

**Minutes of the Annual Meeting of
Burton-in-Lonsdale Parish Council,
Thursday 25th May 2006, 7.30pm in the Village Hall**

Present: Cllrs. G Taylor (outgoing Chairman), Boddy, Burns, Edmondson, Jones, Mason, Salrein and Smith; 5 members of the public; PC McClurg.

In attendance: The Clerk.

Apologies: County Cllrs. Ireton and District Cllr. Camacho.

1. Welcome

Cllr. Taylor welcomed the new councillors to the Council.
Declarations of Interest; signing of Declarations of Interest Book.
There were no declarations of interest other than those submitted to Craven District Council.

2. The outgoing Chairman to oversee the Election of Chairman for the year 2006 – 2007.

There were no nominations for Chairman for the year 2006-2007.

Resolved

Cllr Salrein is elected to oversee this meeting and the ordinary meeting following, on the proviso a permanent Chairman be elected at the June meeting.
Handover of the Chair to the new Chairman and Signing of Declaration of Acceptance of Office of Chairman.
Cllr. Salrein signed the Declaration of Office of Chairman (for the evening) and took the Chair.

3. Election of Vice Chairman for the year 2006 – 2007

Resolved

Cllr Julie Smith is elected Vice Chairman for the year 2006-2007.
Signing of Declaration of Acceptance of Office of Vice Chairman.
Cllr. Smith signed the Declaration of Office of Vice Chairman.

4. Recreation Field Committee – appointment of 3 members

Resolved

Cllrs. Burns, Edmondson and Mason are elected as the Recreation Committee for the year 2006-2007. Please see appendix 1 for a draft specification of Recreation Committee Duties.

5. Appointment of independent internal auditor for the year 1st April 2006 to 31st March 2007.

Resolved

To retain Yorkshire Audit as Internal Auditor for the Parish Council for the year 2006-2007.

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6. Election of Parish Council Representatives to Outside Bodies

for the year 2006 - 2007 (not necessarily from within the Parish Council):

a) Village Hall Committee - 2 representatives

Resolved

Cllr. Salrein represent the Parish Council on the Village Hall Committee.

b) Joint Access and Rights of Way Committee - 2 representatives

Resolved

Cllrs. Jones and Mason, together with Mr. D Gibson, represent the Parish Council on the JARW Committee.

c) Bentham Common Lands Charity – not due until 2008.

d) Burton Community Sports - 2 representatives

There were no nominations.

e) Woodland Trust - 1 representative

Resolved

Cllr. Smith represent the Parish Council in Woodland Trust matters.

f) Yorkshire Local Councils Association - 2 representatives

Resolved

Cllr. Salrein represent the Parish Council in YLCA matters.

g) NYCC Emergency Committee - 1 representative

Resolved

Cllr. Jones represent the Parish Council interests on the North Yorkshire County Council Emergency Committee.

h) any other bodies requesting representation from the parish council

There were no further representatives requested.

The meeting closed at 7.55pm.

Signed.....

Dated.....

Appendix 1

Recreation Committee Duties

2006

(DRAFT)

The Recreation Committee is a sub-committee of the Parish Council, answerable to the Parish Council. It consists of three parish councillors; the Parish Council may, if it sees fit, co-opt more members, from either the parish council or the wider community. The Recreation Committee will hold no funds of its own, with all expenditure to be approved by the full Parish Council.

The Parish Council's duties are:

1. To provide and oversee the provision of suitable recreation and sport facilities for public use on the Recreation Field, Burton in Lonsdale.
2. To complete annual risk assessments, and to provide adequate public liability insurance

The Recreation Committee's duties are:

1. To visually inspect, on a weekly basis, the children's play equipment on the Recreation Field. The results of the inspection to be written in a log book provided for the purpose.
2. To visually inspect, on a weekly basis, other areas on the Recreation Field, e.g. bonfire, site for former Recreation Hut, including temporary housing for electrical supply, and write the results in a log book provided for the purpose.
3. To ensure the Portaloo is of a useable standard during the summer season (approx. mid-May to early September), during the time Burton Regeneration Group is raising money for a new sports pavilion/building.
4. To report on a monthly basis to the Parish Council on the above, together with any matters arising.