

Evercreech Parish Council

Minutes of the Annual Parish Council Meeting of Evercreech Parish Council held this day 4th May 2021 via Zoom at 7.00pm.

PRESENT AT START OF MEETING: Roy Williams, Gail Wakeford, Sarah Breare, Rob Reed (Chair), Barry O’Leary, Lesley Parham, Michael Muncer, Garry Langwith

Also present Lynn Crisp (Clerk) and 1 member of the public.

Item No		Action
001	Election of Parish Council Chairman for the Year 2021/22 Cllr Wakeford proposed: Cllr Reed, seconded by Barry O’Leary. There were no other nominations and Cllr Reid was elected unanimously.	
002	Election of Vice-Chairman for the Year 2021/22 Cllr Reed proposed: Cllr Saunders, seconded by Cllr Parham. There were no other nominations and Cllr Saunders was elected unanimously.	
003	Apologies for Absence None	
004	Declaration of Interests and Dispensation None	
005	Appointment of member roles/portfolios Please refer to document sent. New: for 2021/22 Maintenance Committee Flood Warden/responsibility Please see updated Cllr responsibilities document.	
006	Council’s Code of Conduct: Members are asked to adopt the Code of Conduct. The NALC based code had been circulated to Members. It was proposed by Cllr Williams to adopt the code, this was seconded by Cllr Wakeford and resolved unanimously.	
007	Standing Orders: Members are asked to adopt the Standing Orders. The NALC based code had been adapted and circulated to Members. It was proposed by Cllr Wakeford to adopt the code, this was seconded by Cllr Williams and resolved unanimously.	
008	Financial Regulations: Members are asked to adopt the regulations. The Regulations had been circulated to Members. It was proposed by Cllr Saunders to adopt the regulations, this was seconded by Cllr O’Leary and resolved unanimously.	
009	Parish Council Assets list: Members are asked to inspect the assets list and confirm its accuracy. It was proposed by Cllr Wakeford to adopt the Assets List, this was seconded by Cllr Saunders and resolved unanimously.	
010	Risk Assessment Members are asked to inspect the risk assessment and agree its accuracy. It was proposed by Cllr Parham to adopt the Risk Assessment, this was seconded by Cllr Breare and resolved unanimously.	
011	COVID 19 Risk Assessment and hall hire.	

Date:
Signed

	Members are asked to inspect the risk assessment and agree its accuracy. It was proposed by Cllr Wakeford to adopt the Risk Assessment, this was seconded by Cllr Parham and resolved unanimously.	
011	Confirmation of Bank Signatories: Gail Wakeford Lesley Parham Rob Reed Bank Administrators: Julie Bolton Lynn Crisp	
012	The Council has been meeting on the first Tuesday of the month over the last year. A forward booking for the Village Hall has been made for this day. Members need to resolve if to remain with the same meeting day or change it. Members agreed to continue with the current day and time.	
013	Meeting Close: 19.14 Lynn Crisp	

Date:
Signed