



## **PORTBURY PARISH COUNCIL ANNUAL GENERAL MEETING**

### **MINUTES OF THE AGM HELD 1st APRIL 2014 VILLAGE HALL, HIGH STREET, PORTBURY MEETING COMMENCED AT 7.00 PM ACCORDING TO NOTICE**

Present:

Councillors: Cllr Hale, Cllr Marshall and Cllr Weeks

Chairman: Cllr Cooke

Clerk: Cllr Meek (Minutes taken by Sara Thompson)

Others: One member of the public

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Apologies received from Cllr Chilcott

Meeting commenced at 7.10pm

**1. Election of Chairman**

Nomination: Cllr Cooke

No other nominations made

Proposed: Cllr Hale

Seconded: Cllr Weeks

All in favour

**2. Election of Vice Chairman**

Remains vacant

**3. Declaration of Acceptance of Office**

Cllr Cooke accepted office and duly 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 Marshall

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 Marshall
b. Bristol Port Liaison	Vacant
c. Gordano Transport Group	Mr Summerfield
d. Parish Wildlife Warden	Cllr Hale
e. Footpath Officer	Mr & Mrs Summerfield
f. Portbury/EIG Council liaison	Cllr Meek
g. Crime & Disorder Liaison	Cllr Weeks
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/National Grid	Mr M Phipps & Mr Summerfield
m. Village Lengthsman	Cllr Weekes

#### **6. Parish Insurance**

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

#### **7. Future dates of Parish Council Meetings**

6th May 2014

3rd June 2014

1st July 2014

5th August 2014

2nd September 2014

7th October 2014

4th November 2014

2nd December 2014

#### **8. Meeting Closed at 7.20pm**