

## Minutes of the Annual Meeting of East Challow Parish Council, Thursday 6 May 2021 at 7.30pm held virtually by Zoom

Present: Councillors Bosley, Game, Hayes, Parker and Webb

Clerk: Sheryl Sanders

Members of the Public: One

Apologies: Councillors Barrow and Blowfield

40/21	<p><b>ELECTION OF CHAIRMAN</b> Councillor Parker proposed Councillor Bosley be appointed to the office of chairman. Councillor Webb Seconded. RESOLVED</p>	Action
41/21	<p><b>CHAIRMAN DECLARATION OF ACCEPTANCE OF OFFICE</b> Cllr Bosley signed the declaration of acceptance of the office of chairman</p>	
42/21	<p><b>ELECTION OF VICE CHAIRMAN</b> Councillor Bosley proposed Councillor Webb be appointed to the office of vice-chairman. Councillor Parker seconded. RESOLVED</p>	
43/21	<p><b>REVIEW OF DECLARATIONS OF MEMBERS INTERESTS:</b> There were no reported changes.</p>	
44/21	<p><b>APPOINTMENT OF WORKING GROUPS:</b> Planning Working Group – Councillors Barrow, Bosley, Hayes, Parker and Webb Finance Working Group– Councillors Bosley, Game, Hayes and Webb</p>	
45/21	<p><b>REVIEW OF BANK ACCOUNT SIGNATORIES:</b> It was agreed that the following councillors be signatories. Councillors Bosley, Game, Parker and Webb</p>	
46/21	<p><b>ANNUAL REVIEWS</b></p> <p><b>a) Review of Asset Register</b> There were no amendments to the asset register. The register was agreed.</p> <p><b>b) Review of Risk Register</b> There were no amendments to the risk register. The register was agreed.</p> <p><b>c) Review of Insurance Policy</b> It was agreed to defer this until the next meeting.</p> <p><b>d) Review of Grants Policy</b> It was agreed to defer the item until the next meeting</p> <p><b>e) Review of Complaints Procedure</b> There were no amendments to the complaints procedure. The complaints procedure was agreed.</p> <p><b>f) Review of Standing Orders</b> It was agreed that item 27 (emergency committee) be added to the standing orders.</p>	<p>ALL</p> <p>c/f</p> <p>c/f</p>

	<p><b>g) Review of Finance regulations</b></p> <p>It was agreed to defer the item until the next meeting</p>	c/f																		
47/21	<p><b>COUNCIL MEETING DATES FOR THE NEXT TWELVE MONTHS</b></p> <p>The following dates were agreed</p> <table border="1" data-bbox="277 564 959 934"> <thead> <tr> <th>DATE 2021</th> <th>MEETING</th> </tr> </thead> <tbody> <tr> <td>14 JULY</td> <td>COUNCIL</td> </tr> <tr> <td>8 SEPTEMBER</td> <td>COUNCIL</td> </tr> <tr> <td>10 NOVEMBER</td> <td>COUNCIL</td> </tr> <tr> <th>DATE 2022</th> <td></td> </tr> <tr> <td>12 JANUARY</td> <td>COUNCIL</td> </tr> <tr> <td>9 MARCH</td> <td>COUNCIL</td> </tr> <tr> <td>27 APRIL</td> <td>ANNUAL PARISH ASSEMBLY</td> </tr> <tr> <td>11 MAY</td> <td>COUNCIL</td> </tr> </tbody> </table>	DATE 2021	MEETING	14 JULY	COUNCIL	8 SEPTEMBER	COUNCIL	10 NOVEMBER	COUNCIL	DATE 2022		12 JANUARY	COUNCIL	9 MARCH	COUNCIL	27 APRIL	ANNUAL PARISH ASSEMBLY	11 MAY	COUNCIL	
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48/21	<p><b>DATE OF NEXT ANNUAL MEETING</b></p> <p>The next annual meeting will be on Wednesday 11 May 2022</p> <p>The next annual parish assembly will be on 27 April 2022</p>																			

The meeting closed at 8.00pm