

**Minutes of the proceedings of Annual Pittington Parish Council Meeting
held in Village Hall, 7pm, High Pittington on Tuesday 17 May 2016**

Present: Councillors: D Turnbull (Chair), J Steer, R Newlove, D Hall, J Lee,
B Whitaker,

Also in attendance: M Toal (Parish Clerk), 5 Members of the public

01/16 Introduction and Welcome

Chairman, Councillor David Turnbull welcomed everyone to the meeting.

02/16 Apologies for absence

Councillors: G Patton, D Hall, B Fenwick,
Apologies accepted and approved

03/16 Election of Chairman 2016/2017

Councillor David Turnbull elected as Chairman of Pittington Parish Council

04/16 Declaration of Office

Declaration of office signed by Councillor David Turnbull

05/16 Election of Vice Chairman 2016/2017

Councillor Jon Steer elected as Vice Chairman of Pittington Parish Council

06/16 Cemetery Fees

Cemetery fees for St Laurence Church cemetery not changed. Fees remain the same as 2015/2016

07/16 Appointment of Lead Members

The appointment of Lead members:

- Planning - Cllr Robin Newlove
- Police Authority representative - Cllr Robin Newlove
- Rights of Way - Cllr David Hall
- Allotments - Cllr David Turnbull
- Policies - Cllrs Berni Whitaker, Robin Newlove
- Cemetery - Cllrs Gillian Patton, Jon Steer

08/16 Sub Committees

Pride in Pittington (PIP) to be a sub committee of Pittington Parish Council

09/16 **Adoption of Governing Documents/Policies**

All updated policies and documents approved and signed

- Standing Orders 2016
- Cemetery
- Financial Regulations
- Publication Scheme
- Disciplinary Procedure
- Public Participation
- Allotment
- Donation/Grant Policy
- Document Retention Policy
- Public Filming, Recording or otherwise reporting – Council/Committee meetings
- Habitual Vexatious Complaints Policy
- Co-Option Policy
- Model Publication Scheme
- Complaints and Safety Policy
- Health and Safety Policy

All meetings ended at 8.51pm

Cllr D Turnbull, Chairman