

**MINUTES OF THE SWYNNERTON PARISH COUNCIL (SPC) ANNUAL MEETING
HELD ON THURSDAY 23 MAY 2019 AT ST MARY'S CHURCH HALL, SWYNNERTON**

Present: Cllr K Ong, Chairman
Cllr N Adams
Cllr F Cheadle
Cllr J Malkin
Cllr E Mateu
2 residents of Tittensor Ward
2 residents of Trentham Ward

In attendance: Mrs Liz Harrington-Jones, Swynnerton Parish Clerk (Minutes)
Cllr Jeremy Pert, Staffordshire County Council (SCC)
Cllr R James, Stafford Borough Council (SBC)

Apologies: Councillor D Butler, SPC
Mr N Leeson

19AGM/01 Election of Chairman and Vice Chairman for Parish Council and Planning Committee

19/01.i. Election of Chairman of Swynnerton Parish Council

It was proposed by Cllr Price, seconded by Cllr Adams, and unanimously agreed, that Cllr Ong be re-elected as Chairman. Cllr Ong signed the Declaration of Acceptance of Office.

RESOLVED – That Cllr Ong be elected Chairman of Swynnerton Parish Council.

19/01.ii Election of Vice Chairman of Swynnerton Parish Council

It was proposed by Cllr Ong and seconded by Cllr Adams and unanimously agreed, that subject to his agreement Cllr Butler be re-elected as Vice Chairman.

RESOLVED – That Cllr Butler be elected Vice Chairman of Swynnerton Parish Council.

19/01.iii Election of Chairman of Swynnerton Parish Council Planning Committee

It was proposed by Cllr Ong, seconded by Cllr Malkin, and unanimously agreed, that Cllr Price be elected as Chairman of the Planning Committee.

RESOLVED – That Cllr Price be elected as Chairman of the Planning Committee.

19/01.iv Election of Vice Chairman of Swynnerton Parish Council Planning Committee

It was proposed by Cllr Ong seconded by Cllr Malkin, and unanimously agreed, that Cllr Adams be elected as Vice Chair of the Planning Committee.

RESOLVED – That Cllr Adams be elected as Vice Chairman of the Planning Committee.

19AGM/02 Minutes of the Annual Meeting of Swynnerton Parish Council held on 24 May 2018

The minutes of the Annual Meeting of Swynnerton Parish Council held on 24 May 2018 had previously been circulated and agreed as a true record, and were **NOTED**.

19AGM/03 Standing Orders for Swynnerton Parish Council

The Standing Orders for Swynnerton Parish Council were confirmed.

RESOLVED – That the Standing Orders for Swynnerton Parish Council should be reviewed at the Annual Meeting of Swynnerton Parish Council in 2020.

19AGM/04 Financial Regulations for Swynnerton Parish Council

The Financial Regulations for Swynnerton Parish Council were confirmed.

RESOLVED – That the Financial Regulations for Swynnerton Parish Council should be reviewed at the Annual Meeting of Swynnerton Parish Council in 2020.

19AGM/05 Code of Conduct for Swynnerton Parish Council

The Code of Conduct for Swynnerton Parish Council was confirmed.

RESOLVED – That the Code of Conduct for Swynnerton Parish Council should be reviewed at the Annual Meeting of Swynnerton Parish Council in 2020.

19AGM/06 Website for Swynnerton Parish Council and Parish Council Newsletter

The website for Swynnerton Parish Council had been regularly updated and was compliant with the requirements of the Transparency Code.

19AGM/07 DCRG

Standard documents for inclusion on the record including the website were approved.

There being no other business, the Chairman declared the meeting closed.