

**ANNUAL GENERAL MEETING
SOUTHERN CIVIC AMENITY SITE BOARD**

- MINUTE-

THURSDAY 18 MAY 2017 at 7 PM

Present:	Mr J Ludford-Brooks, Mr R Hirst, Mr P Crellin, Mr B Pilling, Mr S Pilling
Apologies:	Mr M Cringle

1. There being no Chair a proposal was made that the Clerk take the Chair.
Proposed: Mr Crellin
Seconded: Mr S Pilling

The Clerk welcomed the Board to the meeting, with mention of Mr Hirst who was attending his first Board meeting. He noted the apologies for absence and asked for declarations.

2. The meeting considered the Minutes of the Annual General Meeting held 26th May 2016.

It was proposed that the Board accept them as a true record.

Proposed: Mr Crellin
Seconded: Mr B Pilling

3. Nominations for Annual or other Statutory Appointments:

1) Chairman: A proposal was made that Mr Ludford Brooks be appointed Chairman

Proposed: Mr Crellin
Seconded: Mr S Pilling

There were no further nominations for Chairman.

Mr Ludford Brooks accepted the nomination and was duly appointed Chairman with all in agreement.

Mr Ludford Brooks took the Chair and proposed that a letter of thanks be sent to Mr Grace, the past Chairman.

Seconded Mr B Pilling

2) Vice Chairman: Mr S Pilling was proposed to fill the post of Vice Chairman.

Proposed: Mr Ludford-Brooks
Seconded: Mr Crellin

Mr Pilling accepted the nomination.

J.M.V. Ludford-Brooks
17/05/18

There were no further nominations to the post of Vice Chairman therefore Mr S Pilling was elected Vice Chairman with all in agreement.

4. Attendance

4.1 Attendance Report for year ending 31st March 2017 was considered and approved for submission.

Proposed: Mr Crellin
Seconded Mr S Pilling

4.2 Suspension of Standing Orders Report year ending 31st March 2017 was considered and approved for submission

Proposed: Mr Crellin
Seconded Mr S Pilling

5. Policy Matters: The meeting considered:

5.1 Attendance Allowances

5.2 Standing Orders on Meetings

5.3 Standing Orders on Contracts

5.4 Bank Mandates

And noted that the Bank mandates require updating to reflect the above appointments

6. Any Other Business

Clerk requested the recording of meetings to improve the quality of minutes. Mr Crellin requested that this is written into the Minutes.

A proposal was made that this be adopted.

There being no further business the meeting closed at 19 16

J.M.V. *Leedford-Brook*
17/05/18