Proposed: Cllr Meek

Seconded: Cllr Cooke

All in favour

Appointment of a Clerk

Nomination: Cllr Meek

Proposed: Cllr Cooke

Seconded: Cllr Hale

All in favour

5. Appointment of Representatives

a. Allotments	Cllr Meek
b. Bristol Port Liaison	Vacant
c. Gordano Transport Group	Mr Summerfield
d. Parish Wildlife Warden	Cllrs Hale and Meek
e. Footpath Officer	Mr Summerfield
f. Portbury/EIG Council liaison	Cllr Cooke
g. Crime & Disorder Liaison*	Cllr Cooke and Mrs Cooke
h. Highways Liaison	Cllr Cooke
i. Social Club	Cllrs Chilcott and Meek
j. St Mary's Church	Cllr Marshall
k. St Mary's School	Cllr Marshall
l. Planning Consultant	Cllr Chilcott
m. Village Lengthsman	Mr Weekes

* After 23 years, Mr Ball had decided to retire from his role as Neighbourhood Watch Coordinator. The Council thanked Mr Ball for his service to the village and wished him well in his retirement.

6. Parish Insurance

It was agreed to remain with Eon/Allianz as parish insurers.

7. Future dates of Parish Council Meetings

7th May 2013

4th June 2013

2nd July 2013

6th August 2013

3rd September 2013

1st October 2013

5th November 2013

3rd December 2013

8. Meeting Closed at 7.15pm