



CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Draft Minutes of Annual General Meeting held at
Small Memorial Hall, Church Street, Cliffe
On Thursday 14th May 2015

PRESENT

Cllrs. Chris Fribbins (Chair) (CF), Ken Kentell (Vice Chair) (KK), Mrs Lynne Bush (LB), Peter Clements (PC), Mrs Joan Darwell (JD), Jerry Doyle (JDo), Fred Harper (FH), Mrs Gill Moore (GM), Phillip Stanley (PS), Mrs Vivienne Walton (VW), Jim Wenban(JW)
Parish Clerks: Mrs A Jack and Mrs L Farrelly

The meeting opened at 7.30 pm.

NO	ITEM	ACTION BY
1.0	ELECTION OF CHAIR FOR 2015/16 Cllr Chris Fribbins nominated for Chair by, LB Seconded VW – ALL AGREED	
2.0	DELIVERY BY CHAIR AND COUNCILLORS OF ACCEPTANCE OF OFFICE FORMS CF read aloud declaration and then signed. Clerk (PO) witnessed. All forms were signed and Clerk PO will forward onto Medway.	Clerk PO
3.0	APOLOGIES FOR ABSENCE Cllr. Sue McDermid (SM) – holiday, Ian Petrie (IP) – work, Ray Letheren - family - ACCEPTED	
4.0	DECLARATIONS OF INTEREST - None	
5.0	APPROVAL OF MINUTES OF MEETING HELD ON 1/5/14 Minutes from last AGM approved Proposed LB , Seconded VW – ALL AGREED	
6.0	MATTERS ARISING FROM MINUTES OF MEETING ON 1/5/14 - None	
7.0	ELECTION OF VICE CHAIR FOR 2015/16. No nominations. It was agreed to leave vacant till a later date.	
8.0	CONSIDERATION OF PARISH COUNCIL COMMITTEE STRUCTURE FOLLOWED BY ELECTION OF COMMITTEE MEMBERS FOR 2015/16	
	8.1 It was agreed to merge the website and Clarion committee with the F&GP committee and for an Asset Monitoring to be formed to replace the committees for Play areas and carparks	
	8.2 Finance and General Purposes Committee (including Website/ Clarion) Cllrs. Fribbins, McDermid, Petrie and Wenban, – AGREED. Chair to be elected at a later date.	
	8.3 Planning Committee Cllrs. Bush, Fribbins, Darwell, Harper, Moore and Wenban – AGREED. CF to continue as Chair	
	8.4 Youth Liaison Committee Cllrs., Fribbins, McDermid, Stanley and Walton – AGREED	
	8.5 Allotments Committee Cllrs. Clements and Letheren– AGREED	

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	8.6	Footpaths and Common Land Committee Cllrs. Darwell, Harper and Moore– AGREED	
	8.7	Cliffe Village Fayre Cllrs. Darwell, Moore – AGREED	
	8.8	Health and Safety Advisors Cllr. Stanley – AGREED	
	8.9	Asset Monitoring ALL – AGREED . A schedule of inspection to monitor assets to be created	Clerk PO/RFO
9.0		Election of Representatives on Outside bodies 2015/16	
	9.1	KALC (Medway Area Committee) Cllrs. Harper and McDermid – AGREED	
	9.2	Police Liaison Committee Cllrs. Doyle and Stanley (substitute) – AGREED	
	9.3	Medway Council Rural Liaison Cllrs Stanley and Doyle (substitute) – AGREED	
	9.4	Cliffe Memorial Hall Cllr. Bush – AGREED	
	9.5	Cliffe Woods Community Centre Liaison Cllrs. Walton – AGREED	
	9.6	Cliffe Parochial Charity Cllrs. Bush, Fribbins – AGREED	
	9.7	Bretts Liaison Cllrs. Bush, Fribbins, Darwell, McDermid, Moore and Wenban,– AGREED	
	9.8	Medway Health Watch Cllrs. Bush and McDermid-- AGREED	
	9.9	Neighbourhood Steering Group Cllrs Bush, Darwell, Fribbins, Harper and Moore - AGREED	

The meeting closed at 7.50pm.

14/05/15/lmf