

Minutes of the Annual Parish Council meeting of Avon Dassett Parish Council

15th May 2023 at

The Reading Room, Avon Dassett

The meeting commenced at 19.00

1. To Elect a Chair and Vice-Chair and to receive the Chair's Declaration of Acceptance of Office

CLlr Gill stated that he has been a Councillor for many years and Chair for the last 7 years and that in the interests of succession planning he will not be standing for Chair.

CLlr Gill proposed that CLlr Muffitt be elected Chair.

Seconded: CLlr Blakeman

Unanimously approved

CLlr Muffitt thanked CLlr Gill for his term of office.

CLlr Muffitt invited Councillors to stand as Vice-Chair; no one put themselves forward. CLlr Muffitt asked CLlr Gill if he would be willing to stand. CLlr Gill confirmed that he would and that he will work with and support the new Chair.

CLlr Muffitt proposed that CLlr Gill be elected Vice-Chair.

Seconded: CLlr Hirst

Unanimously approved

The Chair signed the Declaration of Acceptance of Office.

2. Record of Members Present

CLlr Mike Blakeman

CLlr Trevor Gill (Vice-Chair)

CLlr Liz Hirst

CLlr Alex Jackson

CLlr Darrell Muffitt (Chair)

CLlr Mills

Joanne Jarman (JJ) – Parish Clerk (minute taker)

Three members of the public were present.

3. To Receive Apologies and the Reasons for Such Absence

CLlrs Gist and Rock

4. To confirm the approval of the minutes of the meeting held on 9th May 2022, approved on 7th July 2022

It was confirmed that the minutes of the Annual Parish Council meeting held on 9th May 2022 were approved at the ordinary meeting held on 7th July 2022.

5. To approve the Standing Orders

It was proposed that the Standing Orders be approved.

Proposed: CLlr Gill

Seconded: CLlr Hirst

Unanimously approved

<p>6. To approve the policy review schedule Proposed: Cllr Gill Seconded: Cllr Jackson Unanimously approved</p>
<p>7. To approve the following: i. Code of Conduct ii. Risk Assessment iii. Scheme of Delegation iv. Financial Regulations v. Review of inventory</p> <p>Proposed: Cllr Gill Seconded: Cllr Muffitt Unanimously approved</p>
<p>8. To receive the completed and signed Acceptance of Office from all Councillors All Councillors signed and returned their forms.</p>
<p>9. To receive the completed and signed Code of Conduct Declarations from all Councillors (part of agenda item 8 declaration) All Councillors completed, signed and returned their forms.</p>
<p>10. To receive the completed Declaration of Pecuniary Interests forms from all Councillors Cllrs Blakeman, Gill, Jackson and Muffitt returned their completed and signed forms. Cllr Hirst will forward her completed form to the Clerk.</p>
<p>11. To review the responsibilities of the Councillors It was agreed that Councillors retain their existing responsibilities; it was acknowledged that Cllr Jackson is newly elected so will only be allocated responsibility for community policing and Neighbourhood Watch at this stage. Cllr Gill will take on the following additional responsibilities:</p> <ul style="list-style-type: none"> • Highways, drains • Green areas • Street lights <p>The Projects Group will elect a chair at its next meeting.</p> <p>The responsibilities will be reviewed in 3 to 4 months' time.</p>
<p>12. To confirm the insurance cover in respect of insurable risks The insurance cover was considered at the meeting held on 6th March 2023.</p>
<p>13. To review expenditure incurred under s137 of the LGA 1972 A137 expenditure is included in the financial statements for the year to 31st March 2023</p>
<p>14. To confirm the time and place of ordinary meetings of the Parish Council The dates of the meetings for the remainder of the year were agreed at the meeting held on 7th November 2022. Meetings will be held at 7pm at the Reading Room.</p>
<p>The meeting closed at 19.11</p>