



ST OSYTH PARISH COUNCIL



Minutes of the Annual General Meeting held at the Village Hall, St Osyth on Thursday 19th May 2022 at 7.00 pm

PRESENT:

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

Nicola O'Dell (Deputy Parish Clerk)

MINUTES:

Neil Williams (Parish Clerk)

PUBLIC PRESENT: Two

AGM-22-001 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. The nomination was seconded by Cllr. French. Members unanimously agreed that Cllr. Grantham be elected Parish Council Chairman for 2022/2023. 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 2022/2023.

AGM-22-002 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL:

The Chairman called for nominations for the appointment of Vice-Chairman. Cllr. Coe moved that Cllr. Blockley remain as the Vice-Chairman of the Council, the nomination being seconded by Cllr. Thomas. Members unanimously agreed that Cllr. Blockley be elected Vice-Chairman of the Parish Council for 2022/2023. 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 2022/2023.

AGM-22-003 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.

AGM-22-004 MINUTES:

The Minutes of the Annual General Meeting of 20th May 2021, having already been signed by the Chairman as a true and accurate record on 17th June 2021, under reference **OM-21-042**, were noted.

AGM-22-005 STATUTORY COMMITTEES, WORKING PARTIES & NOMINATED REPRESENTATIVES:

The list of Committee and Working Party membership, and Council representatives to other organisations, having been circulated prior to the meeting, the Chairman enquired as to whether any Councillors wished to change their membership or appointments as nominated representatives. All Councillors confirmed that they were happy to remain as per the circulated list.

RESOLVED: That membership of Statutory Committees, Working Parties and appointments as Nominated Representatives remain extant. The motion was proposed by Cllr. Lockwood and seconded by Cllr. Kelly. All agreed.

Membership of Council Committees	
Ordinary Council Meetings	All Councillors
Cemetery Committee	Cllr's Sinclair, Blockley, Kelly, Thomas & Ward
Finance Committee	Cllr's Grantham, Coe, Cooper, French, Lockwood, Talbot & White
Personnel Committee	Cllr's Grantham, Blockley, Cooper & Thomas
Working Parties	
Blooms in St. Osyth	Cllr's Grantham, Blockley & Ward
Highways Working Party	Cllr's Grantham, Blockley, Coe, Cooper, French & Lockwood
Martin's Farm	Cllr. Grantham & Clerk
Playground, Youth & Open Spaces	Cllr's Ward, French, Grantham, Kelly & Sinclair
Council Representatives	
Benches	Cllr. Coe
Community Speed Watch	Cllr's Cooper & French
Footpaths	tbc
Essex Association of Local Councils	Cllr. Talbot (District via TDALC)
Litter Bins & Planters	Cllr. Ward
Parish Website Advisor	Cllr. Lockwood
Police Crime Statistics	Cllr's Cooper (St Osyth) & Kelly (Point Clear)
Tendring District Association of Local Councils	Cllr. Talbot
Tree Warden	Cllr. French
Nominative Trusteeships / Representatives	
Almshouses	Cllr's Sinclair & Cooper
Bradwell Power Station	Cllr. White
Playing Field Charity	Cllr. Thomas
Point Clear Community Association	Cllr. Blockley
Village Hall	Cllr. Thomas
St Osyth Priory & Parish Trust	Cllr. Grantham

AGM-22-006 PAYMENT OF ANNUAL SUBSCRIPTIONS AND MEMBERSHIPS:
RESOLVED: That the list of annual subscriptions and memberships, as circulated, be approved. The motion was proposed by Cllr. Ward and seconded by Cllr. Blockley. All agreed.

AGM-22-007 PAYMENT OF COUNCILLOR'S ALLOWANCES:
RESOLVED: That the public notification of Councillors allowances, as circulated, be approved. The motion was proposed by Cllr. Thomas and seconded by Cllr. White. All agreed.

AGM-22-008 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 its next meeting. The motion was proposed by Cllr. Cooper and seconded by Cllr. French. All agreed.

AGM-22-009 REVIEW OF INSURANCE POLICY:

The Clerk reminded the Council that the Insurance Policy was due for renewal at the beginning of June 2022, and that a further 3-year term had been offered. The Clerk continued that having discussed the renewal of the policy, which had increased by £98.98 per year, neither he, nor the RFO had any concerns as to the service provided by the insurance company. The Clerk added that when the RFO had last requested quotes in respect of insurance policies for the Parish Council, BHIB, the current provider, had been one of the more competitive.

RESOLVED: That the Council agree the recommendation of the Clerk and RFO to continue with the existing Insurance Policy. The motion was proposed by Cllr. Coe and seconded by Cllr. Talbot. All agreed.

AGM-22-010 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. The Chairman commented that the Deeds could be inspected by Councillors at a mutually agreed time with the Clerk.

AGM-22-011 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. Thomas and seconded by Cllr. Coe. All agreed.

The business of the Annual General Meeting was concluded at 7.10 pm.

The Ordinary Meeting of the Parish Council followed.