

MINUTES OF THE STATUTORY ANNUAL MEETING OF THE BIDDULPH TOWN COUNCIL HELD ON 9 MAY 2017

The Town Crier introduced the Mayor, Deputy Mayor and Chief Officer and invited Rev Derek Balsdon to lead the meeting with prayer. The Mayor then opened the meeting.

PRESENT

The Mayor - Councillor Salt
The Deputy Mayor - Councillor Wood
Councillor Davies
Councillor Hall
Councillor Hart
Councillor Hawley
Councillor Jackson
Councillor Jones
Councillor Lawson
Councillor Lovatt
Councillor McGuinness
Councillor Nicosia
Councillor Redfern
Councillor Rogers
Councillor Swift
Councillor Walley
Councillor Whilding

Also in attendance: family and friends of the Mayor and Deputy Mayor, members of the public and press, The Chief Officer, Officer to the Council and the Town Crier.

1.17 ELECTION OF TOWN MAYOR & MAYOR MAKING CEREMONY

a) Nomination, election and signature of Declaration of Acceptance of Office

The Mayor called for nominations for Mayor of Biddulph 2017-18.

Councillor Jackson nominated Councillor Wood; they had first met 20 years ago in Chell and had become reacquainted 6 years ago. Councillor Wood was a member of the Town and District Councils and had been an effective Councillor and campaigner; he would do the town proud.

Councillor Hall seconded the nomination, noting that even though they were on opposite sides of the Chamber they had the welfare of Biddulph in common. Councillor Wood would work hard and represent the town of Biddulph very well. It was a pleasure to second this nomination.

A vote was taken and Councillor Wood was elected unanimously. Councillor Wood signed the declaration of acceptance of office.

b) Presentation of Chains of Office to Mayor and Mayoress

Councillor Salt presented Councillor Wood with the Chain of Office; this was followed by a round of applause. Councillor Wood presented the Chain of Office of Mayoress to his wife Julia.

c) Speech of Acceptance by Mayor

Councillor Wood thanked fellow Councillors for the nomination and support, noting that if he was a shadow of Councillor Salt he would have done the town proud. Jill had been a great ambassador for the town and he would attempt to do the same. Councillor Wood thanked his family for their support; he was proud of the area he came from and was looking forward to the next year. Councillor Wood's charities would be:

- Douglas MacMillan – he had recently completed a sponsored run and thanked fellow Councillors for their support
- Cheethams Children's Centre
- The Green Tree House
- Staffordshire Emergency Services Humanitarian Aid Association (SESHAA) – He would be taking a delivery to Tajikistan the next week.

d) Speech by outgoing Mayor

Councillor Salt began by thanking Councillor Hall for 50 years of service. A gift was presented by Councillor Jackson on behalf of all Councillors, in appreciation of this milestone. Councillor Jackson stated that this was a tremendous achievement. Councillor Hall treated everyone with the utmost respect; everyone in this Chamber worked for the best interest of Biddulph.

Councillor Salt went on to say that the role of Mayor had been a fantastic experience and she would like to thank her fellow colleagues for allowing her to have the opportunity.

Over the year Councillor Salt had attended around one hundred events, which had been quite a task for her young family and they had coped admirably. Councillor Salt thanked the Chief Officer for her spreadsheet and the Chief Officer and Officer for their support.

Councillor Salt is proud of the Inspiring Young Women event that took place; this was an incredibly important event for the young women in the town.

The people of this town are complemented by its unique history and heritage, and these factors are something that Councillor Salt had tried to export on her travels.

The team around Councillor Salt had managed to raise around £5000 for the six chosen charities; they've baked cakes, donated items and provided their labour. Thanks were extended to Mrs Rice, Mrs Salt, John Robinson (the 'sidekick'), the caretaking staff at the Town Hall and to Biddulph Methodist Church. There are far too many to mention individually, but thanks were extended to them all.

Councillor Salt wished the new Mayor all the best on his term in office.

e) Vote of thanks

Councillor Hall thanked everyone for their thoughts and the gift. He thanked Councillor Salt for her work as Mayor; she had built a platform which he hoped would continue. Councillor Salt had been a 'breath of fresh air' at the start of her term and had developed into a 'whirlwind of change' persevering and making meaningful changes. Councillor Salt had got to parts of the community that had not had the light shone on them in the past, and as our ambassador, with drive and confidence and large splash of enthusiasm, enhanced the standing of the town in the neighbouring area. It had been difficult as a working Mum with young children and a husband working shifts. Councillor Hall thanked her extended family: James with his enigmatic smile and the two Mums; there would be many happy memories to look back on. Councillor Salt's dedication and determination was appreciated by us all.

Councillor Jackson fully agreed with Councillor Hall. One thing that had stood out for him was the inspiration which Councillor Salt had given to young people to get involved with what goes on in the town. It had not been easy with a young family, your Dad Peter would have been incredibly proud; 'you have been a tremendous Mayor, and you will never forget your time as Mayor'.

f) Presentations to outgoing Mayor

The Mayor presented Councillor Salt with her outgoing Mayor's badge.

Councillor Wood offered his congratulations to Councillor Lawson on his re-election as County Councillor Biddulph North/West. Politics was a 'hard game' and it was important that there was a mutual respect amongst Councillors.

