

APC/22-23/AM/M

ALREWAS PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF ALREWAS PARISH COUNCIL
HELD ON MONDAY 16 MAY 2022 IN THE BANK COFFEE HOUSE, MAIN
STREET, ALREWAS AT 7.10PM**

Present:

Clls Dave Whatton (Chair), Jane Reilly (Vice Chair), Elizabeth Lawler, Donna Moss, Stuart Threlfall, Michael Wilcox

In attendance:

District Cllr Derick Cross, District Cllr Sonia Wilcox, Ms Kathryn Powell, Clerk

The Chair thanked everyone for their attendance.

The Chair thanked Cllr Reilly for allowing the Parish Council to meet at the Bank Coffee House as the Village Hall was unavailable due to a sudden fault with the fire alarm system.

1. Election of Chair of the Council for the ensuing year, followed by the Declaration of Acceptance of Office

a Vice Chair Cllr Reilly took the Chair for this item.

b **RESOLVED:** to re-elect Cllr Dave Whatton as Chair.

c **RESOLVED:** to accept Cllr Whatton's Declaration of Acceptance of Office

d Cllr Whatton re-took the Chair.

2. Election of Vice Chair of the Council for the ensuing year followed by the Declaration of Acceptance of Office

a **RESOLVED:** to re-elect Cllr Jane Reilly as Vice Chair.

b **RESOLVED:** to accept Cllr Reilly's Declaration of Acceptance of Office

3. Apologies

a Considered and approved: apologies from Cllrs Mark Hupperdine (holiday), Jessica Nicklin (an investiture), Cllr Janet Eagland (another event)

b Noted: that the meeting was quorate.

4. Declarations of members interests

a Noted: that Cllr Whatton made a Declaration for agenda item 5 c Chair's annual allowance.

b Noted: that no Dispensations were required.

5. Financial Statements

a **RESOLVED:** to approve and sign the Annual Governance Statement for the year ended 31 March 2022 (**APC/22-23/AM/1**). **ACTION: Clerk**

b **RESOLVED:** to approve and sign the Accounting Statement for the year ended 31 March 2022 (**APC/22-23/AM/2**). **ACTION: Clerk**

c Cllr Reilly took the Chair for this item. **RESOLVED:** to agree that the amount of the Chair's allowance in pursuance of Section 15(5) of the Local Government Act 1972 remains at £325 per annum.

d Cllr Whatton retook the Chair.

e **RESOLVED:** to re-appoint the Internal Auditor, Mrs Sandie Morris. The Clerk was asked to thank Mrs Morris for her work in supporting the Parish Council by acting as a critical friend. **ACTION: Clerk**

f **RESOLVED:** to determine the bank signatories (**APC/22-23/AM/3**) as:

Cllr Dave Whatton
Cllr Jane Reilly
Cllr Donna Moss
Cllr Michael Wilcox
Ms Kathryn Powell (Clerk)
Mrs Jean Burton (Accounts Officer)

ACTION: Clerk

Noted: that cheques would still have to be signed by two Cllrs including either the Chair or Vice Chair or both of them. Noted: that the Parish Council would still need approved signatories if it moved to online banking.

6. Proposed Schedule for the re-approval of Policies

a Approved: the Schedule of reapproval of policies applicable to this Parish Council (**APC/22-23/AM/4**).

7. Code of Conduct

a Reviewed and **RESOLVED** to readopt the revised Code of Conduct applicable to this Parish Council (**APC/22-23/AM/5**) **ACTION: Clerk**

8. Standing Orders

a Reviewed and **RESOLVED** to readopt the Standing Orders applicable to this Parish Council (**APC/22-23/AM/6**) **ACTION: Clerk**

9. Financial Regulations Orders

a Reviewed and **RESOLVED** to readopt the Financial Regulations applicable to this Parish Council (**APC/22-23/AM/7**) **ACTION: Clerk**

10. Business Risk Assessment

a Reviewed and **RESOLVED** to readopt the Business Risk Assessment applicable to this Parish Council (**APC/22-23/AM/8**) **ACTION: Clerk**

11. Strategic and Operating Plan

a Reviewed and **RESOLVED** to readopt the Strategic and Operating Plan applicable to this Parish Council (**APC/22-23/AM/9**) **ACTION: Clerk**

12. Report on GDPR and FOI

a Considered: the Annual Report on GDPR and FOI (**APC/22-23/AM/10**). Noted: that the Parish Council remains compliant with legislation.

13. List of working groups and membership and representatives on other bodies

a Noted: that this will be reapproved at a future meeting due to the vacancy. **ACTION: Clerk**

14 Date of next Annual Parish Council meeting

a Noted: that the next Annual Council Parish Meeting will be held on **Monday 15 May 2023** at Alrewas Village Hall starting at 7.00pm – subject to confirmation

The meeting finished at 7.20pm.

APC Annual Meeting May 2022 Minutes

Confirmed

Chair's initials

Kathryn Powell, Clerk, Alrewas Parish Council, 17 May 2022. Confirmed

Confirmed