

ALREWAS PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF ALREWAS PARISH COUNCIL HELD ON MONDAY 13th MAY 2024 IN THE VILLAGE HALL AFTER THE PARISH ASSEMBLY

Present

Cllr D Whatton (Chair), Cllr E Lawler, Cllr M Wilcox, Cllr M Lomas, Cllr R Stephenson, Cllr S Keane

In attendance

County Cllr Janet England, Donna Moss (Clerk/RFO)

1. Election of the Chair for 2024-2025, followed by the Declaration of Acceptance of Office

- a. **RESOLVED:** to re-elect Cllr Dave Whatton as Chair
- b. **RESOLVED:** to accept Cllrs Whatton's Declaration of Acceptance of Office

2. Election of Vice Chair for 2024-2025

- a. **RESOLVED:** to re-elect Cllr Adams as Vice-Chair
- b. **RESOLVED:** to accept Cllr Adams' Declaration of Acceptance of Office, to be read and signed in the June meeting

3. Apologies

- a. Noted and approved: apologies from Cllr Adams, Cllr Reilly and District Cllr S Wilcox
- b. Noted that the meeting was quorate

4. Reapproval of Policies

RESOLVED: to approve the following policies:

- a. Code of Conduct
- b. Standing Orders
- c. Financial Regulations
- d. Business Risk Assessment
- e. Website Accessibility Statement/ Online Usage Policy
- f. GDPR Privacy Policy
- g. GDPR Privacy Notice
- h. GDPR Retention Schedule
- i. GDPR Personal Information Register
- j. Publications Scheme

5. Membership of Working Groups and representatives on external bodies

- a. **RESOLVED:** to approve the updated list of Working Group chairs and members
- b. **RESOLVED:** to approve the list of representatives on external bodies. Noted that Cllr Lawler volunteered to be Alrewas Youth Representative, and that there are still some vacancies to fill

6. Financial Matters

- a. **CONFIRMED:** the veracity of all statements in Section 1 of the Annual Governance Statement
- b. **RESOLVED:** to approve the signature and submission of the Annual Governance Statement
- c. **RESOLVED:** to approve and sign the Accounting Statement for the year ended 31 March 2024
- d. **RESOLVED:** to approve the Chair's allowance of £325 in pursuance of Section 15 (5) of the Local Government Act 1972
- e. **INTERNAL AUDITOR**
 1. **RESOLVED:** to reappoint the Internal Auditor, Mrs Sandie Morris, Black Rose Solutions
 2. **NOTED:** the audit report and action points, for review in the June meeting
- f. **RESOLVED:** to appoint Cllr Adams as a new bank signatory

7. Annual Report on GDPR and Data Protection

RESOLVED: to accept the annual report

8. Date of next Annual Parish Council meeting

NOTED: that the next Annual Council Parish Meeting will be held in May 2025, date to be confirmed

Donna Moss
Parish Clerk/RFO, Alrewas Parish Council,
14th May 2024