

Bretton Parish Council

Minutes of the General Purposes Meeting held on the 10th June 2019 (GP19-01) at 7.30 p.m. at Unit 2, Pyramid Centre Shopping, Bretton.

Present: Councillors: L Aldridge, C Burbage, M Horrell, J Johnson, J Riddler, K Riddler, and M A Stanton.

Others: Bernard Champness – Clerk, T Reason (resident)

Not Present: J Johnson

Open Forum

There was no open forum and the meeting was formally opened at 19.30

1 To elect a Chairperson

1.1 It was **resolved** that Cllr L Aldridge be nominated Chair for the forthcoming year, being the only nomination

2 To elect a Vice Chairperson

2.1 It was **resolved** that Cllr C Burbage be nominated Vice Chair for the forthcoming year, being the only nomination.

3 Apologies for absence, acceptance of Apologies

3.1 Apologies were received from Cllr Lee (work)

3.1.1 Resolved: That the apologies be accepted.

4 Declaration of Interest – To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.

4.1 No one declared an interest in any item on the agenda.

5 To approve the minutes of the meeting held on Monday 16th April 2018 (GP17-03)

5.1 Resolved: that the minutes of the 16th April 2018 be agreed as a true record and duly signed by the Chairperson. It should be noted that no one on this committee were at the meeting on the 16th April 2018 and no one was able to confirm their accuracy.

6 Matters to Report (restricted to those items not listed on the agenda)

6.1 There were no matters to report from the minutes

7 To review the Standing Orders for the GP committee

7.1 The Standing Orders were considered, and it was **resolved** that they should be accepted once Para 3.4 was amended to reflect Item 3 (I) in the Standing Orders for Full Council regarding photographing, recording broadcasting or transmitting at a meeting.

8 To review the following polices

- **Freedom of Information Act and Publication scheme**
- **Training**
- **Complaints/Grievance Procedure**
- **Equality and Diversity Policy.**
- **Safeguarding**

- 8.1 The Clerk explained that we had not yet finished drafting the Safeguarding Policy. He apologised but he was unable to finish the drafting as there was a power cut that morning. He said that once it was finished it should be sent out for approval. He pointed out that we employed people with learning difficulties as well as helping people with learning difficulties run the radio station which is operated from Unit 2. There was then a discussion on whether Parish Councillors should be DBS checked. The Clerk felt that this was unnecessary but advised that if this was considered that these checks should be carried out then that would have to be approved by Full Council.
- 8.2 Other than the safeguarding policy the other policies were considered with suggestions that there should be amendments. In view of the shortage of time it was suggested that a pack of all the policies we had in place should be sent out to every committee member. They could then peruse them in their own time and suggest any amendments with the policies being approved at the next meeting on the 8th July. **Resolved** that this would be the way forward.

9 To consider the website and Social media.

- 9.1 The Clerk pointed out that the minutes that were approved at the meeting on the 16th April 2018 had exactly the same item on the agenda. Despite concerns then being expressed about the website nothing had been taken further although the suggestions put to the Clerk were acted upon and the web pages were amended. It was felt that the website was looking rather dated and tired and was difficult to navigate and not user friendly. In addition, there was nothing about the Parish Councillors. It was **resolved** that a proposal be made to full council that each councillor provides a photograph of themselves with a small biography to be placed on the website. To amend the website to bring it up to date it was agreed that Ian Bratley would be invited to the next meeting where he can be questioned on whether it was possible to do what was being asked and what the likely cost was going to be.

10 To consider the Risk Assessment

- 10.1 The Clerk explained that the Risk Assessment was a 33-page document and we did not have time to go through the entire document. Usually this document was considered in detail by the Chair and the Clerk and it was suggested that this should once again happen and once finished sent to the committee for them to ratify at the next meeting on the 8th July. This was agreed to.

11 Correspondence

- 11.1 There was no correspondence that was received other than what had been discussed at this meeting.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC: in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

12 To discuss a complaint received and how we deal with it.

12.1 The Clerk explained that he was not sure if the complaint was about him or another matter but as there were a number of new members present, he felt that he would have to present the facts to enable a decision to be made. He had taken copies of e-mails that had passed between the complainant and Chair of the Parish Council. These were considered by the members present to enable them to make a decision. It was **resolved** that no further action could be taken by us and that if the complainant wanted to take the matter further then they could.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC: in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential business being concluded, the Press and the Public be invited to return to the Meeting

13 Any other business- *Reminder by Law – information exchange only no decisions can be made*

13.1 There being no other business the meeting was closed at 21.30

14 Date of Next Meeting

14.1 The date of the next meeting – to be held on **Monday 8th July 2019 at 19.30 p.m.** at Unit 2 Pyramid Shopping Centre, Bretton.