Annual Meeting of Pailton Parish Council24th May 2021

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| 2021-001 | **Election of Chairman**  Resolved: Cllr T. Simpson proposed Cllr. Louise Monkman for Chairman, seconded by Cllr A. Gillias. Cllr L. Monkman accepted the designation. |
| 2021-002 | **Election of Vice Chairman**  Resolved: Cllr L. Monkman proposed Cllr. Tina Simpson for Chairman, seconded by Cllr A. Gillias. Cllr T. Simpson accepted the designation. |
| 2021-003 | **Record of members present**  Present: H. Denton-Stacey (clerk), P. Morris-Jones, A. Gillias, L. Monkman, T. Simpson. Public: K. Shaw, K-A Browne, L. Hanford, A. Simpson. |
| 2021-004 | **Apologies and accept reasons for absence**  None. |
| 2021-005 | **To Receive Any Written Request for Disclosable Pecuniary Interests Dispensations.**  **Sent prior to meeting on email due to restrictions on paper sharing:**  Cllr L. Monkman as member of VHT & working party for WCC, Cllr’s L.Monkman, Cllr T. Simpson, Cllr P. Morris-Jones & Cllr A. Gillias as committee members of the White Lion group. Cllr A. Gillias as member of RBC Planning & Parish Champion |
| 2021-006. | **To receive the Chairman’s Declaration of Acceptance of Office**  The Declaration was signed virtually in the presence of the clerk. |
| 2021-007. | **To receive the Vice Chairman’s Declaration of Acceptance of Office**  The Declaration was signed virtually in the presence of the clerk. |
| 2021-008. | **To Agree Dates for Council Meetings for the Year**.  Clerk has prepared a list of dates up to and including next year’s APM, AGM & Ord. Parish Council Meeting in May 2022. These were agreed as 4th Monday of each month.  The clerk to update the website. |
| 2021-009. | **To Allocate Parish Councillors Duties & Appoint Representatives to Sit on Outside Bodies**  Cllr LM agreed to act as officer for WCC working party. Cllr A. Gillias as Parish Champion. |
| 2021-010. | **Audit 202-2021**  **10.1 Consideration of Internal Audit Report**  **A) Consider the findings of the review by the members meeting as a whole**  **10.2 Approve The Annual Governance Statement by resolution in advance of approving the accounting statements**  Resolved: Cllr L. Monkman proposed to approve the Governance statement, seconded by Cllr A. Gillias. All agreed.  **10.3 A) Consider the accounting statements by the members meeting as a whole**  **B) Approve the Accounting Statements by resolution**  Resolved: Cllr T. Simpson proposed to approve the Accounting statement, seconded by Cllr P. Morris-Jones. All agreed.  **C) Ensure the accounting statements are signed and dated by the person presiding at the meeting at which that approval is given.** |
| 2021-011.  2021-012.  2021-013  2021-014 | **To agree to review Council’s Standing Orders and Financial regulations.**  The policies were sent via email due to restrictions on paper sharing, AGREED as up to date and AGREED to review them should any new legislation be put forward.  **White Lion Update:**  Cllr T. Simpson advised that the webinar held on 21st May was attended by 30 residents. The committee would like the whole village to see the presentation so will be arranging a presentation in the village hall following capacity guidelines. A recording will also be added to the website. Another flyer is planned to circulate to the village. She feels its important that all villagers see the wonderful project that is proposed. The NHL round 1 application is to be submitted by 28th May. The PC are to view the proposed application and add their details. The Clerk advised all applications made are fully visible to the Parish Council and then signed off by the RFO.  **Playground Committee**  The Parish Council have taken the playground back from the Village Hall Trust at their request and are looking to form a playground committee, residents are encouraged to express their interest of joining to the Parish Clerk.  **Culvert/Ditch**  Clerk asked Cllr A.Gillias to confirm the scheme. He advised the proposal from Severn Trent is the same scheme as the WCC, this has been fully commicated to all residents concerned. |
| 2021-015. | **Finance & Accounts**  **To record the financial situation as at 30th April 2021**  Payments for Authorisation  H Denton-Stacey Clerks Salary May 21 £524.72  HMRC employee tax May £131.00  Mobile Phone £12.66  Zoom £14.39  D Matthews Internal audit fee £72.00  Resolved: Cllr L. Monkman proposed to approve the payments, seconded by Cllr A. Gillias. All agreed. |
| 2020-016. | The meeting closed at 19:40pm |