

## ALREWAS PARISH COUNCIL

### Minutes of the Annual Parish Council meeting held on Monday 20 May 2019 in Alrewas Village Hall

#### Confirmed

**PRESENT** Cllrs David Butcher, John Pegg, Janette Potter, Jane Reilly, Margaret Stanhope and Dave Whatton (Chair).

**IN ATTENDANCE** CClr Janet England, District Cllrs Michael Wilcox and Derick Cross, Ms Kathryn Powell, Clerk, Mrs Jean Burton, Accounts Officer.

Members of the public were welcomed to the meeting and thanked for their attendance. All Cllrs were congratulated on their election. New Cllr Denise Tolson was welcomed in her absence, as was District Cllr Sonia Wilcox. CClr Janet England and District Cllrs Wilcox and Cross were welcomed.

#### **1 Election of Chair**

a The election of Cllr Whatton as Chair was proposed, seconded and **RESOLVED** unanimously. He made his Declaration of Acceptance of the Office.

#### **2 Co-option of Cllr**

a Noted that there had been an administrative issue concerning the nomination form for Jane Reilly which had caused it to be rejected by LDC. **RESOLVED** unanimously: To co-opt Jane Reilly onto the Council with immediate effect.

#### **3 Election of Vice Chair**

a The election of Cllr Reilly as Vice Chair was proposed, seconded and **RESOLVED** unanimously.

b The Chair recorded the gratitude of the Council to ex Cllr Donna Moss, previous Vice Chair, for her long and committed service to the Parish Council. A letter of thanks would be sent to her.

**ACTION: Chair/Secretary**

#### **4 Declarations of office**

a Cllrs Butcher, Pegg, Potter, Reilly and Stanhope made their Declarations of Acceptance of Office verbally to the meeting.

b Noted: that Cllr Tolson had previously made her Declaration of Acceptance of Office in front of the Chair and Clerk on 9 May 2019.

c Cllr Altham would make her Declaration to the next meeting, health permitting.

#### **5 Apologies**

a Noted and accepted: Cllr Denise Tolson, at an engagement accepted prior to her election. Cllr Jan Altham, in hospital. A card would be sent to her with good wishes from the Council.

**ACTION: Clerk**

#### **6 New Declarations of Interest**

a Noted: that there were no new declarations of interest.

#### **7 Code of Conduct**

a **RESOLVED:** to approve the slightly amended Code of Conduct. **(APC/19/AM/1).**

#### **8 Standing Orders**

a **RESOLVED:** to approve the slightly amended Standing Orders. **(APC/19/AM/2).**

**ALREWAS PARISH COUNCIL**

**Minutes of the Annual Parish Council meeting held on Monday 20 May 2019 in Alrewas Village Hall**

**Confirmed**

**9 Business Risk Assessment**

a **RESOLVED:** to approve the slightly amended Business Risk Assessment 2019-20 (**APC/19/AM/3**).

**10 Council representatives**

a Considered: the list of council representatives on internal Council groups and external bodies (**APC/19/AM/4**). **RESOLVED:** current memberships would remain. Cllrs were asked to volunteer for vacant roles. **ACTION: All Cllrs**

**11 Financial statements**

a Annual Governance Statement:

The Annual Governance Statement was read to the meeting. **RESOLVED:** to approve the signature of the Annual Governance Statement (**APC/19/AM/5**).

b **RESOLVED:** to approve the signature of the Accounts for the year ending 31 March 2019 (**APC/19/AM/6**).

c **RESOLVED:** to approve the Chair's allowance in pursuance of Section 15 (5) of the Local Government Act 1972 as £325 for the year. This amount was unchanged from previous years.

d **RESOLVED:** to reappoint the internal auditor, Mrs Sandra Morris of Black Rose Solutions. **ACTION: Clerk**

e **RESOLVED:** to remove ex Cllrs Moss and Niblock from the list of Bank Signatories and to add Cllr Reilly as Vice Chair. Signatories would be Cllr Whatton, Cllr Butcher, Cllr Pegg, Cllr Reilly and Cllr Stanhope. **ACTION: Clerk**

**12 Date of next Annual council meeting**

a The next Annual meeting will be held on Monday 11 May 2020 at 7.30pm.

The meeting ended at 20.00pm.

..... **Chair/Vice  
Chair**

..... **Date**