

Shirebrook

Town Council

Minutes of the **Annual Meeting of Shirebrook Town Council**
held at **7:00pm on Wednesday the 15th of May 2024**
at **Shirebrook Town Council, 209 Station Road, Shirebrook, Derbyshire, NG20 8AF**

PRESENT

Cllr. S Brooks
Cllr. P Chapman
Cllr. T Chapman
Cllr. S Cheeseman
Cllr. C Dale
Cllr. S Fritchley
Cllr. P Harford
Cllr. F Gobey

Cllr. C Kane - CHAIRMAN
Cllr. V Kirby
Cllr. J Lewis
Cllr. B Murray-Carr
Cllr. D Smith
Cllr. N Smith
Cllr. M Stockdale
Cllr. J Wilson

IN ATTENDANCE: Members of the public (15).
Ms S Stevenson – MINUTE CLERK

2024/049 TO ELECT THE TOWN COUNCIL CHAIRMAN FOR THE ENSUING YEAR.

Cllr. Christopher Kane was nominated to be the Chairman for the ensuing year.

No further nominations were received.

RESOLVED: That Cllr. C Kane be elected as Chairman for the ensuing year.

2024/050 TO RECEIVE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED CHAIRMAN.

The newly elected Chairman duly signed the Declaration of Acceptance of Office in the presence of the Proper Officer.

2024/051 TO ELECT THE TOWN COUNCIL VICE CHAIRMAN FOR THE ENSUING YEAR.

Cllr. Paul Harford was nominated to be the Vice-Chairman for the ensuing year.

No further nominations were received.

RESOLVED: That Cllr. P Harford be elected as the Vice Chairman for the ensuing year.

2024/052 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE.

Apologies and reasons for absence had been received or were tendered on behalf of;

Mrs J Jeffery
Cllr. P Harford

RESOLVED: That the apologies and reasons for absence be approved.

2024/053 TO RECEIVE DECLARATIONS OF INTEREST.

There were no declarations of interests tendered to the meeting.

2024/054 TO APPROVE THE MINUTES OF THE ANNUAL ELECTOR'S MEETING HELD 17TH MAY 2023.

RESOLVED: That the minutes be approved as true record of the meeting.

2024/055 TO APPROVE THE MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD 17TH MAY 2023.

RESOLVED: That the minutes be approved as true record of the meeting.

2024/056 TO REVIEW AND APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR.

RESOLVED: That the schedule of meetings be approved.

2024/057 TO REVIEW AND APPROVE THE STANDING ORDERS.

RESOLVED: That the Standing Orders be approved.

2024/058 TO REVIEW AND APPROVE THE CODE OF CONDUCT.

RESOLVED: That the Code of Conduct be approved.

2024/059 TO REVIEW AND APPROVE THE FINANCIAL REGULATIONS.

RESOLVED: That the Financial Regulations be approved.

2024/060 TO REVIEW AND APPROVE THE PRESS & MEDIA POLICY.

RESOLVED: That the Press & Media Policy be approved.

2024/061 TO REVIEW AND APPROVE THE INSURANCE SCHEDULE.

RESOLVED: That the Insurance Schedule be approved.

2024/062 TO REVIEW AND APPROVE THE ASSET REGISTER.

RESOLVED: That the Asset Register be accepted and approved.

2024/063 TO REVIEW AND APPROVE RISK ASSESSMENT DOCUMENTS.

RESOLVED: That the Risk Assessment documents be approved.

2024/064 TO NOMINATE MEMBERS TO COMMITTEES AND TO AGREE CHAIRMAN AND VICE CHAIRMAN FOR EACH COMMITTEE.

a. LEISURE COMMITTEE.

Cllr. S Brooks

Cllr. P Chapman – COMMITTEE VICE-CHAIRMAN

Cllr. T Chapman

Cllr. S Cheeseman

Cllr. C Dale

Cllr. P Harford – COMMITTEE CHAIRMAN / TOWN COUNCIL VICE-CHAIRMAN

Cllr. C Kane – TOWN COUNCIL CHAIRMAN

Cllr. V Kirby

Cllr. D Smith

Cllr. N Smith

Cllr. M Stockdale

b. OPERATIONS COMMITTEE.

Cllr. S Brooks
Cllr. C Dale
Cllr. F Gobey
Cllr. P Harford – TOWN COUNCIL VICE-CHAIRMAN
Cllr. C Kane – TOWN COUNCIL CHAIRMAN
Cllr. J Lewis – COMMITTEE VICE-CHAIRMAN
Cllr. B Murray-Carr – COMMITTEE CHAIRMAN
Cllr. J Wilson

c. FINANCE COMMITTEE.

Cllr. S Fritchley – COMMITTEE CHAIRMAN
Cllr. P Harford – TOWN COUNCIL VICE-CHAIRMAN
Cllr. C Kane – TOWN COUNCIL CHAIRMAN
Cllr. B Murray-Carr
Cllr. N Smith

d. PERSONNEL COMMITTEE.

Cllr. S Brooks
Cllr. S Fritchley
Cllr. P Harford – COMMITTEE CHAIRMAN / TOWN COUNCIL VICE-CHAIRMAN
Cllr. B Murray-Carr
Cllr. D Smith

RESOLVED: That the representatives be approved as above.

2024/065 TO APPOINT INTERNAL AUDITOR FOR THE ENSUING YEAR.

RESOLVED: That Mrs Joanna Simonds be approved as the Internal Auditor for 2024/25.

2024/066 TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES.

NOMINATED AS FOLLOWS;

Bolsover Partnership	Cllrs S Fritchley and C Kane
Pleasley Conservation Group	Cllr C Dale and C Kane
BDC Parish Council Liaison	Cllrs S Fritchley and C Kane
Neighbourhood Watch Liaison	Cllr B Murray-Carr

RESOLVED: That the representatives be approved as above.

2024/067 TO AUTHORISE BANK SIGNATORIES

NOMINATED AS FOLLOWS;

Co-operative – Town Council Cllrs C Kane, J Lewis and M Stockdale

RESOLVED: That the signatories be approved as above.

2024/068 DATE OF NEXT ANNUAL MEETING.

The next Annual Meeting of the Town Council is scheduled to take place on the 14th of May 2025, in accordance with the approved meeting schedule.

SIGNED: _____

DATE: _____