



CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Draft Minutes of Annual General Meeting held at
Small Memorial Hall, Church Street, Cliffe
On Thursday 12th May 2016

PRESENT

Cllrs. Mrs Sue McDermid-Chair(SM), Mrs Lynne Bush-Vice Chair (LB)(Vice Chair), Mrs Joan Darwell (JD), Jerry Doyle (JDO), Mrs Faith Eyers (FE), Mrs Sandra Fenney (SF), Derek Graves (DG), Mrs Gill Moore (GM), Ron Naughton-Dean (RND), Phillip Stanley (PS), Mrs Vivienne Walton (VW).

The meeting opened at 7.30 pm.

| NO | ITEM | ACTION BY |
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| 1.0 | ELECTION OF CHAIR FOR 2015/16 Cllr Sue McDermid (SM) nominated for Chair by VW, Seconded SF – ALL AGREED | |
| 2.0 | DELIVERY BY CHAIR AND COUNCILLORS OF ACCEPTANCE OF OFFICE FORMS SM read aloud declaration and then signed. Clerk (PO) witnessed. All forms will be signed after the meeting. | |
| 3.0 | APOLOGIES FOR ABSENCE Cllr. Fred Harper, Ray Letheren (RL) Ian Petrie (IP) -- ACCEPTED | |
| 4.0 | DECLARATIONS OF INTEREST - None | |
| 5.0 | APPROVAL OF MINUTES OF MEETING HELD ON 14/5/15 Minutes from last AGM approved Proposed PS , Seconded LB – ALL AGREED | |
| 6.0 | MATTERS ARISING FROM MINUTES OF MEETING ON 14/5/15 - None | |
| 7.0 | ELECTION OF VICE CHAIR FOR 2015/16. Cllr Lynne Bush (LB) nominated as Vice-Chair by VW, seconded by PS - ALL AGREED. | |
| 8.0 | CONSIDERATION OF PARISH COUNCIL COMMITTEE STRUCTURE FOLLOWED BY ELECTION OF COMMITTEE MEMBERS FOR 2016/17 | |
| | 8.1 Finance and General Purposes Committee (including Website/ Clarion) Cllrs. Fenney, McDermid, Naughton-Dean, Petrie and Wenban – AGREED. Chair to be elected at a later date. | |
| | 8.2 Planning Committee Cllrs. Bush, Darwell, Graves, Harper, Naughton-Dean, Moore and Wenban – AGREED. FH to continue as Chair | |
| | 8.3 Youth Liaison Committee Cllrs. McDermid, Stanley and Walton – AGREED. Non Councillor representatives – Both Clerks and Ms C Gardner and Mrs Janet Taylor | |
| | 8.4 Allotments Committee Cllrs. Clements, Eyres and Letheren– AGREED | |
| | 8.5 Footpaths and Common Land Committee | |

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| | | Cllrs. Darwell, Harper and Moore– AGREED | |
| | 8.6 | Cliffe Village Fayre Advisory Group Cllrs. Darwell, Moore – AGREED | |
| | 8.7 | Health and Safety Advisors Cllr. Stanley – AGREED | |
| 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 and Eysers – AGREED | |
| | 9.5 | Cliffe Woods Community Association Liaison Cllrs. Walton | |
| | 9.6 | Cliffe and Cliffe Woods Community Trust AGREED to note current appointments Cllr Lynne Bush, Mr Ken Kentell and Clerk (PO) | |
| | 9.7 | Bretts Liaison Cllrs. Bush, Darwell, McDermid, Moore and Wenban – AGREED | |
| | 9.8 | Patient Participation Groups (Cliffe and Cliffe Woods Cllrs. Doyle, Fenney and McDermid – Cliffe Woods, Bush and Eysers – Cliffe -- AGREED | |
| | 9.9 | Neighbourhood Steering Group Cllrs Bush, Darwell, Harper, McDermid and Moore + Clerk (PO) - AGREED | |

The meeting closed at 7.50pm.

18/05/16/lmf