

## **Minutes of Dalton Piercy Parish Council Annual Meeting**

**held at 7.40pm on Thursday 9<sup>th</sup> May 2018 at Dalton Village Hall**

**Present:** Cllrs. Moses, Noble, Patrick, Rezai and Burroughs

**In Attendance:** Ward Cllr B. Loynes, Clerk, J. White,  
4 residents.

1. **Welcome and Introductions:** The Clerk took the Chair and welcomed everyone present.
2. **Declarations of Interest:** Councillors present were invited to declare any interests in items on the agenda, in accordance with regulations. No declarations made. The Clerk reported all Councillors are required to complete 'Register of Members' Disclosable Pecuniary Interests' form for the coming year forms to be provided by the Clerk.
3. **Apologies for Absence:** Cllrs. Bearby & Timothy
4. **Election of Chair:** Prior to the meeting the Clerk had not received any nominations and invited Cllrs to do so now. Cllr Burroughs nominated Cllr Patrick. Cllr Patrick thanked Cllr Burroughs but declined the position. Cllr Rezai was nominated by Cllr Patrick which was seconded by Cllr Noble. The Clerk asked if there were any other nominations, none were made. The Clerk declared Cllr Rezai **duly elected** as Chairman and invited him to take over the chair. Cllr Rezai thanked his colleagues stating it would be an honour to continue as Chairman of the PC. He stated that he is very passionate about improving the village for the benefit of all and signed the Declaration of Acceptance of Office.

Cllr Patrick thanked Cllr Rezai for his commitment as Chairman and the work he has undertaken to date.

5. **Election of Vice-Chair:** In his absence Cllr Timothy was nominated by Cllr Burroughs, seconded by Cllr Patrick. The Clerk asked if there were any other nominations, none were made. The Clerk suggested this appointment be moved to the next meeting when Cllr Timothy is present.
6. **Acceptance & review of the Parish Council Constitution Guidelines/Standing Orders/Financial Regulations and Policies:**
  - a) Sub Committees: Current sub-committees include the Personnel Group and Maintenance Group. 2018/19 members of the Maintenance Group included Cllr L. Noble (Chair), Cllr M Patrick, Cllr J Bearby and Cllr L Moses. It was agreed members remain the same for the coming year. Members of the Personnel Group for 2018/19 included Cllr A. Timothy (Chair) and Cllr Burroughs. It was agreed members remain the same for the coming year. Terms of Reference remain the same. Unanimously **Agreed**.
  - b) Asset Register; The Clerk presented an updated version of DPPC asset register which includes recent acquisitions (Red Gap projects) which was **approved** and advised our current insurance cover is for assets up to the value of £10,000.00. The 2019 total asset sum is £9,632.96. The Clerk advised that for any further

acquisitions later in the year (projects) DPPC insurance cover will need to be re-evaluated.

c) Risk Register;

## **7. Insurance cover**

Zurich Municipal provide current insurance cover their quotation for the coming year is £257.00. It was **agreed** to pay the premium.

## **8. Annual Governance and Accountability return for the Year ending 31<sup>st</sup> March 2019:**

The Clerk reported that during the 2018/19 period receipts = £45,782.72 and payments = £47,140.56. Therefor the accounts will need to be sent for external audit.

## **9. Appointment of Internal Auditor:**

The Clerk explained that she had prepared the accounts ready for audit but had not yet been able to assign an internal auditor. It was **agreed** the Clerk should contact last year's auditor to see if they would be happy to complete the 2018/19 audit too.

The Annual Meeting closed at 8.05 pm.