

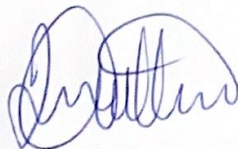
Fenny Compton Parish Council

Minutes of the Annual Meeting Of Fenny Compton Parish Council Held at Fenny Compton Village Hall, Fenny Compton on Monday 23rd May 2022 At 7.45pm

PRESENT: Parish Councillors: Jon Dutton in the Chair, Emma Briscoe, Alan Payne, David Johnson, Emma Briscoe, Sam Parkes and Roly Whear

IN ATTENDANCE: Parish Clerk Lydia Cox

1. **Election of Chairman and to receive their Declaration of Acceptance of Office** Councillor Whear proposed Jon Dutton for the role of Chairman, this was seconded by David Johnson and unanimously agreed by the Parish Council. Jon Dutton then duly signed the Chairman's Declaration of Acceptance of Office Form
2. **Acceptance of Apologies for Absence:** Parish Councillor Derek Carless
3. **Declaration of Interests:** None
4. **Dispensations:** None
5. **Election of Vice-Chairman:** The Council unanimously agreed that Councillor Parkes would continue as Vice-Chair
6. **Acceptance of Minutes of Last Annual Parish Council Meeting:** The minutes to the last Annual Parish Council meeting were approved in the meeting on the 21 June 2021
7. **Review of delegation arrangements to sub-committees, employees and other local authorities:** None
8. **Review terms of reference for committees:** None
9. **Receipts of nominations to existing committees:** None
10. **Appointment of any new committees, confirm terms of reference, numbers and receipt of nominations:** None
11. **Review Standing Orders (including Co-Option Procedures), Financial Regulations and bank signatories:** The Parish Council previously reviewed and updated the current Standing Orders and Financial Regulations and approved them at the April 2021 Ordinary Meeting. They will be reviewed again next month as part of the annual check. Councillors reviewed the Co-Option Procedures and bank signatories and decided to keep them unchanged
12. **Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities:** None
13. **Review of representation on or work with external bodies and arrangements for reporting back:** Councillor Carless will continue to represent the Parish Council on the Neighbourhood Plan Steering Group and will report back monthly at Parish Council meetings
14. **Review of inventory of land and assets including buildings and office equipment:** The Fixed Asset Register was reviewed and approved as part of the audit process at the April Ordinary meeting
15. **Review and confirmation of arrangements for insurance cover in respect of all insured risks:** A three year insurance deal was agreed last year and will renew at the end of the month
16. **Review of the Council's and/or employees' memberships of other bodies:** The membership to WALC was renewed in April 2022 and ICO was renewed in November 2021
17. **Establishing or reviewing the Council's complaints procedure:** This was amended and approved at the April 2021 Ordinary meeting but will be reviewed again next month as part of the annual check
18. **Establishing or reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998:** This is detailed in the Standing Orders, and a checklist is available on the website and was updated in December 2021



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19. **Establishing or reviewing the Council's policy for dealing with the press/media:** This was amended and approved at the April 2021 Ordinary meeting but will be reviewed again next month as part of the annual check
20. **To remind councillors to update their Notice of Registrable Interests:** Done
21. **Setting the dates, times and place of ordinary meetings of the full Council for the year ahead:**
January: The diary dates for 2021 were agreed in the November 2021 Ordinary meeting, and distributed by the Clerk and displayed on the Parish Council website

The meeting closed at 19.55

