

RAYNE PARISH COUNCIL
MINUTES OF THE ANNUAL ASSEMBLY HELD ON FRIDAY 4th MAY 2001

Present: Councillors: Giles
Jiggins
Mrs. Kukiewicz
Lee
MacNee
Meadows
Mrs Shepherd
Mrs Roberts
Wootton

In the Chair: Councillor Mrs Kukiewicz

1. ELECTION OF CHAIRMAN.

Cllr Jiggins proposed Cllr Mrs Kukiewicz as Chairman for the forthcoming year. Seconded by Cllr Lees and agreed by all present.

Cllr Mrs Kukiewicz informed the meeting she would be returning to University in September and may need to review her position once the workload becomes clear.

2. ELECTION OF VICE CHAIRMAN

Cllr MacNee proposed Cllr Jiggins as Vice Chairman for the forthcoming year. Seconded by Cllr Meadows and agreed by all present.

Cllr Jiggins stated he does not intend to stand as Chairman again so the position of Vice Chairman will need to be looked at next year. It is important to elect a Vice-Chairman that will ultimately stand as Chairman.

Cllr Jiggins also stated that the Standing Orders of the Council need to be reviewed, i.e. the length of time in office by the Chairman should be looked at. It was agreed this would be an item on a future Parish Council agenda.

3. THE ELECTION OF MEMBERS TO VARIOUS BODIES.

<u>Committee</u>	<u>2000/2001 Representative</u>
Village Hall Committee	Cllr Smith
Felsted United Charities	Cllr Roberts
EALC Voting Members	Cllrs MacNee, Kukiewicz, Roberts & Meadows
BALC	Cllrs Meadows, Roberts & Jiggins
Traffic Management	Cllr MacNee
Fritch Way Liaison Group	Cllrs Meadows & Jiggins
ECC Footpaths	Cllrs Wootton & Giles
Rayne Village Society	Cllr Kukiewicz
Planning Sub Committee	Cllrs Meadows, Smith, Giles & Kukiewicz
Rayne Primary School	Cllr Kukiewicz (until 2002)
Road Steward Team	Cllrs Roberts, Smith, Giles & MacNee
Notley Liaison Group	Cllr Smith
Rayne Village Tree Warden	Cllr Jiggins
Health Authority Rep	Cllr MacNee
Ramp Project	Cllr MacNee
Street Enhancement	Cllr Shepherd
Groundsman Responsibility	Cllr Jiggins
Cluster Group Co-ordinator	Cllr Roberts

Responsible Financial Officer	The Clerk – Mel Whiteside
Internal Auditor	Cllr Roberts
Accounts to be Agreed by	Cllr Smith
Internal Audit Assessment	Cllr Wootton
Parish Passenger Representative	Cllr Kukiewicz

Proposed en bloc Cllr Giles, Seconded Cllr Wootton, unanimously agreed.

4. ANNUAL REPORT BY THE CLERK.

Cllr Jiggins proposed this be adopted as a true and accurate report.
Seconded Cllr Giles, agreed by all present.

5. CLOSURE.

The meeting was closed at 7:40 p.m.

Signed: Date: