

**WOODNEWTON PARISH COUNCIL
ANNUAL MEETING
Tuesday 7th May 2013 7.30
In THE VILLAGE HALL, Orchard Lane**

MINUTES

Present: Cllr D. Webb (Chair) (DW), Cllrs G Bradbury (GB), A. Hansford (AH), A. Smith (AS), N. Sadler (NS), J. Haynes (JH) Clerk Liz Holland (LH),

	ACTION
1. Election of Chair- David Webb was nominated by Cllr Hansford and seconded by Cllr Sadler & duly elected Chair. He signed his declaration of acceptance of office. Cllr Hansford praised Cllr Webb for another successful year.	
2. PUBLIC TIME –	
3. Declarations of Members’ Interests - none	
4. Apologies for absence – ACCEPTED from Cllr Burgess	
5. Appointment of Vice Chair & allocation of responsibilities – Cllr Hansford was proposed as VC, seconded & duly elected. Councillors’ responsibilities to remain unchanged. Clerk was asked to display them on the notice-board.	LH
6. PROPOSAL To re-affirm standing orders - AGREED with the changes to Section 7 covering Code of Conduct & dispensations (previously agreed).	LH
7. PROPOSAL To renew acceptance of the financial regulations- AGREED	
8. PROPOSAL To agree the internal audit service provided by NCALC is adequate & appropriate. AGREED	
9. Review insurance and the risk assessment- No changes required	
10. Review the Council’s complaints procedure - No changes required	

11. Review the Council's procedures for requests under the Freedom of Information Act 2000 - No changes required	