



ST OSYTH PARISH COUNCIL



**Minutes of the Annual General Meeting
held in the Village Hall, St Osyth
on Thursday 16th May 2019 at 7.15 pm**

PRESENT: Chairman: Cllr. Sonia Grantham, Vice-Chairman: Cllr. Alma Blockley
Cllr's David Cooper, Ray French, Mandy Kelly, John Lockwood,
Karen Sinclair, Michael Talbot, Michele Thomas, Julie Ward &
John White

MINUTES: Neil Williams

PUBLIC PRESENT: Two

AGM-19-001 ELECTION OF THE CHAIRMAN OF THE COUNCIL:

The Clerk called for nominations. Cllr. Talbot moved that Cllr. Grantham remain as the Chairman of the Council, thanking her on behalf of the Council for her work throughout the previous year. The nomination was seconded by Cllr. French. Members unanimously agreed that Cllr. Grantham be elected Parish Council Chairman for 2019/2020. Cllr. Grantham accepted the post and duly signed the Declaration of Acceptance of Office.

RESOLVED: That Cllr. Sonia Grantham be elected Chairman of the Parish Council for 2019/2020.

AGM-19-002 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL:

The Chairman called for nominations for the appointment of Vice-Chairman. Cllr. Ward moved that Cllr. Thomas be elected as Vice-Chairman. Cllr. Thomas thanked Cllr. Ward for the nomination but stated that she would have to decline the appointment due to other commitments. Cllr. Thomas subsequently nominated Cllr. Blockley, the nomination being seconded by Cllr. Ward. Members unanimously agreed that Cllr. Blockley be elected Vice-Chairman of the Parish Council for 2019/2020. Cllr. Blockley accepted the post and duly signed the Declaration of Acceptance of Office.

RESOLVED: That Cllr. Alma Blockley be elected Vice-Chairman of the Parish Council for 2019/2020.

AGM-19-003 WELCOME TO NEW COUNCILLOR:

The Chairman welcomed Cllr. Karen Sinclair to her first meeting of the Council, stating that it was good to have a new Councillor.

AGM-19-004 MEMBERS DECLARATION OF INTEREST:

The Chairman advised Councillors, that under Section 31 of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, they had a responsibility to declare any Pecuniary or Non-Pecuniary Interests in any matter to be discussed.

Cllr. Blockley declared a Non-Pecuniary Interest in respect of Planning Application 19/00610/DETAIL.

AGM-19-005 MINUTES:

The minutes of the Annual General Meeting of 17th May 2018, having already been signed by the Chairman as a true and accurate record on 21st June 2018, under reference **G-18-045**, were noted.

AGM-19-006 STATUTORY COMMITTEES, WORKING PARTIES & NOMINATED REPRESENTATIVES:

The Chairman reminded Councillors that the appointment of members to Committees, Working Parties and as representatives to other organisations would be discussed during the Ordinary Meeting of the Council, following the Annual General Meeting.

AGM-19-007 PAYMENT OF ANNUAL SUBSCRIPTIONS AND MEMBERSHIPS:

RESOLVED: That the list of annual subscriptions and memberships, as circulated, be approved. All agreed.

AGM-19-008 PAYMENT OF COUNCILLOR'S ALLOWANCES:

RESOLVED: That the public notification of Councillors allowances, as circulated, be approved. All agreed.

AGM-19-009 REVIEW OF STANDING ORDERS, FINANCIAL REGULATIONS AND FINANCIAL RISK ASSESSMENT:

RESOLVED: That Standing Orders, Financial Regulations and the Financial Risk Assessment be referred to the Finance Committee for review, at the meeting scheduled for 5th June 2019. All agreed.

AGM-19-010 REVIEW OF INSURANCE POLICY:

The Clerk informed the Council that as the Insurance Policy was due for renewal by 1st June 2019, he had, together with the RFO, reviewed the policy and was satisfied that the policy met the requirements of the Parish Council.

RESOLVED: That the Council agree the recommendation of the Clerk and RFO to accept the renewal of the Insurance Policy. The motion was proposed by Cllr. White and seconded by Cllr. Talbot. All agreed.

AGM-19-011 REVIEW OF PARISH COUNCIL DEEDS:

The Clerk informed the Council that having recently been audited, the Deeds were available for inspection, should any Councillor wish to do so.

AGM-19-012 APPOINTMENT OF RESPONSIBLE FINANCIAL OFFICER AND INDEPENDENT INTERNAL AUDITOR:

The Chairman informed the Council of the statutory requirement to appoint a Responsible Financial Officer and Independent Internal Auditor.

RESOLVED: That Mr Martin Walsh be appointed as the Responsible Financial Officer and that Heather Heelis, Heelis & Lodge, be appointed as the Independent Internal Auditor. This was proposed by Cllr. Ward and seconded by Cllr. Cooper. All agreed.

The business of the Annual Meeting was concluded at 7.30 pm.

The Ordinary Meeting of the Parish Council followed.

Signature: *[Signed on Original]*
SW Grantham
Chairman