

**THE MINUTES OF THE ANNUAL GENERAL MEETING OF EASINGTON VILLAGE  
PARISH COUNCIL HELD ON MONDAY 14<sup>th</sup> MAY 2018**

Present: Councillor L Morton (Chair)  
Councillors J Andrews, L Barrass, M Burn, W S Day, J Lee, T Murray and  
J Smith

Staff: Mrs G M Crute (Parish Clerk) and Mrs K Hall (Admin Assistant)  
  
Mr A Robson

EVPC  
18/19/001 **ELECTION OF CHAIRPERSON**  
A nomination was received for Councillor L Morton  
**RESOLVED:** that Councillor be ELECTED.

EVPC  
18/19/002 **CHAIRPERSON'S DECLARATION OF ACCEPTANCE OF OFFICE**  
Councillor Morton signed the declaration of acceptance of office.  
**RESOLVED:** that the declaration of acceptance of office be ACCEPTED.

EVPC  
18/19/003 **ELECTION OF VICE CHAIRMAN**  
A nomination was received for Councillor T Murray  
**RESOLVED:** that Councillor Murray be ELECTED Vice-Chairperson for the  
forthcoming year.

EVPC  
18/19/004 **TO RECEIVE THE REPORT OF THE CHAIRMAN OF THE PARISH  
COUNCIL FOR THE CIVIC YEAR 2017/18**

I would like to start by thanking all members and staff of the Parish Council, for the work they have done in the last 12 months a lot easier than the previous year with a good internal audit. Many thanks to County Councillors Angela Surtees and David Boyes for their help. Seaton Holme is still well tenanted and income is steady with new lighting in the Liddell room; in our ongoing maintenance of the building. The accounts for year ending 31<sup>st</sup> of March are a good indication of how we are doing I hope you all agree, you all have copies. Fencing around the play area has been changed to metal fencing a great improvement I think, with racecourse fencing added around the green. Unfortunately, a member Mr Waring has left us leaving a vacancy which will be filled very shortly. A large number of new and updated policies have been implemented giving office staff a very busy time, too numerous to mention we should all have copies including the new privacy policies. An upgrade of roads parking and infrastructure still remain top of their agenda for the coming year. We can look forward, to keep going forward in this next civic year.

**RESOLVED:** that the report of the Chairman, be RECEIVED.

EVPC  
18/19/005 **TO NOTE THE MINUTES OF THE ANNUAL GENERAL MEETING** held on  
8<sup>th</sup> May 2017.  
**RESOLVED:** to NOTE the minutes.

EVPC  
18/19/006 **TO APPOINT PERSONS TO PARISH COUNCIL COMMITTEES AND  
SUB-COMMITTEES**

Cemetery and Grounds Committee (5 Members)

**RESOLVED:** that Councillors J Andrews, W S Day, J Lee, L Morton be appointed to the Cemetery and Grounds Sub-Committee

Staffing Committee (5 Members)

**RESOLVED:** that Councillors J Andrews, J Lee, L Morton, J Smith be appointed to the Staffing Committee. The vacancy to be filled by the Parish Councillor Vacancy was co-opted was completed.

Appeals Committee (4 Members)

**RESOLVED:** that Councillors L Barrass, M Burn, W S Day and T Murray be appointed to the Appeals Committee

EVPC  
18/19/007

**TO REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS**

**RESOLVED:** that the Standing Orders and Financial Regulations be APPROVED and ADOPTED.

EVPC  
18/19/008

**TO REVIEW COUNCIL POLICIES**

- a) Code of Conduct
- b) Complaints Procedure
- c) Publication Scheme (Freedom of Information)
- d) Health and Safety Policy
- e) Fire Risk Assessment

Members gave consideration to the review of the above Council Policies which were APPROVED and ADOPTED.

EVPC  
18/19/009

**APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

- a) Easington Area Action Partnership  
**RESOLVED** that Councillors L Morton and T Murray Plus the Clerk be the Parish Council's representatives.
- b) Easington Area Association of Parish and Town Councils  
**RESOLVED** that Councillor W Day plus the Clerk be the Parish Council's representatives.
- c) Small and Medium Council's Forum  
**RESOLVED** that Councillors J Lee plus the Clerk be the Parish Council's representatives.
- d) Easington Village Allotment Association  
**RESOLVED** that Councillor L Morton be the Parish Council's representative.

EVPC  
18/19/010

**TO CONSIDER PAYMENT OF ANNUAL SUBSCRIPTIONS**

Members gave consideration to the payment of the annual subscriptions which had been previously circulated.  
**RESOLVED:** that the payments be AUTHORISED.

EVPC  
18/19/011

**TO APPOINT CHEQUE SIGNATORIES**

**RESOLVED** that Councillors L Morton, J Smith and J Andrews be APPOINTED as cheque signatories.

EVPC  
18/19/012

**TO APPOINT KEYHOLDERS**

- a) Seaton Holme

**RESOLVED:** that the Clerk, Caretaker, Administration Assistant and Chairman be APPOINTED as keyholders.

b) Cemetery

**RESOLVED:** that the Cemetery Superintendent and Cemetery Assistant/Groundsman be APPOINTED as keyholders.

EVPC  
18/19/013

**MEETING DATES FOR 2018/19**

Members gave consideration to meeting dates for 2018/19 which had been previously circulated.

**RESOLVED** that the meeting dates be APPROVED with the amendment of the Cemetery and Grounds Sub-Committee for 15<sup>th</sup> May to be changed to 22<sup>nd</sup> May 2018

CERTIFIED TRUE RECORD

CHAIRMAN .....

DATE .....