

AYLBURTON PARISH COUNCIL
Minutes of the Annual Council Meeting held on Tuesday 9th May 2023

PARTICIPATING:

Cllr Colin Newman (Chair)
 Cllr Mark Topping
 Cllr Frankie Evans
 Cllr Claire Shirley
 Cllr Mark Harvey

ATTENDING:

Rachel Hales (Clerk)

No/ Ref	Item/Notes	Action
ACM01. 23/24	1. To receive any apologies for absence. <ul style="list-style-type: none"> • None 	
ACM02. 23/24	2. Election of the Chairman and Vice-Chair for 2023-24. <ul style="list-style-type: none"> • Cllr Newman proposed himself, this was seconded by Cllr Topping and carried unanimously. • Cllr Evans proposed herself, this was seconded by Cllr Topping and carried unanimously. 	
ACM03. 23/24	3. Delivery by the Chairman/Vice Chairman of their acceptance of office forms.	
ACM04 23/24	4. To approve the minutes of the 2022 Annual Council Meeting. <ul style="list-style-type: none"> • Approved, signed by Cllr Shirley 	
ACM05. 23/24	5. To review arrangements, including any charters, with other local authorities and to review contributions made to expenditure incurred by other local authorities. <ul style="list-style-type: none"> • Noted and agreed as suitable. 	
ACM06. 23/24	6. To review representation on or work with external bodies and arrangements for reporting back. <ul style="list-style-type: none"> • Noted. 	
ACM07. 23/24	7. To review the Asset Register. <ul style="list-style-type: none"> • Noted – new ANPR camera is the only addition. 	
ACM08. 23/24	8. To review and confirm arrangements for insurance cover in respect of all insured risks. <ul style="list-style-type: none"> • Noted – the new ANPR camera is not yet covered. Clerk to get quote to add it to insurance. 	
ACM09. 23/24	9. To review the Council's and/or employees' memberships of other bodies. <ul style="list-style-type: none"> • A discussion took place as to whether we were members of GRCC or NALC. Clerk confirmed we are only members of GAPTC. 	
ACM10. 23/24	10. To formally re-adopt the following council policies and documents <ol style="list-style-type: none"> a. Code of Conduct. Re-adopted. b. Complaints Policy. Re-adopted. c. Financial Regulations. Re-adopted. d. GDPR and Privacy Policy. Re-adopted. e. Health and Safety Policy. Re-adopted. f. Media Policy. Re-adopted. 	

	<p>g. Memorial Safety Policy. Re-adopted.</p> <p>h. Risk Assessment. Re-adopted.</p> <p>i. ANPR Data Reporting & Sharing Re-adopted.</p> <p>j. ANPR Privacy Impact Assessment Re-adopted.</p> <p>k. ANPR Principles Re-adopted.</p> <p>l. Standing Orders*Revised Revisions noted, and document re-adopted.</p>	
ACM11. 23/24	<p>11. To note the time and place of ordinary meetings of the Full Council for the year ahead.</p> <ul style="list-style-type: none"> • Noted. Clerk to send upcoming meeting dates to all councillors. • A potential change of meeting venue and schedule for 2024-25 was noted. 	
ACM12. 23/24	<p>12. Future Annual Council Meeting Date: To be confirmed.</p> <ul style="list-style-type: none"> • Noted 	

Meeting ended at 7.21 pm

Signed:..... Chairman

Date:.....