

# SATTERTHWAITE PARISH COUNCIL

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Reference: Annual Parish Council Meeting

## **Minutes of the Annual Parish Council Meeting held in the Parish Room, Satterthwaite, on Tuesday 6th May 2014.**

Present: Councillors David Fletcher (Chairman), Mike Thornley and Grant Nickson; the clerk, Charles Sargeant; and, 1 member of the public [Steven Wakefield].

Apologies: Councillors Gary Thomason and Mhari Elkington-Crabtree (early evening commitments).

1. Minutes  
The minutes of Meeting of 14th May 2013 approved and signed by the Chairman.
2. Officers for the year 2014-2015  
These appointments were re-affirmed:
  - a. Chairman – David Fletcher.
  - b. Deputy Chairman – Gary Thomason.
3. Other positions of responsibility
  - a. Highways – Gary Thomason.
  - b. Others– non-specific and shared.
4. Appointment of signatories to accounts
  - a. Cumberland Building Society – current arrangements to continue.
5. Appointment of representatives to outside bodies  
As a general principle, the council will be represented at meetings, events and occasions by a councillor, councillors or the proper officer, according to availability and convenience. This principle applies to:
  - a. Lake District Partnership Parish Forum
  - b. CALC South Lakeland District Association
  - c. Inappropriate-and-illegal-use-of-countryside Group
  - d. Local Area Partnership
  - e. Coniston Water Association/Coniston and Crake Partnership
6. Review of council documents  
As a general principle, the council will retain documents already in place.
7. Frequency of meetings  
As a general principle, the council will meet on the first Monday of each month, at 7.30 pm, in the Parish Room, Satterthwaite, but it acknowledges the need for flexibility to allow for councillors' other commitments in order to ensure a quorum.
8. Correspondence  
As a general principle, correspondence will be distributed to councillors by email at or near to the time of its arrival, to allow for urgent responses or appropriate discussion at parish council meetings.

This meeting closed at 7.25pm and was immediately followed by an ordinary Meeting.

