

Tiffield Parish Council

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From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors 11/05/2022:

MINUTES OF THE TIFFIELD ANNUAL PARISH COUNCIL MEETING

held in the School Hall on Monday 09/05/2022 at 7.30pm

Present: Cllr Cook, Cllr J Tyrell, Cllr Powell, Cllr Chaplin, Cllr James (Chair) Mr A Tennet (Clerk to the Council)

Standing Items	
2205.1	Election of Chairperson for 2022/23 – Cllr James read out an email from Cllr Beasley in his absence setting out that he would be willing to stand for one more year but if elected this would be his final year. There was a unanimous vote to re-elect Cllr Beasley
2205.2	As required by Sect 83 of the Local Government Act 1972, Cllr Beasley will sign the Declaration of Acceptance of Office form on his return. The Clerk will undertake to make sure this happens as soon as possible
2205.3	To receive any declarations of acceptance for the post of Vice Chair – Cllr James read out an email from Cllr Ferrie expressing his wish to stand as Vice Chair. Cllr James also declared her intention to stand as vice chair. It was a unanimous vote that both Cllr Ferrie and Cllr James be elected as Vice Chair's.
2204.4	To receive declarations of acceptance of office and register of interests from Councillors – All present confirmed their intention to remain in post for another year. All confirmed that they had no changes to declare in respect of their register of interests.
2205.5	Apologies for absence: Cllr's Beasley, Ferrie and Pearson – apologies were accepted
2205.6	Minutes of the Annual Parish Council meeting 2021 were approved and signed by the chair with no objections

Dates of scheduled Parish Council Meetings 2022/23:

May 9th. Jun 13th. Jul 4th. Sep 12th. Oct 10th. Nov 14th. Jan 9th. Feb 13th. Mar 13th.

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2205.7	<p>Parish responsibilities were allocated to the following Councillors:</p> <ol style="list-style-type: none"> 1) Council Open Spaces and Trees – Cllr Jowers and Cllr Powell 2) Council Highways – Cllr Tyrrell 3) Neighbourhood Watch – Kevin Corcoran 4) Council Internal Control – Cllrs James and Cook 5) Parish Council Risk Assessment and Register -Cllr Beasley and Mr Tennet 6) Claydon’s Field Warden – Paul Peers 7) Footpath Warden – Cllr Tyrell 8) Pocket Park Warden – Cllr Chaplin 9) Community Events Co-ordinator – Cllr Cook 10) Flood Action – Cllr Jowers 11) IM Properties & DHL resident’s liaison – Cllr Ferrie (to be confirmed on his return) 12) Police Liaison Representative – Mr Tennet <p>It was also suggested that Cllr Pearson be asked to become a signatory for the bank accounts in place of Cllr Powell. This will be discussed with her on her return.</p>
2205.8	<p>Internal Audit – Mr Tennet asked that NCALC are appointed to conduct this year’s audit. This was proposed by Cllr James and seconded by Cllr Chaplin. There were no objections.</p>
2205.09	<p>Resolution to adopt the General Power of Competence (GOP) as set out in the e Localism Act 2011, sections 1 to 8.</p> <p>Mr Tennet had previously circulated a document setting out what conditions had to be met to do this and what the GOP allowed as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. As Mr Tennet was now CiLCA qualified and the number of councillors elected at the last ordinary election exceed two thirds of the total number of councillors. In light of this Cllr James proposed that the GOP was adopted by Tiffield Parish Council. This was seconded by Cllr Chaplin. There were no objections.</p>
2205.10	<p>Review dates for policies, Standing Orders, Regulations and Risk Register – Mr Tennet proposed the following dates for the following documents to be reviewed:</p>

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	<p>Register of Fixed Assets – March meeting (Mr Tennet in preparation for the next audit) Risk Register, Standing Orders, Financial Regulations, other Policies and Procedures – September meeting (Mr Tennet and Cllr Beasley)</p> <p>These dates were agreed by all present.</p>
2205.11	Confirmation of arrangements for insurance cover in respect of all insurable risks – Cllrs James and Cook confirmed that they had seen the amount of cover that the Parish Council currently had as part of their Internal Checks and that it was suitable and all in order.
2205.12	<p>Mr Tennet produced a list of the Council’s annual subscriptions to other bodies. These include the following</p> <p>NCALC - £432 (approx.) Data Protection Officer (via NCALC) - £10.00 Information Commissioners Office - £35.00</p> <p>Council for the Protection of Rural England - £36.00</p> <p>Mr Tennet also noted a new subscription to Parish Mapping at £28.00 for this year.</p> <p>All subscriptions were approved with a unanimous vote.</p>
2205.13	<p>Review of council expenditure under Sect 137 of the Local Government Act 1972.</p> <p>Mr Tennet took the meeting through any expenditure under Sect 137 for the last financial year. There were no objections or questions.</p>
2205.14	It was agreed that the dates for Parish Council meetings for the year would be the second Monday of each month except for August and December subject to any need to move said dates. Each meeting would start at 8.00pm, apart from the Annual Parish and Annual Parish Council meetings which will start at 7.30pm
	With no other business the meeting closed at 7.55pm

I certify that this is a true and accurate record of the transactions of Tiffield Parish Council in the above meeting:

Signed: _____ Date: _____