

Fenny Compton Parish Council

Minutes of the Annual Meeting Of Fenny Compton Parish Council Held at Fenny Compton Village Hall, Fenny Compton on Monday 15th May 2023 At 7.45pm

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

IN ATTENDANCE: Parish Clerk Lydia Cox and Councillor Christopher Kettle (County Council)

2023_AM_05_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 Sam Parkes and unanimously agreed by the Parish Council. Jon Dutton then duly signed the Chairman's Declaration of Acceptance of Office Form

2023_AM_05_2. Acceptance of Apologies for Absence: Parish Councillor David Johnson

2023_AM_05_3. Declaration of Interests: None

2023_AM_05_4. Dispensations: None

2023_AM_05_5. Election of Vice-Chairman: The Council unanimously agreed that Councillor Parkes would continue as Vice-Chair

2023_AM_05_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 20th June 2022

2023_AM_05_7. Review of delegation arrangements to sub-committees, employees and other local authorities: None

2023_AM_05_8. Review terms of reference for committees: None

2023_AM_05_9. Receipts of nominations to existing committees: None

2023_AM_05_10. Appointment of any new committees, confirm terms of reference, numbers and receipt of nominations: None

2023_AM_05_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 July 2022 Ordinary Meeting. They will be reviewed annually as part of the ongoing annual process. Councillors reviewed the Co-Option Procedures decided to keep them unchanged. As Derek Carless has stepped down as a Parish Councillor, Emma Briscoe agreed to become a bank signatory (Jon Dutton and Sam Parkes remain)

2023_AM_05_12. Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities: None

2023_AM_05_13. Review of representation on or work with external bodies and arrangements for reporting back: Councillor Whear will continue to represent the Parish Council on the Allotments Committee and will report back as necessary. The Neighbourhood Development Plan has now been 'made' so no representation is needed

2023_AM_05_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

2023_AM_05_15. Review and confirmation of arrangements for insurance cover in respect of all insured risks: A three year insurance deal was agreed in 2021 and will renew at the end of the month

2023_AM_05_16. Review of the Council's and/or employees' memberships of other bodies: The membership to WALC was renewed in April 2023 and ICO was renewed in November 2022

2023_AM_05_17. Establishing or reviewing the Council's complaints procedure: This was amended and approved at the July 2022 Ordinary meeting but will be reviewed annually

2023_AM_05_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

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detailed in the Standing Orders, and a checklist is available on the website and was updated in March 2023

2023_AM_05_19. Establishing or reviewing the Council's policy for dealing with the press/media:

This was amended and approved at the March 2023 Ordinary meeting but will be reviewed annually

2023_AM_05_20. To remind councillors to update their Notice of Registrable Interests: Done

2023_AM_05_21. Setting the dates, times and place of ordinary meetings of the full Council for the year ahead: January: The diary dates for 2023 were agreed in the November 2022 Ordinary meeting, and distributed by the Clerk and displayed on the Parish Council website

The meeting closed at 19.50

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