

AYLBURTON PARISH COUNCIL

Minutes of the Annual Council Meeting on Tuesday 25th May 2021, directly following the Annual Parish Assembly, at Aylburton Methodist Community Rooms

PARTICIPATING:

Cllr Frankie Evans (Vice-Chair)
Cllr David Bayliss
Cllr Andrew Blamey
Cllr Claire Shirley

ATTENDING:

Meg Humphries (Clerk)
Mr Ray Woodward
Mr Simon Rutherford
Mr Mark Sargeant
Mrs Sandra Rickards

No/ Ref	Item/Notes	Action
1. AC01 21/22	To receive any apologies for absence. Apologies received from Cllr Topping, Cllr Lord and Cllr Harrison. Accepted. John Ridley also conveyed his apologies as a member of the public.	
2. AC02 21/22	Election of the Chairman and Vice-Chair for 2021-22. Cllr Frankie Evans volunteered to stand as Chairman for 2021-22. Cllr Shirley proposed this and Cllr Blamey seconded; Cllr Evans was unanimously appointed as Chairman of the Council for 2021-22. There were no volunteers to stand as Vice-Chair. The Clerk advised that this was not ideal but that a Vice-Chair was not essential, and she invited any members to come forward in future if they found they were able to act as Vice-Chair.	
3. AC03 21/22	Delivery by the Chairman/Vice Chairman of the Council of their acceptance of office form. Cllr Frankie Evans delivered her acceptance of office form to the Clerk.	
4. AC04 21/22	To note the approval of the minutes of the 2019 Annual Council Meeting, approved at the June 2019 full council meeting. Noted.	
5. AC05 21/22	To review and amend/re-adopt Standing Orders (last reviewed February 2021) and Financial Regulations (last reviewed February 2021). It was agreed to re-adopt both documents with no amendments.	
6. AC06 21/22	To review arrangements, including any charters, with other local authorities and to review contributions made to expenditure incurred by other local authorities (see meeting pack). Noted; it was agreed that no changes to arrangements were needed.	
7. AC07 21/22	To review representation on or work with external bodies and arrangements for reporting back (see meeting pack). Noted; it was agreed that no changes to arrangements were needed.	
8. AC08 21/22	To review Asset Register, the inventory of land and assets including buildings and office equipment. Noted; it was agreed that no changes to arrangements were needed.	
9. AC09 21/22	To review and confirm arrangements for insurance cover in respect of all insured risks (see meeting pack). Noted. Clerk to circulate information to be noted at the June 2021 meeting.	MH
10. AC10 21/22	To review the Council's and/or employees' memberships of other bodies. GAPTC is the only membership the council holds presently and it was agreed that no changes were needed.	
11. AC11 21/22	To review the Council's complaints policy. Noted; it was agreed that no changes to arrangements were needed.	

12. AC12 21/22	To review the Council's Data Protection and Privacy Policy. Noted; it was agreed that no changes to arrangements were needed.	
13. AC13 21/22	To review the Council's policy for dealing with the press/media. Noted; it was agreed that no changes to arrangements were needed.	
14. AC14 21/22	To note the time and place of ordinary meetings of the Full Council for the year ahead. Noted.	
15. AC15 21/22	Future Annual Council Meeting Date: To be confirmed. Noted.	

Meeting ended at 8.41 pm

Signed:..... Chairman

Date:.....

DRAFT