

**Minutes of the Annual Meeting of Dalton Piercy Parish Council
held at 7.00pm on Thursday 11th May 2023 at Dalton Piercy Village Hall**

Present: Cllrs Ireland, Jackson. Noble, Patrick and Savage.

In Attendance: Eight residents

Cllr Noble, as outgoing Chairman welcomed everyone to the meeting.

- 1. Apologies for Absence:** Cllrs Rushworth and Timothy, Ward Cllr Martin-Wells
- 2. Election of Chairman:** Cllr Savage proposed Cllr Noble, seconded by Cllr Patrick; elected by a majority. Cllr Jackson wished to have it recorded he was uncomfortable with the decision. Cllr Noble signed the Acceptance of office.
- 3. Election of Vice-Chairman:** Cllr Jackson proposed Cllr Patrick, seconded by Cllr Savage. Cllr Noble proposed Cllr Ireland. Cllr Ireland expressed willingness to stand down in favour of Cllr Patrick, who was duly elected by a majority vote. Cllr Patrick signed the Acceptance of Office.
- 4. Review of Standing Orders, Financial Regulations and other Policies:** It was agreed these be reviewed before the June meeting, as the Financial Regulations needed to be updated to include the monitoring of financial record-keeping as agreed at the May meeting.
- 5. Sub-Committees:** It was agreed members would be as follows:
 - Maintenance:** Cllrs Jackson. Noble, Patrick and Savage
 - Personnel:** Cllrs Ireland, Jackson. Rushworth, Patrick and Timothy. Cllr Patrick to Chair.
- 6. Banking Arrangements:** It was agreed to remain with the NatWest Bank. Cllrs Ireland and Jackson to be added to the list of cheque signatories.
- 7. Asset Register as at 31st March 2023:** Unanimously agreed.
- 8. Risk Register as at 1st April 2023:** Agreed to insert 'normally' in the section on Minutes of meetings publication and to include 'Cllr appointed to make regular inspection of financial record-keeping' under Financial risk mitigation.
- 9. Insurance Cover:** Agreed to continue with Zurich Municipal, with a three-year commitment. Insurance premium agreed as £522.96 per annum.
- 10. Annual Governance and Accountability Return:** It was agreed to postpone the signing of this until the June meeting, when the Internal Audit report on the 2022-23 accounts had been received. It was unanimously **agreed** that Cllr Ireland continue as Acting RFO until a new Clerk had been appointed.
- 11. Appointment of Internal Auditor:** The current Internal Auditor had informed he was likely to be retiring shortly, therefore the appointment was deferred until the June meeting.

Meeting closed at 7.27pm.