

# WITHERNWICK PARISH COUNCIL

CHAIR: COUNCILLOR MR NORMAN WILKIE

CLERK: MR P L WILSON CPFA  
2, THE STOCKYARD, ENHOLMES FARM, PATRINGTON, East Riding, HU12 0PR  
TEL: 01964 630576  
MOBILE: 07785 985580  
E MAIL: clerk@withernwickparishcouncil.org.uk

## Minutes of the Annual Council Meeting of Withernwick Parish Council Held in St Alban's Church on 24th May 2017 at 7.00pm

PRESENT: - Parish Councillors: Mr N. Wilkie, Mrs D. Carr, Mr P Boyle, Mrs C. Wilkie and Mr S. Croft.  
CLERK: - Mr P L Wilson

### 1. ELECTION OF CHAIR

Cllr N. Wilkie was proposed, seconded and **unanimously elected as Chair** for the forthcoming year.

### 2. ELECTION OF VICE CHAIR

The Clerk advised the Council that Cllr Sharp had expressed an interest in continuing as Vice Chair for the ensuing year. In his absence, it was proposed, seconded and **unanimously resolved** to defer this item until the next meeting.

### 3. APOLOGIES

Cllrs C. Sharp and Mrs E. Grove gave apologies for being unable to attend. The Council **gave consent** for Cllrs Sharp and Grove to be absent from the meeting.

### 4. DECLARATIONS OF PERSONAL AND PREDJUDICIAL INTERESTS

Cllr S. Croft in respect of any discussion concerning the activities of Rathlin Energy.

### 5. ANNUAL APPOINTMENTS

The Council **unanimously** approved the following appointments:-

- i. External Auditor – Littlejohn LLP
- ii. Internal Auditor – Mr Richard Dixon (Public Sector Audit).

### 6. ANNUAL MEMBERSHIP

The Council considered, and **unanimously resolved to approve** the following:-

- i. Society of Local Council Clerks for the Clerk was **unanimously resolved**.

Initials .....

## **7. COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

The council reviewed representation on outside bodies and **unanimously resolved to approve** the following:-

- i. Withernwick Community Wind Farm Panel – **Cllr S. Croft.**
- ii. West Newton Liaison Committee (Rathlin Energy) - **Cllr N. Wilkie.**
- iii. Town/Parish Council Liaison meetings - **None.**
- iv. Poors Charity Contact - **Deferred.**

The Council **unanimously resolved** to consider representation on the Poors Charity at the next meeting.

## **8. REVIEW OF GOVERNANCE AND OTHER DOCUMENTS**

The Council considered and **unanimously resolved to approve** the following documents as circulated with the agenda:-

- i. Standing Orders
- ii. Code of Conduct
- iii. Financial Regulations
- iv. Asset Register
- v. Severe Weather Plan
- vi. Health and Safety
- vii. Burial Ground Rules, including fees and charges.
- viii. Risk Assessment

## **9. MEETINGS**

The calendar of meetings for the forthcoming year circulated with the agenda was **unanimously approved** - **See Appendix A.**

**Meeting closed 7.05pm**

**Signed .....** (Chair)

**Date .....**