

MINUTES OF THE CHESELBOURNE PARISH COUNCIL AGM HELD ON TUESDAY 4TH
MAY 2021 FOLLOWING THE ANNUAL PARISH MEETING. THIS MEETING WAS
CONDUCTED BY ZOOM VIDEO CONFERENCING

Present: Cllrs C Byrom, G Waters, J Shaw-Porter

Chair: Cllr C Hampton

Clerk: Mrs A Crocker

Also present: No members of the public

This meeting followed immediately after the Annual Parish Meeting.

1. Declaration of Interests

21.01 No interests were declared and no requests for dispensation had been received.

2. Apologies

21.02 Apologies have been received from Cllr Jonathon Pearce, Dorset Cllr Jill Haynes and PCSO Alison Donnison.

3. Election of Chairman

21.03 Cllr Colin Hampton agreed to stand as Chair for the coming year.

Resolved: Cllr Colin Hampton is elected Chairman for the year 2021/22. The Acceptance of Office was signed.

4. Election of Vice Chairman

21.04 Cllr Graham Waters offered to stand as Vice Chair for the coming year.

Resolved: Cllr Graham Waters is elected Vice Chair for the year 2021/22. The Acceptance of Office was signed.

5. Confirmation of Councillor Roles

- 21.05
- a) Highways – Cllr James Shaw-Porter
 - b) Planning and DAPTC Representative – Cllr Colin Hampton
 - c) Flood Warden – Cllr Graham Waters
 - d) Community Speed Watch – Cllr Jonathon Pearce
 - e) Environment – Cllr Carol Byrom

Resolved: The above Officers are duly elected for the year 2021/22

6. To approve the minutes of the meeting held on 1st March 2021

21.06 A copy of the minutes had been issued to all members with the agenda.

Resolved: The minutes of the meeting are confirmed and signed as an accurate record

7. Matters arising from the minutes – for report only

21.07 New Clerk's start date – the start date was agreed to be changed to the 1st May 2021.

8. Parish Councillor's Reports

21.08 Cllr Waters – took part in selection interviews for the new Head for the Village School. Mr Chris Perry was appointed and he will start from the beginning of the Autumn term.

9. Finance – to receive the Annual Accounts for the Year 2020/21

21.09 A copy had been issued to all members, together with the bank reconciliation and position against budget at the year end. The Chair explained variances against budget.

Resolved: The accounts are accepted.

10. To Approve the Annual Governance Statement and Certificate of Exemption

21.10 A copy of the Annual Governance Statement had been issued to all members with the agenda.

Resolved: The Annual Governance Statement is accepted, together with the Certificate of Exemption for the year ended 31st March 2021 and signed by the Chair and Clerk

11. To Approve the Annual Accounting Statement and approve the Internal Audit Report

21.11 A copy of the Annual Accounting Statement had been issued to all members with the agenda, together with the Internal Auditor's Report.

Resolved: The Annual Accounting Statement is accepted, together with the Internal Auditor's Report for the year ended 31st March 2021 and signed by the Chair.

12. To review and confirm the Standing Orders and Financial Regulations

21.12 A copy of the Standing Orders and Financial Regulations were issued to all members with the agenda. No amendments had been made to either during the year.

Resolved: The Standing Orders and Financial Regulations are accepted.

13. To review the Risk Assessment and Asset Register

21.13 Copies of both reports had been issued to all members with the agenda. The Risk Assessment has been amended to include the use of BACS payments and the authorisations required. There were no changes to the Asset Register.

Resolved: The Risk Assessment and Asset Register are accepted.

14. To review and approve the renewal of the Parish Council's insurance policy

21.14 This is due for payment on the 6th June. There is no change to the premium as the Parish Council holds a Long Term Agreement for three years. There was a query regarding the end date but this has been raised with the Insurers.

Resolved: The Insurance is accepted and approved for renewal

15. To approve the appointment of Mr Keith Wright as the Parish Council's internal auditor for the year 2021-22

21.15 The Chair proposed the re-appointment of Mr Keith Wright for the current year. This was seconded by Cllr Byrom.

Resolved: Mr Keith Wright is appointed as Internal Auditor for the Parish Council for the year ended 31st March 2022.

16. To approve the draft playpark lease extension with Magna

21.16 A copy of the draft lease had been issued to all members prior to the meeting. It is a requirement that the Solicitor has a minute reference confirming the Chair's authority to sign the Lease on behalf of the Parish Council and to approve and authorise the solicitor, Mr Shorter, to accept service of notice regarding the finalisation of the lease.

Resolved: The Chairman is authorised to sign the Lease on behalf of the Parish Council and Mr Shorter is authorised to accept the service of notice.

17. To confirm the proposed meeting dates for 2021-22

21.17 A copy of the proposed dates had been issued to all members prior to the start of the meeting.

Resolved: The meeting dates for the coming year will be 5th July, 6th September, 1st November 2021, 3rd January and 7th March 2022. The AGM will take place on the 9th May 2022.

18. To approve the payments for May 2021

21.18 A copy of the payments list had been issued prior to the start of the meeting.

Resolved: Payments amounting to £166.99 are accepted.

19. Date of next meeting

21.19 The next meeting will be held on 5th July 2021.

There being no further business, the meeting closed at 8:05pm.