

Harby Parish Council Minutes

Annual Parish Council Meeting

Thursday 18th May 2017 at Harby Village Hall

Start: 19:00	Finish: 19:20	Reference: 122/17
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Councillors Present: John Howard (JH), Trevor Medley (TM), Caroline Nolan (CN), Stuart Parkin (SP), Diane Quibell (DQ), Jayne Rose (JR) and Rachel Thursby (RT).

Clerk: Lydia Smithson

Members of the public: 5 members of the public were present.

Item	Title and Decision	Action Required
122/17/1	Election of the Chairman and sign acceptance of office It was resolved that CN would be Chairman and CN signed the Acceptance of Office Form.	-
122/17/2	Election of Vice Chairman. It was resolved that JH would be Vice-Chairman.	-
122/17/3	Apologies for Absence. None.	-
122/17/4	Declarations of Interest. -	-
122/17/5	Finance a. Approve end of year accounts and reconciliation It was resolved to approve the end of year accounts and it was resolved to approve the end of year reconciliation. b. Approve Annual Governance Statement - Annual Return It was resolved to approve the Annual Governance Statement. c. Approve Accounting Statements for 2016/17 - Annual Return It was resolved to approve the Accounting Statements. d. Review and confirm banking mandate and signatories for 2017/18 The banking mandate was reviewed and it was confirmed that the current signatories would remain on the accounts. e. Review banking arrangements including interest levels on accounts Banking arrangements were reviewed, including interest rates.	- Clerk post form. Clerk post form. - -

122/17/6	<p>Review Council and employees membership of bodies The membership of the National Association of Local Councils (NALC)/Notts ALC and the Society of Local Council Clerks (SLCC) was reviewed and it was resolved to continue the membership as per the Risk Policy.</p>	Clerk.
122/17/7	<p>Insurance It was resolved to approve the arrangements for insurance cover in respect of all insured risks and continue into year three of the three year agreement at a cost of £280.00</p>	Clerk arrange payment.
122/17/8	<p>Review and approve the following Policies and Procedures</p> <ul style="list-style-type: none"> a. Standing Orders b. Financial Regulations c. Asset Register including inventory of land (including disposal register) d. Complaints Procedure e. Freedom of Information Model Publication Scheme and list of charges f. Risk Management Policy g. Village Welcome Pack (Cllr Rose) h. Disciplinary Procedure i. Grievance Procedure j. Training and Development Policy <p>It was resolved to approve the above policies and procedures listed a-j.</p>	Clerk add latest versions online.
122/17/9	<p>Review Declarations of Interest and notify Clerk of any changes</p>	Clerk email councillors current forms.
122/17/10	<p>Receive expressions of interest from councillors and members of the public (including surrounding parishes) to start a working group to progress the better mobile phone signal objective.</p> <p>Cllr Rose.</p>	Clerk add invite in next Trio and online as a news item.