

# Claybrooke Magna Parish Council



## Minutes of Annual Parish Council Meeting held on Thursday 12<sup>th</sup> May 2022 at 7pm

### Minutes

#### 1. Members Present

Cllr Nick Reseigh, Chairman, (NR), Cllr Jan Butcher vice- chairman (JB), Cllr Jo-Ann Allcoat (JA), Cllr R Deacon (RD), Cllr Mike Lenihan (ML), DCllr R Page and Patricia Nunn (PN), Parish Clerk.

#### 2. Apologies for Absence

No apologies were received.

#### 3. Election of Chairman and Vice Chairman to the Council

The current Chairman and vice chairman, NR and JB, stood down from their positions. NR was proposed for Chairman by RD, seconded by ML and agreed unanimously. **Duly elected.**

JB was proposed for Vice Chairman by NR, seconded by JA and agreed unanimously. **Duly elected.**

Acceptance of Office forms to be signed at the meeting.

#### 4. Disclosure of Interests

There were none.

#### 5. Acceptance of Minutes of previous Annual Council Meeting on 13<sup>th</sup> May 2021

Proposed by NR, seconded by JB to accept the minutes as an accurate record of the meeting and signed by NR. **Resolved**

#### 6. Parish Council Annual Report by Chairman

The Annual Report was presented to the Council by NR, detailing what has been achieved in the Parish during the past year and will be available on the website. The Chair commended all Cllrs and the Clerk for all their hard work during the year particularly in securing funding and planning village projects like the playground and village pathways. Everyone's efforts are greatly appreciated.

The Cllrs added their thanks to NR for his erudite and sagacious leadership.

#### 7. Finance

##### i) Financial Annual Report

An end of year report was presented to the Council by PN detailing the payments, receipts and bank reconciliations for the year 2021/22. It was proposed by NR and seconded by JA and **agreed** unanimously.

##### ii) Asset Register

The updated for 2022/23 register was proposed by NR, seconded by ML and **accepted** unanimously. The changes to the register were the increase value of the playground and the purchase of a VE Day sign.

**8. Review of Code of Conduct/ Financial Regulations/ Standing orders/Risk assessment and other Policies**

There has been some changes to the Code of Conduct which adopted the recent new Code provided by HDC, where relevant, No other changes have been made over the previous year and was proposed by NR, seconded by JB that all are accepted. **Agreed unanimously.** All policies and procedures will be reviewed annually.

**9. Review of Insurance Cover**

The PC have insurance cover on a 5 year package commencing 2021, to achieve a discount. The contract to last until 2026. Due to the changes in assets the insurance cost has increased over last year to account for these asset increases.

**10. Outside Bodies’ Reports**

**i) Burial Board**

The annual report and accounts were noted.

**ii) Marc Smith Charity**

This offers education grants for the community. The annual report and accounts were noted.

**iii) Alderman Newton Charity**

This offers education grants for the community. The annual report was noted.

**iv) Magna Park Liaison Group**

The Group was formed to enable the local community to raise concerns and issues about the development.

**v) Village Hall Committee**

The verbal annual report was noted.

**11. Election of Parish Council representative to above Bodies**

Burial Board – JB

Alderman Newton – Brian Fowler

Marc Smith - JA

Village Hall – ML

Magna Park Liaison Group – JA

All proposed by NR and seconded by RD. Unanimously **agreed.**

**12. Dates for Council meetings for the next year**

These were agreed at the meeting.

**13. Any Other Business**

There was no other business

The meeting ended at 1920.

To **resolve** that the minutes of the meeting of the Annual Parish Council Meeting held on the 12<sup>th</sup> May 2022, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

Name:.....Nick Reseigh.....

Date:..... 11<sup>th</sup> May 2023.....

