

SATTERTHWAITE PARISH COUNCIL

Reference: Annual Parish Council Meeting

Minutes of the Annual Parish Council Meeting held in the Parish Room, Satterthwaite, on Tuesday 14th May 2013.

Present: Councillors David Fletcher (Chairman), Gary Thomason (Deputy Chairman) Mhari Elkington-Crabtree and Grant Nickson; the clerk, Charles Sargeant; and, 1 member of the public [Steven Wakefield].

Apologies: Councillor Mike Thornley (other commitment).

1. Minutes
The minutes of Meeting of 8th May 2012 approved and signed by the Chairman.
2. Officers for the year 2013-2014
These appointments were re-affirmed:
 - a. Chairman – David Fletcher.
 - b. Deputy Chairman – Gary Thomason.
3. Other positions of responsibility
 - a. Highways – Gary Thomason.
 - b. Others– non-specific and shared.
4. Appointment of signatories to accounts
 - a. Cumberland Building Society – current arrangements to continue.
5. Appointment of representatives to outside bodies
As a general principle, the council will be represented at meetings, events and occasions by a councillor, councillors or the proper officer, according to availability and convenience. This principle applies to:
 - a. Lake District Partnership Parish Forum
 - b. CALC South Lakeland District Association
 - c. Inappropriate-and-illegal-use-of-countryside Group
 - d. Local Area Partnership
 - e. Coniston Water Association/Coniston and Crake Partnership
 - f. Red Kite Liaison Group.
6. Review of council documents
As a general principle, the council will retain documents already in place.
7. Frequency of meetings
As a general principle, the council will meet on the second Monday of each month, at 7.30 pm, in the Parish Room, Satterthwaite, but it acknowledges the need for flexibility to allow for councillors' other commitments in order to ensure a quorum.
8. Correspondence
As a general principle, correspondence will be distributed to councillors by email at or near to the time of its arrival, to allow for urgent responses or appropriate discussion at parish council meetings.

This meeting closed at 8.05pm and was immediately followed by an ordinary Meeting.