2. APOLOGIES

Apologies were received from
Councillor Baddeley
Councillor Harper
Councillor Rushton
Councillor Sheldon MBE

3. DECLARATIONS OF INTEREST

- a Disclosable Pecuniary Interests and Dispensations; none were declared
- b Other Disclosable Interests; none were declared.

4. ANNUAL MEETING OF THE TOWN COUNCIL ~ 10 MAY 2016

The Minutes of the Meeting of 10 May 2016 (signed at the Ordinary Town Council meeting on 17 May 2016) were confirmed.

5. ELECTION OF DEPUTY MAYOR

- a) Nomination, election and signature of Declaration of Acceptance of Office

The Mayor called for nominations for Deputy Mayor; Councillor Hall nominated Councillor McGuinness, saying that he had shown the quality and make-up for the post and felt he had enthusiasm and dedication. His community involvement had equipped him well for the post of Deputy Mayor; he was a livewire and would be a great asset to the Mayor.

Councillor Jackson seconded the nomination. Councillor McGuinness had thrown himself into the position of Transport Coordinator absolutely 100% and was the 'missing link'; he had been meticulous in the role.

A vote was taken and Councillor McGuinness was elected unanimously.

- b) Presentation of Chains of Office to Deputy Mayor and Mayoress

The Chains Office were presented to Councillor McGuinness and Mrs Jean Wragg.

6. APPROVAL OF STANDING ORDERS

The Standing Orders, approved at Town Council meeting on 17 January 2017 were received; no changes had been made.

7. APPROVAL OF CONSTITUTION OF STANDING COMMITTEES

- a) **General Purposes** – Mayor, Deputy Mayor plus sixteen members, to meet on 3rd Tuesday of the month, to follow on from Town Council.
- b) **Finance Committee** – Mayor, Deputy Mayor plus sixteen members; to meet at 6.30 pm on 2nd Tuesday in June and January.
Councillor Hall asked for the following amendment – to include meeting in April.
This was confirmed.
- c) **Human Resources Committee** – Mayor, Deputy Mayor plus eight members; to meet on the third Tuesday of the month at 5.30pm in June, September, December and March.
- d) **Civic Committee** - Mayor, Deputy Mayor plus sixteen members; to meet at 7.00 pm on 2nd Tuesday of each month, except June and January which shall be the 2nd Monday.
- e) **Planning Committee** – Mayor, Deputy Mayor plus sixteen members; to meet at 6.15 pm on 2nd Tuesday of each month, except June and January which shall be the 2nd Monday.

The Constitution of Standing Committees was approved.

8. ELECTION OF MEMBERSHIP OF STANDING COMMITTEES

- a) **General Purposes** – 16 members (plus Mayor & Deputy Mayor)
- b) **Finance Committee** – 16 members (plus Mayor & Deputy Mayor)
- c) **Human Resources Committee** - 8 members (plus Mayor & Deputy Mayor)
- d) **Civic Committee** - 16 members (plus Mayor & Deputy Mayor)
- e) **Planning Committee** – 16 members (plus Mayor & Deputy Mayor)

Membership of Standing Committees was approved.

9. ELECTION OF MEMBERSHIP OF SUB-COMMITTEES

This had been tabled and was agreed. Councillor McGuinness would continue as Transport Coordinator and would be added.

10. FINANCIAL REGULATIONS

The Town Council's Financial Regulations, which were approved at the Town Council meeting on 17 January 2017 were received; no changes had been made.

11. FINANCIAL MANDATE

- a) **Signatories:** Current signatories for the current account being: The Mayor, Deputy Mayor, Chair and Vice Chair of the Finance Committee plus the Chief Officer and Officer. **(Two members plus one officer to sign)**
- b) **Mayor's Charity Account & Civic Ball Account:** To give authority to the Chief Officer and Officer of the Council to be the two signatories for the Mayor's Charity and Civic Ball accounts.
- c) **Bank Mandate:**
To **Resolve** that a banking relationship will be maintained with National Westminster Bank Plc (the Bank), pending review, in accordance with the Mandate and that:
 - ✓ The individuals identified as Authorised Signatories may, in accordance with the Signing Rules, sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, banker's drafts and other payments on the Accounts even if it causes an Account to be overdrawn or exceed any limit;
 - ✓ Any authorised Signatory may give other instructions or requests for information to the Bank in relation to the Accounts; opening accounts with the same Signing Rules and Authorised Signatories; closing accounts; or other banking services or products;
 - ✓ The Bank may accept instructions that do not have an original written signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions;
 - ✓ The Customer will provide to the Bank a copy of its constitution and any amendment to the constitution, certified as correct by the Secretary.

This Mandate will continue until the Organisation gives the Bank a replacement mandate or the Organisation passes a resolution changing the Signing Rules and/or adding or removing an Authorised Signatory by completing and returning the

Change of Signing Authority form in which case this Mandate will continue as amended.

The Financial Mandate was approved.

12. INTERNAL AUDITOR & MONITORING COUNCILLOR

It was proposed by Councillor Hall that the appointment of an independent Internal Auditor (currently Elizabeth Thompson) plus one Councillor (currently Councillor Hawley), to fulfil audit requirements, would continue for a further year.

This was approved.

The meeting closed at 7.35 pm, with the Mayor inviting all present to remain for light refreshments.

Signed Date