

**Minutes of the Annual Meeting of the Parish Council held on 18<sup>th</sup> May 2023**

**Present:** M.Brennan – Chair (MB), L. King – Vice Chair (LK), G. Ardrey (GA), A. Purpuri (AP), R. Bash (RB), D.Beard (DB) and Clerk L. Daly.

		<b>Actions</b> Actions struck through are complete																					
<b>2023/056</b>	<b>Welcome:</b> The Chair welcomed everyone to the meeting.																						
<b>2023/057</b>	<b>Election of Chair for 2023/24</b>																						
	Cllr Brennan asked for any nominations for the post of Chair for the coming year. Cllr King nominated Cllr Brennan which was seconded by Cllr Ardrey. As there were no other nominations it was unanimously agreed by all councillors to re-elect Cllr Brennan as Chair and the Declaration of Acceptance of Office as Chair would be signed following the meeting.	<b>MB</b>																					
<b>2023/058</b>	<b>Election of Vice-Chair for 2023/24</b>																						
	Cllr Brennan proposed Cllr King which was seconded by Cllr Ardrey. As there were no other nominations, it was unanimously agreed by all councillors to re-elect Cllr King as Vice Chair.																						
<b>2023/059</b>	<b>Apologies:</b> Cllr Helps.																						
<b>2023/060</b>	<b>Declarations of interest:</b> None																						
<b>2023/061</b>	<b>Public Participation:</b> No members of public present.																						
<b>2023/062</b>	<b>Formation of Working Groups</b>																						
	<p>It was agreed that the Working Group leads would remain unchanged and as follows:</p> <table border="1"> <tr> <td>A</td><td>Digital Presence</td><td>Cllr Purpuri</td></tr> <tr> <td>B</td><td>Footpaths &amp; Drainage</td><td>Cllr Beard</td></tr> <tr> <td>C</td><td>Highways</td><td>Cllrs Purpuri</td></tr> <tr> <td>D</td><td>Leisure and amenities</td><td>Cllr Helps</td></tr> <tr> <td>E</td><td>Planning</td><td>Cllrs King and Ardrey</td></tr> <tr> <td>F</td><td>Policy &amp; Finance</td><td>Cllr Brennan</td></tr> <tr> <td>G</td><td>Canals</td><td>Cllr Bash</td></tr> </table>	A	Digital Presence	Cllr Purpuri	B	Footpaths & Drainage	Cllr Beard	C	Highways	Cllrs Purpuri	D	Leisure and amenities	Cllr Helps	E	Planning	Cllrs King and Ardrey	F	Policy & Finance	Cllr Brennan	G	Canals	Cllr Bash	
A	Digital Presence	Cllr Purpuri																					
B	Footpaths & Drainage	Cllr Beard																					
C	Highways	Cllrs Purpuri																					
D	Leisure and amenities	Cllr Helps																					
E	Planning	Cllrs King and Ardrey																					
F	Policy & Finance	Cllr Brennan																					
G	Canals	Cllr Bash																					
<b>2023/063</b>	<b>Policies</b>																						
	<p>The Chair referred to the list of policies with the dates when they had last been reviewed which had all been circulated prior to the meeting. The council approved all policies.</p> <p>The Chair noted that the Reserves Policy hadn't been updated since October 2021. The Chair asked the Clerk to bring the Reserves Policy back to a forthcoming meeting when the decision on the allocation of surplus funds for the 2022-23 Financial Year would be discussed and agreed.</p>	<b>Clerk</b>																					

## **Bathampton Parish Council**

**Minutes from 18.05.23**

	<p>All Policies were approved.</p> <p>The Chair noted that the Clerk was currently reviewing policies as part of her CiLCA qualification. The Clerk was asked by the Chair to find out what Policies the Council may be required to have and report back.</p>	<b>Clerk</b>
<b>2023/064</b>	<b>Civility &amp; Respect Pledge</b>	
	<p>The Civility and Respect pledge had been circulated by the Clerk prior to the meeting. The Council reviewed the statements and unanimously agreed to sign the pledge. The Council authorised the Clerk to complete the form via the SLCC website to sign Bathampton Parish Council up to the Pledge and obtain the certificate.</p>	<b>Clerk</b>
<b>2023/065</b>	<b>Inventory</b>	
	<p>The Chair noted that the Inventory had been reviewed during the April 2023 Parish Council meeting and the laptop and printer had been removed. The Chair noted that she had found no files on the laptop which hadn't been used in many years and she would look at options to get the computer recycled.</p> <p>The Inventory was approved by the Council.</p>	
<b>2023/066</b>	<b>Banking Arrangements</b>	
	<p>The Council AGREED to the current banking arrangements with Cllr Brennan, Cllr King and Cllr Ardrey remaining as authorised signatories on the accounts and Cllr Ardrey would continue to verify the quarterly financial reviews. No changes to the arrangements were proposed.</p> <p>The Chair asked the Clerk to look at options to enable the Parish Council to obtain interest on their funds and to ask other Parish Councils if they have any suggestions.</p>	<b>Clerk</b>
<b>2023/067</b>	<b>Insurance Cover</b>	
	<p>The Chair noted that the Clerk had obtained three Insurance quotes before the contract with Zurich coming to an end on the 31<sup>st</sup> May 2023. It was agreed to continue with Zurich as it met the needs of the Council, and the quote was lower than the other two.</p> <p>The invoice and Policy details received from Zurich had been circulated by the Clerk prior to the meeting. The Council APPROVED the payment of the Insurance premium for the coming year.</p>	
<b>2023/068</b>	<b>Meeting Dates</b>	
	<p>It was noted that the meeting dates for 2023 had been agreed at the November 2023 Parish Council meeting. It was agreed to remove this from the agenda for the next Annual Meeting of the Parish Council meeting.</p>	<b>Clerk</b>
<b>2023/069</b>	<b>The May Parish Council meeting would immediately follow this meeting.</b>	
	<p>There being no further business the meeting closed at 19.42 pm</p>	

**Signed:** .....

**Chair**

**Date:**