

**MINUTES
MEETING OF NEWBOLD PACEY & ASHORNE PARISH COUNCIL**

Meeting Type	Annual Parish Meeting
Date	4 th May 2022
Time	19.30
Venue	Ashorne Village Hall
Councillors Present	Stephen Bolton (Vice Chairman), Krys Pietrecki, Roger Wright, Thomas Hiorns, George Struthers, D Cllr Anne Parry, C Cllr Penny-Ann O'Donnell (arrived 8pm)
In Attendance	Locum Clerk Eleanor Choudry Clerk Jackie Chapman
Members of the Public	1

1) ELECTIONS AND DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Pietrecki was proposed as Chairperson by Cllr Wright and seconded by Cllr Bolton.

Proposed Cllr Wright **Seconded** Cllr Bolton **All in Favour**

Cllr Wright was proposed as Vice Chairman by Cllr Pietrecki and seconded by Cllr Bolton.

Proposed Cllr Pietrecki **Seconded** Cllr Bolton **All in Favour**

Cllr Pietrecki and Cllr Wright completed the Declaration of Office.

It was agreed that Cllr Bolton would continue as Chair for this meeting.

2) WELCOME and APOLOGIES

Cllr Bolton welcomed the newly recruited Clerk, Jackie Chapman, and officially introduced her to all Cllrs and said he looked forward to working together.

3) CONFIRMATION OF MINUTES

Cllrs received and agreed the minutes from the ordinary meeting on 2nd March 2022 as a true and accurate record.

Proposed Cllr Hiorns **Seconded** Cllr Wright **All in Favour**

4) DECLARATION OF INTEREST IN ITEM ON THE AGENDA

None.

5) MEMBER INFORMATION

a) All Cllrs are to send their Disclosable Pecuniary Interest Forms to the Clerk by 31st May 2022.

b) Cllrs to inform the Clerk of any updates to their website profile details so that the Clerk can update the website.

6) ANNUAL AUDIT

It was proposed that:

a) the Audit Milestones 21-22 will be deferred to an extraordinary meeting.

b) the Asset Register 21-22 will be deferred to an extraordinary meeting.

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c) confirmation of the Certificate of Exemption for 21-22 will be deferred to an extraordinary meeting.

Proposed Cllr Pietrecki **Seconded** Cllr Wright **All in Favour**

7) FINANCE

It was proposed that:

- a) agreement of the cashbook 21-22 be deferred to an extraordinary meeting.
- b) agreement of the VAT claim for 21-22 be deferred to an extraordinary meeting.
- c) agreement of the payment authority for 21-22 be deferred to an extraordinary meeting.

Proposed Cllr Pietrecki **Seconded** Cllr Wright **All in Favour**

8) NEWBOLD PACEY AND ASHORNE POLICIES

It was proposed that:

- a) Standing Orders 2022 (section 3 updated) is deferred to the next meeting.
- b) Financial Regulations 2022 is deferred to the next meeting.

Proposed Cllr Wright **Seconded** Cllr Pietrecki **All in Favour**

9) FUTURE MEETING DATES AND VENUES

The following meeting dates were agreed being the 1st Wednesday of the month, bi- monthly.

- a) July 6 Ordinary
- b) September 7 Ordinary
- c) November 2 Ordinary (Draft Budget)
- d) January 4 Ordinary (Budget sign off)
- e) March 1 Ordinary
- f) May 3 Annual Parish meeting, AGM of PC, Ordinary PC Meeting.

10) COUNCILLOR RESPONSIBILITIES To agree Councillor responsibilities for 2022-23

The following responsibilities were agreed with the village hall and emergency plan being discussed at the July meeting. Cllr Bolton agreed to work with Cllr Struthers for one year and then Cllr Struthers would take full responsibility for item Community Engagement.

Item	Council Representative
Village Hall	Paul Brazel (TBC)
Church	Roger Wright
Allotments	Krys Peitrecki
Emergency Plan	Paul Brazel (TBC)
Village Hut News	Krys Pietrecki & Clerk
Footpaths & Village Maintenance	Stephen Bolton & Tom Hiorns
Welcome Pack Committee	Judy Cooper & Trish Handsley (WI – Community Volunteers)
Item	Representative
Oakley Woods	Judy Cooper (Community Volunteer)
Lengthsman Liaison	Clerk & Stephen Bolton
Planning	Roger Wright & Tom Hiorns
Community Engagement	Stephen Bolton & George Struthers
Human Resources	Clerk

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11) DATE OF NEXT MEETINGS

a) Extraordinary meeting TBC

b) 6 July 2022

12) CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

Cllr Bolton closed the meeting at 8.22pm

Signed

Date

DRAFT