



Minutes of the Annual Meeting held remotely, via Zoom

Tuesday 04 May 2021 at 6.30pm

Members Present: Cllr Norton (Chairman), Cllr Jenkins, Cllr York, Cllr Stoker, Cllr Smith, Cllr Easton, Cllr Dierks, Cllr Leeson.

Clerk: Amy White

1. 01/21 To elect a Chairman to the parish council

Cllr Jenkins welcomed the councillors to the Annual Meeting. The Clerk confirmed Cllr Norton had put himself forward for the position of Chair. No other nominations were received. A vote was therefore held:

Proposer for Cllr Norton to be Chair: Cllr York

Seconder: Cllr Smith

Unanimous approval for Cllr Norton.

Cllr Norton was duly elected as Chair. Cllr Norton will sign an acceptance of office form at the June meeting.

2. 02/21 To elect a vice chair to the parish council

The clerk confirmed Cllr York had put himself forward to the position of vice chairman. No other nominations were received. A vote was therefore held:

Proposer for Cllr York to be Vice Chair: Cllr Jenkins

Seconder: Cllr Stoker

Unanimous approval for Cllr York.

Cllr York was duly elected as vice-chair. Cllr York will sign an acceptance of office form at the June meeting.

3. 03/21 To review and adopt standing orders and policies

The council agreed to adopt the following updated policies, subject to minor amendments, with immediate effect:

Data Protection, Social Media, Financial Risk Assessment, Standing Orders, Freedom of Information.

4. 04/21 To agree and sign the Minutes of the Council Meeting of 13 April 2021 and Annual Meeting of 14 May 2019.

It was unanimously resolved that the Minutes be accepted as an accurate record. They will be signed by the Chairman, Cllr Norton, at the June meeting.

5. 05/21 Matters Arising from 13 April 2021

163/20	Cllr Easton to confirm sign locations with Brian Harling.	Cllr Easton
200/20	Kevin Hyde to remove the verge master bollards from plan 1b, investigate cats eyes as an alternative, and update the pricing. <i>Actioned- new plans are available to view on the website.</i>	Clerk/Kevin Hyde
202/20	Cllr Stoker to update council on discussion with the other landowner next to Drivers Way before commencing any clearing. <i>Awaiting 17th May when Covid restrictions ease.</i>	Cllr Stoker
203/20	All Cllrs to feedback on Cllr Dierks' "Pride in our community" ideas ASAP. <i>Cllr Norton provided feedback. Cllr York suggested Westridge improvement prior to opening. Cllr Smith, York and Dierks to discuss.</i>	All Cllrs
207/20	Cllrs Dierks, Leeson and Clerk to have meeting to initiate Wix website set up. <i>Actioned.</i>	Cllrs Leeson, Dierks, Clerk

6. Financial Matters

06/21 AGAR Section 1:

The Clerk presented the Section 1 and 2 of the AGAR form 2020-21 for Audit. The accountability statement was approved by the council and accounting figures agreed.

07/21 Accounts for Payment, May:

The Clerk presented the following items for online payment via email to all councillors.

Date incurred	Expenditure	Purpose	Ex VAT	VAT	Total	Method
26/04/2021	Premier Grounds	SID moving	60.00	12.00	72.00	online
14/04/2021	HMRC PAYE	Tax & NI May 2021			234.98	online
27/04/2021	Red76	Payroll Service	12.00	2.40	14.40	online
27/05/2021	Litter Warden Salary	May Salary			446.82	online
14/05/2021	Litter Warden Expenses	Travel expenses for April	13.95		13.95	online
27/05/2021	Clerk's Salary	May Salary			743.49	online
27/05/2021	Clerk Pension	HPC payment to Clerk Pension			69.84	DD
14/05/2021	Clerk's Expenses	ionos mail storage £6 (May) , stationery (Amazon) £22.18	27.18	1.00	28.18	online
Total					£1,623.66	

Bank Balance as at

04/05/2021:

Community Account:

£2487.95

Business Account:

£56507.92

7. 08/21 Date of the next Council Meeting: 08 June 2021, Westridge Studio