



DRAFT MINUTES OF THE ANNUAL MEETING OF THE COUNCIL, HELD ON TUESDAY 9TH MAY 2023 COMMENCING 7.30 PM IN HIGHGATE HALL, OVEREND, ELTON PE8 6RU

PRESENT: Councillors Tim Cummins, Richard Donoyou, Malcolm McCann, Ian Ross, Richard Smith, Shirley Strowbridge, Kathryn Taylor, Paul Willson

IN ATTENDANCE: Kerry Rew, Clerk; District Cllr Marge Beuttell

1. ELECTIONS AND DECLARATIONS OF OFFICE

- I. It was RESOLVED to appoint Ian Ross as Chair for the year 2023/24
- II. It was RESOLVED to appoint Malcolm McCann as Vice-Chair for the year 2023/24
- III. Cllrs Ross and McCann signed the Declarations of Acceptance of Office of Chair and Vice-Chair witnessed by the Clerk.
- IV. It was noted that due to the resignation of Cllr Ranford a formal Notice of a Casual Vacancy would be submitted to the Returning Officer at Huntingdonshire District Council. If within 14 days of such notice, there is to be no by-election, then the vacancy may be filled by co-option.

2. APOLOGIES: none

3. DECLARATIONS OF INTEREST

- I. There were no declarations of interest in items on the agenda or written requests for dispensations for disclosable pecuniary interests.

4. MINUTES OF THE PREVIOUS ANNUAL MEETING OF THE COUNCIL Approved and signed by the Chair

5. SCHEDULE OF COUNCIL MEETINGS

- I. Dates and venue of scheduled council meetings confirmed as second Tuesday of every month except August, starting at 7:30 pm in Highgate Hall. RESOLVED

6. REGULATORY DOCUMENTS: To adopt or re-adopt the following:

- I. Standing Orders - RESOLVED
- II. Financial Regulations - RESOLVED
- III. Code of Conduct - RESOLVED
- IV. Model Publication Scheme - RESOLVED
- V. Contact details for councillors – the Clerk will submit a request for the issue of unique ‘.gov.uk’ email addresses to each councillor and the website contact details duly updated.

7. REVIEW OF ASSET REGISTER AND INSURANCE COVER

- I. The updated asset register was approved at a value of £65,028 - RESOLVED
- II. Cllr Ross and Clerk to review insurance cover for any necessary amendments.

8. FINANCE:

- I. It was RESOLVED that the Clerk should move the bank accounts from Barclays to Unity Trust Bank to enhance security and facilitate faster online banking. New signatories to be agreed.
- II. The Clerk presented the annual accounts showing a total balance of £45,373 (an increase of £6,090 on 2021/22) and decreases both in income and expenditure. The internal audit was completed and signed off as fairly stated by the auditors, Peterborough Accountancy Services. RESOLVED

The Annual meeting closed at 19:47 and was followed by the Parish Council Meeting.