PATTISHALL PARISH COUNCIL

MINUTES of the Annual Parish Council Meeting held on Thursday, 13th May 2021, immediately following the Annual Parish Meeting in Pattishall Parish Hall.

PRESENT: Mr Barry Evans Mr David Hodges

Ms. Jayne Hawtin Mr. Mark Mitton

ELECTION OF CHAIRMAN – Only one nomination had been received, MR BARRY EVANS, who was proposed by D. Hodges, seconded by J. Hawtin and was duly elected as Chairman for the 2021/2022 financial year.

ELECTION OF VICE-CHAIRMAN - Only one nomination had been received, MR. PHIL **PARRIS**, who was proposed by M. Mitton, seconded by J. Hawtin and was duly elected as Vice-Chairman for the 2021/2022 financial year.

APOLOGIES: P. Parris (holiday). D. Keeble (public meeting), F. Mytton (public meeting) M. Gardner (medical)

DECLARATONS OF INTEREST – Interest & nature of interest to be declared.

J. Hawtin: Place of work - Kierwsp

MINUTES OF PREVIOUS MEETING: These had been previously circulated, were proposed, seconded and signed by the Chairman as a true record.

PRIORITY MATTERS:

FINANCE: Bank Balances a) Current Account £34,900.40 b) Business Premium £16,221.58

- The Council's audited accounts would be presented to the June PC meeting.
- Matters to consider, amend, adopt & appoint the following:
 - a) Responsible financial officer (Clerk) appointment agreed.
 - c) Financial Regulations
 - b) Standing Orders
 - d) Risk Management e) Discrimination Policy
 - g) Review & Scope of Internal Controls f) Complaints Procedure
 - h) Review & update of policies during 2021/22 i) Annual Governance Statement
- b) to i) agreed
- It was proposed seconded & resolved to pay the following invoices:

Chq.					
No.	Payee	Information	Amount	VAT	Total
1960	HMRC	Clerk's PAYE	81.40		81.40
1961	The Ground Care Co.	Grass cutting	1125.00	225.00	1350.00
1962	E. ON	Lighting supply	1614.60	322.92	1937.52
1963	Mrs A. Addison (Clerk)	Salary & Expenses	326.00	60.82	386.82
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DELEGATED POWERS TO THE CLERK:

- To determine open issues & take action in an emergency situation.
- Action to be reported to & ratified by Council Members.
- Agreed by Members.

There being no further business, the Chairman closed the meeting at 8.00 pm.

Thursday 10th June 2021, 7.30 pm. Venue to be advised. **DATE OF NEXT MEETING:**