

Minutes of the Annual Parish Council Meeting held on Wednesday 15th May 2019

Present: Councillor Mrs. M Whitehead, (Chair),
Councillors T Threlfall, T Fiddler, St J Greenhough, Mrs L Willis, K McKay, Mrs. N Griffiths, M/S F Craig-Wilson and J Graham.

1) To Elect the Chairman

It was resolved that Councillor St. J Greenhough be elected Chairman for the next 12 months.
The Council thanked Mrs. Marjorie Whitehead for all the hard work she had put in over the last 20+ years.

2) The Chairman and new members to sign the declaration of acceptance of office.

Councillor St. J Greenhough signed the Chairman's declaration of Acceptance of Office, in the presence of the members of the Council.

All 8 newly elected Councillors signed the Declaration of Office in the presence of the Clerk.

3) To Elect the Vice Chairman

It was resolved that Councillor T Threlfall be elected Vice Chairman for the next 12 months.
The Council thanked Mrs. Shirley Delany for all the hard work she had put in over the last 25 years.

4) To accept Apologies for absence

There were no apologies for absence.

5) To elect the Officials to the Committees and to represent the Council on Committees of Organisation and Bodies.

It was resolved to elect the following officials:-

Chairman – Councillor St J Greenhough
Vice Chairman - Councillor T Threlfall,

Finance Committee

Chairman - Councillor Mrs. N Griffiths
Vice- Chairman – Councillor Mrs. L Willis
Members: The full Council

Open Spaces/Fabrics Committee

Chairman - Councillor T Threlfall,
Vice- Chairman – Councillor St J Greenhough.
Members – Councillors K McKay, Mrs E Willis T Fiddler, J Graham and a member of the Freckleton in Bloom Committee.

Planning Committee

Chairman - Councillor K McKay
Vice-Chairman – Councillor Mrs. L Willis
Members: St. J Greenhough, M/S F Craig-Wilson, J Graham and Mrs. N Griffiths.
T Fiddler may attend in an advisory position due to his position on FBC Planning committee.

Communications Committee

Chairman – Councillor Mrs. N Griffiths.
Vice- Chairman – Councillor M/S F Craig-Wilson.
Members - Councillors St J Greenhough, K McKay and J Graham.

Members on Committees of other Organisations and Bodies:

It was resolved to appoint the following representatives:-

Rawstone Sports Centre Management – Councillors T Fiddler, Mrs. N Griffiths, M/S F Craig-Wilson and J Graham.

Old Peoples' Welfare - Councillors Mrs E Willis. Other members to be reviewed later.

Village Hall Management - Councillors Mrs. L Willis, T Threlfall, Mrs. N Griffiths and St. J Greenhough

Fylde CAB – To be reviewed later.

Freckleton Charities Trust - Councillors T Fiddler, T Threlfall and Mrs. L Willis.

Parish Liaison meeting – Councillors J Graham and M/S F Craig-Wilson.

BAE Community Liaison group – Councillors K McKay, Mrs. L Willis and St J Greenhough.

SITA Community Liaison Panel – Councillor T Threlfall

Club Day committee – Councillor Mrs. L Willis

Freckleton in Bloom – Councillor T Threlfall

Friends of the Memorial park – Councillor T Threlfall.

Governor of Strike Lane School –to be reviewed later.

Governor of C of E School – Councillor St. J Greenhough.

Friends of Freckleton Library – Councillor K McKay.

6) **To review the Terms of reference for the Committees.**

It was resolved to agree the following terms of reference for committees:

1. **All Committees**

It was resolved that none of the Committees or sub-committee would have authority to approve any expenditure.

2. **Finance**

It was resolved that the Finance committee would have full delegated authority for the decisions made. In addition, that it would meet in November.

3. **Planning**

It was resolved that the Planning committee would have full delegated authority for the decisions made. In addition, that it would meet on a monthly basis.

4. **Open Spaces/Fabrics**

It was resolved that the Open Spaces committee would have full delegated authority for the decisions made. In addition, that it would meet on a monthly basis between March and July and again in October. In addition the Chairman may call additional meetings.

5. **Communications**

It was resolved that this would be a “Task and Finishing” group.
It was resolved that this working group would have delegated responsibility for the content, production and distribution of the Newsletter. All other recommendations made by this group would be referred to Council for ratification.
The Chairman will be represented on this committee each year.
In addition, it would meet in April and October each year.

7) **To approve the dates of the meetings for the next 12 months. – See Appendix A**

It was resolved that the dates be approved.

There being no further business the Chairman closed the meeting.

Signed.....St. J Greenhough, Chairman.....

Date...03/06/19.....

Appendix A

Diary of meetings June 2019 to May 2020 (Subject to change if any Full Council meeting clashes with FBC Group meetings)

June '19

- 03/06/19– Full Council - starting 7:00pm
- 10/06/19 – Planning Committee - starting 7:00pm
- 17/06/19 – Open Spaces/Fabrics Committee - starting 6:30pm

July '19

- 01/07/19 – Full Council - starting 7:00pm
- 08/07/19 – Planning Committee - starting 7:00pm

August '19

- 05/08/19– Planning Committee - starting 7:00pm

September '19

- 02/09/19 – Full Council - starting 7:00pm
- 09/09/19 – Planning Committee - starting 7:00pm
- 16/09/19 – Open Spaces/Fabrics Committee - starting 6:30pm

October '19

- 07/10/19 – Full Council - starting 7:00pm
- (14/10/19 – Planning Committee - starting 7:00pm
- (14/10/19 - Communications Group directly after planning meeting

November '19

- 04/11/19 – Full Council - starting 7:00pm
- 11/11/19 – Planning Committee - starting 7:00pm

December '19

- 02/12/19 – Full Council - starting 7:00pm
- 09/12/19 – Planning Committee - starting 7:00pm

January '20

- 06/01/20 - Full Council - starting 7:00pm
- 13/01/20 – Planning Committee - starting 7:00pm
- 20/01/20 – Finance Committee – starting 6:30pm
- 20/01/20 - Rawstone Trust fund – starting 7:30pm

February '20

- 03/02/20 – Full Council - starting 7:00pm
- 10/02/20 – Planning Committee - starting 7:00pm

March '20

- 02/03/20 – Full Council - starting 7:00pm
- (09/03/20 - Planning Committee - starting 7:00pm
- (09/03/20 - Communications group – starting directly after Planning meeting
- 16/03/20 – Open Spaces/Fabrics Committee - starting 6:30pm

April '20

- (06/04/20 - Annual Assembly – Meeting of the electorate - starting 6:30pm
- (06/04/20 – Full Council - starting 7:00pm
- 20/04/20 – Planning Committee - starting 7:00pm
- 27/04/20 - Open Spaces/Fabrics Committee - starting 6:30pm

May '20

- (11/05/20- Annual Parish Council meeting - starting 6:30pm
- (11/05/20 - Full Council - starting 7:00pm after the Annual Parish Council meeting
- 18/05/20– Planning Committee - starting 7:00pm
- 19/05/20 (Tues) – Open Spaces Committee - starting 6:30pm