

# Minutes of Annual Parish Council Meeting 2012

## TUNSTALL PARISH COUNCIL

The Annual Parish Council Meeting was held on Monday 14th May 2012 in the Midwinter Room, St. John the Baptist Church, Tunstall following the Annual Parish meeting.

PRESENT: Cllr.Panton,Chairman, Cllr.Burgess, Cllr.Mills, Cllr.Mitchell, Cllr.Browning and Cllr.Spencer. KCC & Swale Borough Councillor A. Willicombe, KCC Councillor M.Whiting.

### 1. Election of Officers.

Cllr Panton stepped down for the elections.

Chairman: Cllr.Panton was proposed by Cllr.Browning and seconded by Cllr.Spencer.

Vice Chairman: Cllr.Burgess was proposed by Cllr.Browning and seconded by Cllr.Mills.

Internal Audit Officer: Mr. A.Cozens was proposed if he accepts to continue.

The Clerk circulated the declaration of interest forms for Councillors to sign and also the acceptance of office for Chair and Vice-Chair.

### 2. Election of Representatives.

KALC Local Representatives: Cllr.Mills and Cllr.Browning.

KALC AGM: Cllr.Spencer and Cllr.Panton.

Police/Parish Council Liaison: Cllr.Spencer.

Hall Committee: Cllr.Burgess.

Five Parishes Opposition Group Representative: Cllr.Burgess.

All Councillors were happy to continue their roles from last year.

### 3. Minutes of the Annual Parish Council Meeting held on 9th May 2011 were proposed as accurate by Cllr.Mills and seconded by Cllr.Burgess with all in favour.

### 4. Adoption of Accounts for the year ending 31<sup>st</sup> March 2012 and completion of Annual Governance Statement. The annual audit had been completed by the Clerk and has been inspected and signed off by the internal auditor, Mr Cozens. Each statement was read out and answered yes. The chairman signed off the audit.

### 5. Dates of meetings 2012/2013. Cllr.Mitchell put forward a proposal to have monthly meetings to be able to deal with Planning applications and consultations within the timescales. The Clerk pointed out that all planning applications should be discussed and decided within a Parish Council meeting so that members of public have an opportunity to come along and express their concerns. The proposal was seconded by Cllr Burgess with all in favour. Monthly meetings are to start from next month – 11<sup>th</sup> June 2012.

**Clerk to produce a list of dates.**

The meeting closed at 8.10 pm.

Minutes taken by Claire Fahy ( Parish Clerk ), 44 Burntwick Drive, Lower Halstow ME9 7DX