

**CHALDON HERRING PARISH COUNCIL AGM
MINUTES**

Thursday 19 May 2011 at 7.30 pm in the Village Hall

		ACTION
1.	PRESENT: Cllrs Cobb, Newberry, Brewster, Watkins, Gibbs, House, C Cllr Brenton, Parish Clerk,	
2.	APOLOGIES: Cllr Whittet, D Cllr Barnes	
3.	All Councillors present completed Declaration of Acceptance of Office and Register of Interests. Clerk to hand one to Cllr Whittet and forward all to PDC.	Clerk Clerk
4.		
5.	ELECTION OF CHAIRMAN Cllr Newberry was proposed by Cllr Cobb and seconded by Cllr Watkins. All Councillors present approved. The Declaration of Acceptance of Office was signed. Clerk to send to PDC.	Clerk
6.	ELECTION OF OFFICERS Cllr Whittet was proposed as Vice Chairman by Cllr Gibbs, seconded by Cllr Brewster and elected unanimously.	
7.	DELEGATION OF COUNCILLORS' RESPONSIBILITIES Footpaths and rights of way – Cllrs Cobb and Watkins SEB/Water Board liaison - Cllr House Transport and Highways – Cllr House Winfrith site – Cllr Newberry Waste - Cllr House Village Hall – Cllr Cobb Trees and Hedgerows – Cllr Brewster Crime Prevention – Cllr Gibbs Village Maintenance – Cllr Brewster Emergency Planning – Cllr Newberry Planning – Cllr Whittet DAPTC – Cllr Whittet Senior Forum – Cllr Brewster DCA – Cllr Whittet Additional responsibilities: River Win - Cllr Cobb Coastal Access Forum - Cllr Whittet Clerk to send nomination form for Cllr Whittet to DAPTC	Clerk
8.	MINUTES of the last AGM were proposed by Cllr Cobb, seconded by Cllr Gibbs, approved and signed by Chair.	
9.	MATTERS ARISING Clerk reported that she had sent an email to Nick Kelly at Lulworth Estate on 14 May to chase work on the 'Smithy'. Tumbledown cottages are under restoration.	
10.	PRESENTATION OF ACCOUNTS Parish Council Accounts for 2010/11 and the 2010/11 audit were	

	presented for approval (John Brewster has kindly done the internal audit.) Proposed by Cllr Cobb, seconded by Cllr Gibbs. Approved by Council and signed by chair. Clerk has reviewed and circulated Code of Conduct, Risk Assessment and Publication Scheme, Financial Regulation and Standing Orders. Cllr Newberry proposed their approval, seconded by Cllr Watkins; approved by Council.	
11.	PARISHIONERS' ITEMS:	
12.	DATE OF NEXT MEETING: To be set at meeting in March 2012	