

# Duffield Parish Council

## Minutes of the Annual Meeting of the Parish Council, held in the Committee Room, Hazelwood Road, Duffield on Tuesday 11<sup>th</sup> May 2004 at 7.00pm

Present: Councillors England, Fletcher, Hibbert, Knibbs, Rowlands, Sartin, Storer, A Woodings and B Woodings.

Also in attendance: Mr D R Bostock – Parish Clerk & RFO  
Mrs S Bygraves – Assistant Clerk / Treasurer  
Mr Ben Knowles – Student Journalist

The Reverend Mark Pickles led those assembled in prayer prior to the meeting commencing.

Apologies for absence were received from: Councillors Buckle and Rice.

### **53/04 Election of Chairman of the Parish Council**

The retiring Chairman Councillor John Rowlands thanked all members for their help and support during his year of office. He also acknowledged the help of the Parish Clerk, the Assistant Clerk / Treasurer at the end of her first year in office and also all other members of staff.

He then called for nominations for the Office of Chairman of the Parish Council.

On the proposal of Councillor Mrs B Woodings, duly seconded by Councillor A Woodings, it was unanimously:

**Resolved:** that Councillor Nicholas Gerald Storer, be elected Chairman of the Parish Council for the ensuing year.

Councillor Storer thereupon signed his declaration of Acceptance of Office and was then invested by the former Chairman with the Chain of Office.

Councillor Storer stated that he was very proud to accept the office of Chairman and will try his best for the community. He also welcomed Councillor Fletcher back to the meeting.

#### **54/04 Election of Vice Chairman of the Parish Council**

On the proposal of Councillor Rowlands, duly seconded by Councillor Mrs B Woodings, it was unanimously:

**Resolved:** that Councillor Richard Knibbs be elected Vice Chairman of the Parish Council for the ensuing year.

#### **55/04 Composition of Standing Committees**

**Resolved:** that the standing Committees comprise of the following members for the ensuing year:

**Finance and General Purposes Committee:** the Chairman and Vice Chairman and the immediate Past Chairman of the Parish Council, plus the Chairmen of the other Committees.

**Cemetery Committee:** Councillors Fletcher, Hibbert, Rice, Rowlands, Sartin and B Woodings, plus the Chairman and Vice Chairman of the Parish Council (ex-officio).

**Open Spaces Committee:** Councillors Buckle, England, Fletcher, Hibbert, Rowlands and A Woodings, plus the Chairman and Vice Chairman of the Parish Council (ex-officio).

**Footpaths Committee:** Councillors Buckle, Carmichael-Smith, Rice, Sartin, A Woodings and B Woodings, plus the Chairman and Vice Chairman of the Council (ex-officio).

It was further **Resolved:** that the existing terms of reference for each Committee, be reviewed and agreed at their first meetings, and that all existing Committee Advisors be invited to remain on their respective Committees.

#### **56/04 To Appoint Representatives to Serve on Outside Bodies**

**Resolved:** that the following members and advisors be elected, to serve on the outside bodies listed below, for the ensuing year:

**Governing Body of the William Gilbert Endowed School** – Councillor Carmichael - Smith.

**Governing Body of the Meadows Primary School** – Councillor Fletcher.

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**Associate Governor to Ecclesbourne School** – Councillor Carmichael – Smith

**The Parish Hall Management Committee** – Councillors A Woodings and B Woodings.

**The R J Weston Charity** – Councillor Hibbert and Mrs J Minion (be invited to continue).

**The Millennium Meadow Conservation Trust** – Councillors Buckle and England.

**Belper Road Safety Committee** – Mr J Banahan (be invited to continue).

**Parish Plan Steering Committee** – Councillor Buckle.

**Hawley's Development Liaison Group** – Councillor Rowlands.

#### **57/04 Minutes of this Meeting**

**Resolved:** that the minutes of this meeting, be confirmed at the Parish Council Meeting to be held on 8 June 2004 along with the minutes of the Annual Parish Meeting held in the Weston Centre.

#### **58/04 Level of Expenditure**

**Resolved:** that the level of expenditure delegated to the Chairman of the Parish Council and the Chairmen of the Committees, acting with the Clerk, remains at the level of £300.00.

#### **59/04 Other Business**

Councillor A Woodings suggested that arising from comments at the Annual Parish Meeting, the Council should declare a response time for dealing with incoming correspondence and also advertise the Council's Complaints Procedure.

**Resolved:** that the Clerk deals with these matters in his next Parish News Letter.

The Chairman declared the meeting closed at 7.14pm.

Signed \_\_\_\_\_

Date

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