

Minutes of the Annual General Meeting of Abthorpe Parish Council, held in the Old School, on 15 May 2017

Present: Councillors: K Fenwick (Chair)
M Hulbert M Perrigo A Hammon

1. APOLOGIES.

The Council recorded with its deepest regret the death of the Clerk, Bob Carter, on 4th May and expressed its appreciation of the hard work he had done for the Council. He approached the job with enthusiasm and thoroughness.

Cllr J Ford-Cordes tendered his apologies. These were accepted

2. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting held on 23rd May 2016 were not to hand. It was agreed to defer acceptance until the next ordinary meeting.

3. MATTERS ARISING

There were no matters arising from the previous meeting.

4. ELECTION OF CHAIRMAN

Cllr Hulbert proposed that Cllr Perrigo be elected as Chairman, seconded by Cllr Hammon. Cllr Perrigo stated that she was prepared to stand. The Council unanimously agreed with this decision. Cllr Perrigo accepted and was duly elected.

5. ELECTION OF VICE CHAIRMAN

Cllr Perrigo proposed Cllr Ford-Cordes as Vice Chairman. Cllr Hammon seconded. The Council unanimously agreed with this decision. Cllr Ford-Cordes had previously indicated he was prepared to remain in office and was duly elected.

6. APPOINTMENT OF TEMPORARY CLERK

Cllr Hammon proposed that Cllr Fenwick be appointed as Temporary Clerk. Cllr Perrigo seconded. Cllr Fenwick accepted the appointment which was agreed unanimously.

7. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Perrigo completed and signed the Declaration of Acceptance of Office for Chairman. The Clerk was to arrange for Cllr Ford-Cordes to sign his Declaration as Vice-Chairman.

8. ADOPTION OF NALC STANDING ORDERS – (AB 001)

The Abthorpe specific Standing Orders, as accepted in 2010, 2011, 2012, 2013 and 2014 had not changed since last year. They were adopted and signed by the Chairman.

9. ADOPTION OF NALC POWERS AND CONSTITUTION OF LOCAL COUNCILS – (AB 002)

These were adopted and signed by the Chairman.

10. ADOPTION OF THE CODE OF CONDUCT – (AB 004)

The Code of Conduct was adopted and signed by the Chairman.

11. ADOPTION OF ABTHORPE SPECIFIC DOCUMENTATION

10.1 Abthorpe Parish Council Constitution – (AB 003) - The Constitution was adopted and signed by the Chairman without change.

10.2 Abthorpe's Complaints Policy – (AB 006) - The Complaint Policy was adopted and signed by the Chairman without change.

10.3 Abthorpe's Financial Controls & Risks – (AB 008). This document had been updated to show the new banking and audit arrangements. The document was accepted and signed by the Chairman.

10.4 Asset Register – (AB 009) The Assets Register is to be reviewed at the next ordinary meeting.

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10.5 Abthorpe's Press & Media Policy – (AB 010) The document has been produced to meet Audit recommendations. The document was accepted and signed by the Chairman.

10.6 Abthorpe's Freedom of Information Policy – (AB 011) The Document has been produced to meet audit recommendations. The document was accepted and signed by the Chairman.

10. AGREEMENT OF APOLOGIES – (AB 007)

The Council agreed to retain the agreement reached in 2009. The agreement was adopted and signed by the Chairman.

There being no other business the meeting closed at 7.56 pm.

DRAFT