

SATTERTHWAITE PARISH COUNCIL

Reference: Annual Meeting

Minutes of the Annual Meeting held in the Parish Room, Satterthwaite, on Tuesday 8th May 2012.

Present: Mr D Fletcher (Chairman), Mrs M Elkington-Crabtree, Mr A Stoker, Mr G Thomason, Mr M Thornley and the Clerk.

1. Declarations of acceptance of office
Declarations of acceptance of office were received from:
David Fletcher
Gary Thomason
Mhari Elkington-Crabtree
Mike Thornley
This leaves a vacancy for a fifth councillor to be co-opted as soon as possible.
2. Registrations of financial interests
Registrations of financial interests are being completed.
3. Resignation
Andrew Stoker attended the meeting to tender a formal resignation. His nomination had been validated but there were private matters that led him to decline the acceptance of office.
4. Minutes
The minutes of Meeting of 16th May 2011 were noted.
5. Officers for the year 2012-2013
These appointments were considered:
 - a. Chairman – David Fletcher.
 - b. Deputy Chairman – deferred.
6. Other positions of responsibility
 - a. Highways – deferred.
 - b. Others– deferred.
7. Appointment of signatories to accounts
 - a. Cumberland Building Society – process of authorisation in progress.
8. 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

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- e. Coniston Water Association/Coniston and Crake Partnership
 - f. Red Kite Liaison Group.
9. Review of council documents
- a. Councillors were given a copy of Standing Orders to consider for updating at the next ordinary meeting (June).
 - b. Other documents will be treated similarly.
10. 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.
11. 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.