

**Minutes of the Meeting held on 16th May 2024.
Bathampton Village Hall, 7.30pm.**

Present: M. Brennan Chair (MB), J. Helps (JH), R. Bash (RB), T. Purpuri (TP). D. Beard (DB) & Liz Daly (Clerk).

The meeting started at 7.30pm.

		Actions																					
		Actions struck through are complete																					
2024/070	Welcome: Cllr Brennan welcomed everyone to the meeting. It was noted that the meeting would be recorded for minuting purposes only.																						
2024/071	Election of Chair for 2024/25																						
	Cllr Brennan asked for any nominations for the post of Chair for the coming year. Cllr Purpuri nominated Cllr Brennan which was seconded by Cllr Helps. As there were no other nominations it was unanimously agreed by all other councillors to re-elect Cllr Brennan as Chair. The Declaration of Acceptance of office as Chair would be signed by Cllr Brennan after the meeting. .	MB																					
2024/072	Election of Vice-Chair for 2024/25																						
	Cllr Brennan proposed Cllr King which was seconded by Cllr Purpuri. As there were no other nominations it was unanimously agreed by all other councillors to re-elect Cllr King as Vice-Chair. Cllr King had noted prior to the meeting that she would be happy to continue within the role.																						
2024/073	Apologies: G. Ardrey (GA) and L. King (LK) citing holidays. The Council resolved unanimously to accept the reason for absence.																						
2024/074	Declarations of interest: None.																						
2024/075	Public Participation: No members of public present.																						
2024/076	Formation of Working Groups																						
	It was agreed that the working group leads would remain unchanged and would continue as follows: <table border="1" style="margin-left: auto; margin-right: auto;"> <tbody> <tr> <td>A</td> <td>Digital Presence</td> <td>Cllr Purpuri</td> </tr> <tr> <td>B</td> <td>Footpaths & Drainage</td> <td>Cllr Beard</td> </tr> <tr> <td>C</td> <td>Highways</td> <td>Cllr 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 & Finance</td> <td>Cllr Brennan</td> </tr> <tr> <td>G</td> <td>Canals</td> <td>Cllr Bash</td> </tr> </tbody> </table>	A	Digital Presence	Cllr Purpuri	B	Footpaths & Drainage	Cllr Beard	C	Highways	Cllr Purpuri	D	Leisure and amenities	Cllr Helps	E	Planning	Cllrs King and Ardrey	F	Policy & Finance	Cllr Brennan	G	Canals	Cllr Bash	
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2024/077	Policies																						
	The Chair referred to a Policy list which had been compiled by the Clerk. It was agreed to only look at drafting policies that the Parish Council are required to have in place. Unless indicated that they should be reviewed annually, they would be reviewed every two years. The Council agreed to this approach.																						

	<p>It was further agreed that the Financial Regulations and Standing Orders would need to be reviewed later in the year. This was due to the NALC Model Financial Regulations having been updated during April 2024 and received by the Clerk during May and to ensure the Standing Orders are updated regarding the increases to the threshold over which contracts must be competitively purchased, in line with the recent amendments to the Contracts Regulation 2015.</p> <p>The Clerk was asked to amend the policies and bring back for council review.</p>	Clerk
2024/078	Inventory	
	The Chair noted that the Inventory of Parish Council assets had been reviewed during the April 2024 Parish Council meeting. The Inventory was approved by the Council.	
2024/079	Banking arrangements	
	The Council AGREED to the banking arrangements with inclusion of arrangements for the new Charity Bank accounts. Cllr Brennan, Cllr King, and Cllr Ardrey would be the authorised signatories on all accounts and Cllr Ardrey would continue to verify the quarterly financial reviews. No changes to the arrangements were proposed.	
2024/080	Insurance Cover	
	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.	
2024/081	Meeting Dates	
	The council agreed to confirm the meeting dates for 2025 during the December 2024 Parish Council meeting.	
2024/082	The May Parish Council meeting would immediately follow this meeting.	
	There being no other business, the meeting closed at 19.41	

Signed:

Chair

Date: