

LUXULYAN PARISH COUNCIL
DRAFT Minutes of the
 Annual Meeting of the Parish Council
 held in the Luxulyan Memorial Institute
 after the Annual Parish Meeting which began at 6.00 pm on
THURSDAY 14 MAY 2015

PRESENT: Cllr C Austin (Chair), Cllr G Haywood (Vice-chair), Cllr D Olford, Cllr B Fahey, Cllr C Eich Cllr R Keam, Cllr J Fisher, Cllr M Linfoot, Cllr A Cottrill, Cllr J Satterthwaite.

Clerk to the Parish: Mrs C Wilson. Ward Councillor S Rix.

ABSENT: None.

ALSO PRESENT: No members of the public.

Abbreviations: Luxulyan Parish Council (LPC), Cornwall Council (CC), Strategic Planning Committee (SPC), Community Land Trust (CLT), Friends of Luxulyan Valley (FOLV), Councillors are abbreviated with their initials. *** indicates the Consultee Comments submitted to the Planning Authority by LPC, delegated to the Clerk.

After the Parish Meeting a short presentation of an inscribed bowl was made to the outgoing Chairman. This meeting began at 6.50 pm.

THE FOLLOWING ELECTIONS WERE HELD:

15/1 **Chairman.** Cllr George Haywood was elected as Chairman (proposed DO, 2nd ML) and signed his Declaration of Acceptance of Office.

15/2 **Vice-chairman.** Cllr Michaela Linfoot was elected as Vice-chair (proposed AC, 2nd JS).

15/3 **Apologies for absence.** None.

15/4 **Responsible Financial Officer (RFO).** Mrs C Wilson was appointed (proposed ML, 2nd JF).

15/5 **Trustees for the Luxulyan Memorial Institute.** Four LPC representatives were elected: Cllr M Linfoot, Cllr A Cottrill, Cllr R Keam, and Cllr C Eich (proposed JS, 2nd DO).

15/6 **Lead Councillors and Representatives:**

a) Cornwall Association of Local Councils (CALC) representative. Cllr G Haywood (proposed BF, 2nd RK).

b) Renewable Energy. Cllr A Cottrill (proposed RK, 2nd JF).

c) Internal Control Check. Cllr J Satterthwaite (proposed ML, 2nd AC).

d) Community Network Panel Representative. Cllr J Fisher, primary representative, and Cllr J Satterthwaite, second representative (proposed BF, 2nd DO).

e) Footpath Committee Representative. Cllr D Olford (proposed JF, 2nd AC).

f) School Management Committee Representative. Cllr C Eich (proposed ML, 2nd RK).

g) Luxulyan Valley Partnership Representative. Cllr A Cottrill (proposed ML, 2nd JS).

h) Village Hall Committee Representative. Cllr C Eich (proposed ML, 2nd JF).

i) Minorca Lane Focus Group Representative. Cllr M Linfoot (proposed JF, 2nd DO).

- j) Luxulyan Community Land Trust (CLT) Representative. Cllr D Olford (proposed ML, 2nd CE). The council may have up to two representatives and only one was chosen. C Austin will remain as a member without representing the council.
- 15/7 **Finance Audit Panel.** Cllr A Cottrill, Cllr D Olford, Cllr J Satterthwaite, and Cllr G Haywood were elected (proposed JF, 2nd CE). As a 'panel' they do not make decisions, but bring recommendations to the full council.
- 15/8 **Staffing Committee.** Cllr A Cottrill, Cllr D Olford, Cllr J Satterthwaite, and Cllr G Haywood were elected (proposed JF, 2nd CE).
- 15/9 **Dates and times of the meetings** for the next municipal year were agreed to be:
- a) Ordinary Meetings – the 2nd Thursday of each month, starting at 6.30 pm.
 - b) Finance Audit Panel, with Internal Control Checks, will meet quarterly in July, October, January, April, at 5.30pm before the ordinary meeting, unless otherwise advised.
 - c) Staffing Committee will meet as and when necessary,.
- 15/10 **The next Annual Meeting** of the Parish Council (AGM) will be Thursday, 12 May 2016.

The Chairman thanked everyone and closed the meeting at 7.30 pm.

The ordinary meeting of the Parish Council continued immediately after.

Mrs C Wilson ~ Parish Clerk ~ 31 May 2015