

Pilning & Severn Beach Parish Council Annual Parish Council Meeting held on Tuesday 8th May at 7pm at Severn Beach School, Severn Beach

COUNCILLORS Mr M Pruett, Mr T Fennell, Mr K Weeks, Mr N Davies, Mrs C Woodhouse
PRESENT (7) Mrs S Binns & Ald. P Tyzack

Also Present: - Mrs V Bywater (Clerk), District Cllr R Griffin and a member of the parish.
The Vice-Chairman, Alderman Peter Tyzack, opened the meeting and advised those present that due to ill-health, Mrs Frances Barr MBE had resigned from the Parish Council and would not be standing for Chairman. Alderman Peter Tyzack welcomed everyone and then passed the meeting to the Clerk to conduct the election of Chairman.

Item Number	Details
2018-1 Election of Chairman	PT nominated SCB, seconded by ND, all in favour. SCB thanked all those present for the election to Chairman. SCB suggested a gift of thanks is presented to Mrs Frances Barr MBE to thank her for her more than 30 years' service to the Parish Council, all agreed.
2018-2 Election of Vice-Chairman	SCB nominated PT, seconded by CW, all in favour
2018-3 Representatives	Officers/ representatives were agreed as per Appendix A below. After discussion, it was agreed that there was no longer a requirement for the Burial Account and this should therefore be closed.
2018-4 Parish Insurance	The Clerk advised that insurance had been taken out with Came & Company Ltd who is a specialist Local Council insurance broker.
2018-5 Minutes of the Annual Parish Meeting	The minutes of the Annual Parish Meeting held on the 3 rd April 2018 were read and signed by the Chairman as a true record.
2018-6 Approval of Annual Accounts & Annual Governance Statement	All agreed for SCB to sign the Annual Accounts and the Annual Governance Statement for submission to the external auditor.
2018-7 Approval of Parish Council Policies	PT proposed that following the review of all policies in January 2018, all policies should be accepted en bloc, all agreed.
2018-8 BEN Fear Account funds	The Clerk confirmed that the notice period had been given for the period of 1 year for the closure of the Mrs BEN Fear Account and that the family had not given instruction to their wishes for the residual monies. It was agreed that the account should be re-named the Asset Fund Account.

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2017-9 Closure of meeting	The meeting closed at 7.40pm
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APPENDIX A- ELECTION OF OFFICERS/ REPRESENTATIVES

Chairman	Mrs SC Binns
Vice-Chairman External liaison to include attendance at Town & Parish Forum Meetings, S.Glos Community Engagement Forum and SevernNet meetings	Ald. P Tyzack
Treasurers of Dep & Ex Inc A/cs Treasurers of Asset Fund A/c	1.Mrs SC Binns 2.Mrs N Chappell 3.Mrs C Woodhouse 4.Ald. P Tyzack 5.Mr N Davies 1.Mrs SC Binns 2.Mrs C Woodhouse
Avara Committee	1.Mrs SC Binns 2.Mrs C Woodhouse 3.Mr M Pruett
Footpaths	1.Mrs SC Binns 2.Mr N Davies 3.Mr M Pruett 4.Mrs H Rickards P.RofW. Officer : Ald. P Tyzack
Northwick Churchyard & Pilning Cemetery	1.Mrs N Chappell 2.Mrs C Woodhouse 3.Mrs S Binns 4.Cemetery Clerk
Finance (Accounts and Precept)	1.Mrs SC Binns 2.Mrs N Chappell 3.Ald. P Tyzack 4.Mr N Davies 5. Mr K Weeks 6.Mr M Pruett
Sevenside Wednesday Club	Mrs C Woodhouse & Mr T Fennell
Village Halls	Pilning – Mr K Weeks Severn Beach – Mr M Pruett
Almondsbury Charities	Mrs H Rickards
Edmonds & Cole	Mr M Pruett
Allotments	Pilning – Mrs S Binns & Mrs H Rickards Severn Beach – Mr K Weeks
Viridor Meetings	Mr K Weeks