

CHERITON BISHOP PARISH COUNCIL

**Minutes of the Cheriton Bishop Parish Council Annual Meeting held on Monday 13th May 2019
at Spalding Hall, Cheriton Bishop**

Present: Cllrs C Carter, T Vooght, D Milton (Vice Chair), D Tripp (Chairman), P Dicker, P Endacott, A Wood, D Coren (MDDC) and S Penny (MDDC)

In Attendance: D Shepherd (Clerk) and 1 member of the public

19/20 – 22 To elect the Chairman of the Council and to receive the Chairman’s Declaration of Acceptance of Office

It was **resolved** to elect Cllr Tripp as Chairman and he signed the Declaration of Acceptance of Office (Proposed Cllr Vooght)

19/20 – 23 To elect the Vice Chairman and to receive the Vice Chairman’s Declaration of Acceptance of Office

It was **resolved** to elect Cllr Milton as Vice Chairman and he signed the Declaration of Acceptance of Office (Proposed Cllr Tripp)

19/20 – 24 To receive the Councillors Declarations of Acceptance of Office

Declarations of Acceptance of Office were received from Cllrs Vooght, Tripp, Endacott, Dicker, Wood, Milton and Carter

19/20 – 25 To receive and accept apologies

Apologies were received from Cllr Way

19/20 – 26 To receive Declarations of Interest: To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

There were no Declarations of Interest

19/20 – 27 Public Participation: To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

There was no public comment

19/20 – 28 To consider whether to retain Committees and if so which Councillors will serve on each Committee:

- a. Planning**
- b. Finance/Human Resources**

It was **resolved** to retain the Committees with the following membership:

Planning: Cllrs Carter, Dicker, Milton, and Endacott
Finance/Human Resources: Cllrs Carter, Endacott, Vooght and Tripp

19/20 – 29 To confirm representatives on the following organisations: Newsletter Committee

It was **resolved** that Cllrs Milton and Dicker were the Council’s representatives on the Newsletter Committee

19/20 – 30 To confirm the Council’s Asset Register

It was **resolved** to confirm the Asset Register

Signed.....Date.....

- 19/20 – 31 To review the Council’s Insurance policy**
 It was **resolved** to add vandalism insurance for the defibrillator and to seek a discount, if available, for a 3 year commitment to the insurers (Proposed Cllr Vooght)
- 19/20 – 32 To review the Council’s Standing Orders**
 It was noted that the Standing Orders had been updated in 2018/19 in line with NALC documents.
- 19/20 – 33 To review the Council’s Financial Regulations**
 It was noted that the updated Standing Orders included updated Financial regulations
 It was **resolved** that Cllr Tripp would become a signatory to the Council bank account (Proposed Cllr Tripp)
- 19/20 – 34 To affirm eligibility for the General Power of Competence**
 It was **resolved** to reaffirm the General Power of Competence (Proposed Cllr Tripp)
- 19/20 – 35 To review the Council’s complaints procedure**
 It was noted that the Council had not received any formal complaints in 2018/19 and that the procedure did not need review
- 19/20 – 36 To review and decide on amendments to Council policies: GDPR**
 It was noted that the GDPR Action Plan is progressing and the Privacy Policy for Staff and Councillors had been circulated for approval
- 19/20 – 37 To confirm the process for filling the vacancy on the Parish Council**
 The Clerk reported that the Council could now co-opt and she had prepared Co-option notices for immediate publication
- 19/20 – 38 Date and Time of Next Annual Meeting: May 11th 2020**

Signed.....Date.....