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DRAFT MINUTES OF THE ANNUAL MEETING OF THE COUNCIL, HELD ON TUESDAY 14TH MAY 2024 COMMENCING 7.00 PM IN HIGHGATE HALL, OVEREND, ELTON PE8 6RU

PRESENT: Councillors Tim Cummins, Justin Hawkesford, Malcolm McCann, Ian Ross, Jan Speechley, Shirley Strowbridge, Kathryn Taylor, Brett Walsh, Paul Willson

IN ATTENDANCE: Kerry Rew, Clerk

1. ELECTIONS AND DECLARATIONS OF OFFICE

- I. It was RESOLVED to appoint Ian Ross as Chair for the year 2024/25
- II. It was RESOLVED to appoint Brett Walsh as Vice-Chair for the year 2024/25
- III. Cllrs Ross and Walsh signed the Declarations of Acceptance of Office of Chair and Vice-Chair witnessed by the Clerk.

2. APOLOGIES: County Cllr Bywater, District Cllr Beuttell

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 Proposed Cllr Cummins, seconded Cllr Walsh, 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 – to be carried over to June meeting due to comprehensive update issued by NALC
- III. Code of Conduct/Civility & Respect Pledge - RESOLVED

IV. Model Publication Scheme – updated with revised hourly rate for Clerk’s services - RESOLVED

V. Contact details for councillors – no corrections required

7. REVIEW OF ASSET REGISTER AND INSURANCE COVER

I. The updated asset register was approved at a value of £59,750 - RESOLVED

II. Cllr Ross and Clerk to review insurance policy for renewal of cover in July 2025 at end of present 3-year LTA.

8. FINANCE:

I. The Clerk presented the internal audit which was completed and signed off as fairly stated by the auditors, Peterborough Accountancy Services. RESOLVED

The Annual meeting closed at 19:11 and was followed by the Parish Council Meeting.