



WOODNEWTON PARISH COUNCIL - ANNUAL MEETING TUESDAY 3rd May 2021, Village Hall, 8pm

(DRAFT) MINUTES

Present: Cllr Hansford, Cllr Neville, Cllr Blackmore, Cllr Guttridge, Cllr Phythian, Cllr Goodall and Amy Miller (Clerk and RFO)

1. Election of Chairman

Cllr Hansford was nominated by Cllr Neville and seconded by Cllr Phythian. There were no other nominations. Council **AGREED** unanimously. Cllr Hansford to be elected Chairman of the Parish Council for 2022 to 2023. Cllr Hansford to sign the Acceptance of Office Declaration.

2. Declarations of Interests from Councillors

None

3. Apologies for Absence

Cllr Swallow had sent apologies in advance.

4. Election of Vice-Chairman

Cllr Neville was nominated by Cllr Hansford and seconded by Cllr Blackmore. There were no other nominations. Council **AGREED** unanimously. Cllr Neville to be elected Vice - Chairman of the Parish Council for 2021 to 2022. Cllr Neville to sign the Acceptance of Office Declaration.

5. Allocation of Responsibilities

It was agreed to continue the status quo with responsibilities which had been allocated in July 2021 (attached)

6. Financial Management During the Year.

Council reviewed its Financial Management arrangements for the year ending 31st March 2022 and **AGREED** that they met the requirements of the Accounts and Audit Regulations and Proper Practice.

7. Standing Orders

There being no changes required, council **RE-ADOPTED** its Standing Orders.

8. Financial Regulations

There being no changes required, council **RE-ADOPTED** its Financial Regulations.

9. Council's Policies and Procedures

There being no changes required, Council **RE-ADOPTED** it's Policies and Procedures on Freedom of Information, Risk Assessment, Complaints Procedures, GDPR, Equal Opportunities Policy and the Councillor Code of Conduct (May 2021)

10. Insurance Cover

It was **AGREED** the value of the street furniture and playground equipment would be increased in the policy renewal. The Clerk to collate several quotes and advise the Council soonest, prior to renewal on June 1st.

11 Dates for the next Annual Meeting

The next Annual Meeting of the Parish Council will be held on 8th May 2023 (the first non Bank Holiday Monday in May.)

11. Dates for the next Monthly Parish Council Meetings

Council **AGREED** the following dates:

06/06,04/07,08/08,05/09,03/10,07/11,05/12,09/01,06/02,06/03,03/04

13. Close of Meeting

The Chairman closed the meeting at 20.22.

Chairman's Signature.....

Date 6th June 2022

Prepared by Amy Miller Clerk and RFO

E-mail: woodnewtonpc@gmail.com

Telephone 07767 308859

10th May 2022