

MINUTES OF THE ANNUAL MEETING OF FEATHERSTONE TOWN COUNCIL HELD ON WEDNESDAY 10TH MAY 2017 IN FEATHERSTONE COMMUNITY CENTRE, STATION LANE, FEATHERSTONE, AT 6.30 PM.

Present: Councillor K Hollis, Councillor G Isherwood, Councillor M Isherwood, Councillor R Martindale, Councillor D Stapleton, Councillor R Taylor, Councillor C Tennant, Councillor M Tennant-King, Councillor S Vickers (Mayor), Councillor C Woodhead and Councillor J Wright.

In Attendance: Sue Coles (Town Clerk) Vicky Symons (Deputy Town Clerk) Mr Eric Kent (National Autistic Society). Mayor and Mayoress of Wakefield, Mayor and Mayoress of Normanton, and members of the public.

1/17 TO ELECT A TOWN MAYOR

Councillor S Vickers proposed Councillor M Isherwood and this was seconded by Councillor G Isherwood and **RESOLVED** that Councillor M Isherwood is appointed as Mayor for the ensuing year 2017/18.

2/17 SIGNING THE DECLARATION OF ACCEPTANCE OF OFFICE

Councillor M Isherwood signed her declaration of acceptance of office.

3/17 WELCOME AND APOLOGIES RECEIVED

Councillor A Lapish sent her apologies with a card of congratulations to Councillor M Isherwood.

4/17 TO ELECT A DEPUTY MAYOR

It was proposed by The Mayor Councillor M Isherwood and seconded by Councillor Hollis and **RESOLVED** that Councillor C Woodhead is to be appointed as Deputy Mayor.

5/17 SIGNING THE DECLARATION OF ACCEPTANCE OF OFFICE

Councillor C Woodhead signed her declaration of acceptance of office.

6/17 ELECTION OF LEADER OF THE COUNCIL

It was **RESOLVED** that Councillor G Isherwood be re-elected as Leader of the Council.

7/17 APPOINTMENT OF MAYOR'S CHAPLAIN

The Mayor Councillor M Isherwood appointed the Methodist Minister Rev Andrew Longshaw as her Chaplain for the ensuing year.

8/17 RENEWAL OF THE POSITION OF MAYOR OF THE OCCASION

It was **RESOLVED:** that for the forthcoming year the position is offered by the Town Mayor to a Member of the Council on the occasion that both the Mayor and Deputy Town Mayor are unable to attend a Civic function.

9/17 MINUTES OF THE ORDINARY MEETING HELD ON 19th APRIL 2017

It was **RESOLVED:** that the minutes of the Ordinary Meeting of the Town Council held on the 19th April 2017 at 7pm Minute numbers: 474/17 to 490/17 be approved.

10/17 ELECTION OF COMMITTEES WITH TERMS OF REFERENCE FOR EACH COMMITTEE.

(FEBRUARY MIN 342/16 resolved that the Committee system will continue as present and membership is to include all Members' of the Council). The Chairman and Vice Chairman of each committee are to be properly appointed at the first meeting of their committee.

It was **RESOLVED:**

- a) The Council confirms that it has reviewed the Terms of Reference for each Committee and that the Committees are so formed.
- b) That all Councillors are deemed to be active Members of the Events 2017 Working Party.

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11/17 TOWN COUNCIL'S STANDING ORDERS AND FINANCIAL REGULATIONS

The new NALC documents were distributed at the March meeting of the Council for approval. It was

RESOLVED: The Council confirms that it has adopted the NALC Standing Orders and Financial Regulations.

12/17 ANNUAL REVIEW OF COUNCIL DOCUMENTS

- a) Health & Safety Policy
- b) Complaints Procedure
- c) Information Security Policy
- d) Freedom of Information model publication scheme
- e) How to make an Information Request
- f) Data Protection Policy

It was **RESOLVED:** The Council confirms the adoption of the above policies.

13/17 REPRESENTATION ON EXTERNAL BODIES

It was **RESOLVED:** that the following representatives to serve on the External Bodies as below:

- i. Town & Parish Council Liaison Group – any Councillor and the Town Clerk
- ii. National Coal Mining Museum – Councillor C Tennant
- iii. Dementia Friends for the Featherstone area – Councillor M Tennant-King

14/17 DATES AND TIMES OF MEETINGS 2017/18

It was **RESOLVED** That the list of the dates and times of Town Council meetings for the following year be approved.

15/17 NEXT MEETING DATES AND CLOSURE

The next meeting of the Council will be held on Wednesday 14th June at 7pm.

The **Town Mayor** closed the meeting at 7.10pm and announced that in the absence of any further business the Annual Meeting of the Town Council is closed and she asked **Rev Andrew Longshaw** to say a prayer for the occasion and invited all those present to join her for a celebratory meal.