

GARGRAVE PARISH COUNCIL

Minutes of Annual Meeting of the Council

Held at 6:30 pm on Wednesday 22nd May 2025

Present:

Gregory L Butt (GLB) Chair
Claire Cadman (CC)
Chris Hoskin (CH)
Karen Hunter (KH)
Derek Steele (DSt)
Alan Sutcliffe (AS)
Martin Banks (MB) Acting Proper Officer

1. TO APPOINT A CHAIR FOR YEAR 2025-2026

The Acting Proper Officer asked for nominations to become Chair for 2025/26.

DSt proposed that GLB be appointed. This was Seconded by AS and unanimously agreed

2. TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE.

The Acting Proper Officer invited GLB to sign the Declaration of Acceptance of Office, which he duly completed.

3. TO APPOINT A VICE-CHAIR FOR YEAR 2025-2026

The Chair asked for nominations of the position of Vice-Chair for 2025/26.

DSt proposed that KH be appointed. This was seconded by CH and unanimously agreed.

4. TO RECEIVE APOLOGIES FOR ABSENCE AND CONSIDER FOR APPROVAL THE REASONS GIVEN FOR ABSENCE BY COUNCILLORS

DS and IA had both sent apologies for absence, both reasons were considered and accepted.

5. PARISH CLERK AND RFO INDUCTION.

The Chair introduced Jayne Dunlop (attending the meeting as a member of the public) explaining that she had accepted the offer to become Clerk & RFO. Having already started her induction, with the Chair and Acting Proper Officer, the aim was for her to be established as Clerk for the Jul 25 Parish Council meeting. Following that she would conduct YLCA training, continue her RFO induction with MB and be fully established as Clerk & RFO for the Aug 25 Parish Council meeting.

6. PARISH COUNCILLOR RESPONSIBILITIES:

6.1 Working Groups:

6.1.1 TGR WG:

It was unanimously agreed that the TGR WG should remain and that the current members be retained.

Proposed by GLB Seconded by DST

6.1.2 Environmental WG:

It was unanimously agreed that the Environmental WG should remain and that the current members be retained.

Proposed by GLB Seconded by AS

6.1.3 River Aire WG:

It was unanimously agreed that the River Aire WG should remain and that the current members be retained.

Proposed by GLB Seconded by KH

6.1.4 Communications WG:

It was unanimously agreed that the Communications WG should be dissolved.

Proposed by GLB Seconded by CH

6.2 INDIVIDUAL COUNCILLOR RESPONSIBILITIES:

6.2.1 Communication/Media

It was unanimously agreed that CD should become the Communications/Media Officer for Gargrave Parish Council.

Proposed by GLB Seconded by KH

6.2.2 VAS

In the absence of IA, it was agreed that this Item be brought forward to the next monthly meeting of the Parish Council

The meeting closed at 7:00 pm