

**CULGAITH PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING**  
**Held on May 16th 2011 at 7.30 pm at Skirwith Village Hall**

**Present:** Councillors J. Hay, M. Helm, P. Jago, K. Philipson, C. Richardson, P. Toppin, J. Slann, L. Wilson

**In Attendance:** No members of the public.

**Apologies:** Mrs Robinson (County Councillor and Mrs Orchard (District Councillor)

- 36/11 Election of Chairman of the Council for 2011/12**  
**Resolved** that Councillor Jill Hay be elected Chairman for the council year 2011/12.
- 37/11 Declaration of Acceptance Of Office**  
Councillor Hay signed a Declaration of Acceptance of Office of Chairman for the council year 2011/12.
- 38/11 Appointment of Vice Chairman of the Council for 2011/12**  
**Resolved** that Councillor Caroline Richardson be appointed Vice Chairman for the council year 2011/12.
- 39/11 Councillors Declaration of Acceptance of Office**  
Councillors Hay, Helm, Philipson, Richardson, Toppin and Wilson signed Declarations of Acceptance of Office.
- 40/11 Apologies for absence**  
J. Ravetz had offered to stand for the vacant seat in Skirwith but was on holiday.  
**Resolved** that the apology be noted and the reason approved.
- 41/11 Minutes**  
**Resolved** that the Minutes of the Meeting held on 7th March 2011 be signed by the Chairman as a true record.
- 42/11 Co-option of new Parish Councillors**  
Following the election on May 5<sup>th</sup> there were three vacancies in the Culgaith Ward and two in the Skirwith Ward. **Resolved** to co-opt Pam Jago and John Slann for the Culgaith Ward and Joe Ravetz for the Skirwith Ward.
- 43/11 Councillors Declaration of Acceptance of Office**  
Councillors Jago and Slann signed Declarations of Acceptance of Office.
- 44/11 Annual Report**  
**Resolved** to accept the draft Annual Report which would be circulated to everyone in the Parish.
- 45/11 Review of Land and Assets**  
**Resolved** that the Clerk should check whether the land at Pinfold, Culgaith was owned by the Parish Council and update the Land and Assets Register accordingly.
- 46/11 Risk Assessment and Management (Financial) 2011/12**  
**Resolved** to approve the Risk Assessment and Management (Financial) for the period April 1<sup>st</sup> 2011 to March 31<sup>st</sup> 2012.

- 47/11 Review and Confirmation of Arrangements for Insurance Cover**  
**Resolved** to approve the review and confirmation of arrangements for insurance cover from June 1<sup>st</sup> 2011.
- 48/11 Review of Council's Membership of Other Bodies**  
**Resolved** to retain membership of the Cumbria Association of Local Councils and the Cumbria Playing Fields Association.
- 49/11 Dates for forthcoming meetings**  
**Resolved** to accept the following dates and venues of future Parish Council meetings  
July 4<sup>th</sup> 2011 - Skirwith Village Hall  
September 5<sup>th</sup> 2011 - Kirkland and Blencarn Recreation Room  
November 7<sup>th</sup> 2011 – Culgaith Victoria Institute  
January 9<sup>th</sup> 2012 – Skirwith Village Hall  
March 5<sup>th</sup> 2012 - Kirkland and Blencarn Recreation Room  
April 23<sup>rd</sup> 2012 – Annual Parish Meeting Culgaith Victoria Institute  
May 8<sup>th</sup> 2012 (AGM). Culgaith Victoria Institute