

Brinsworth Parish Council

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON THURSDAY 20 MAY 2021

Those present :

Chairman : Cllr C L Jones

Vice-Chairman : Cllr K L Hollis

Councillors : Cllr A Buckley, Cllr J T Chatwyn, Cllr J R Gelder, Cllr P Gregory, Cllr T Hannan, Cllr A Nocton, Cllr S Ridge, Cllr M Rollinson, Cllr J Watson

Officers : Mrs G Blank, Mrs H Hall, Mrs J Huddleston

2414 Election of Chairman

There were three members of the public in attendance.

Cllr Buckley started the meeting with introductions. The Clerk handed out an information pack to all Councillors and explained its contents.

Councillors were asked to sign their acceptance of office forms before the meeting commenced.

a. Cllr Buckley read out his annual report and thanked staff and Councillors for their continued support during his tenure.

b. To elect a Chairperson

Cllr Buckley explained that the election process was on a self nomination basis and asked for nominations.

Cllr Buckley put his name forward and this was seconded by Cllr Ridge.
Cllr Jones put her name forward and this was seconded by Cllr Gelder.

The nominations were put to the vote by a show of hands and Cllr Jones was elected as Chairwoman (7/4 in favour).

c. To complete the declaration of acceptance of office

The Clerk asked Cllr Jones to sign the acceptance of office and this was witnessed by Cllr Chatwyn and the Clerk.

2515 Election of Vice Chairman

a. To elect the Vice Chairperson

The Chair asked for nominations for the role of Vice Chairperson.

Cllr Hollis nominated herself and this was seconded by Cllr Jones. No other Councillors declared an interest therefore Cllr Hollis was elected unopposed.

b. To complete the declaration of acceptance of office

The Clerk asked Cllr Hollis to sign the acceptance of office form and this was witnessed by the Clerk and Cllr Nocton.

2516 Apologies

There were no apologies received

2517 Declaration of member's interests

The Chair asked Councillors to declare any interests either now or prior to the relevant item being discussed.

2518 Membership of Other Bodies

- To appoint representatives to the following groups and working parties

- a. Events working party
- b. Newsletter working party
- c. Staffing Committee
- d. Grievance Committee
- e. Kidzone working party
- f. Youth Council Committee
- g. Any other working parties suggested and agreed

RESOLVED: That the selection of members on the various committees and working parties be deferred to a future meeting.

2519 Internal Auditor

- To approve the appointment of Faye Hazlehurst from Voluntary Action Rotherham for the year 2020/21

RESOLVED: That Faye Hazlehurst from VAR is appointed as the internal auditor for the accounting period 2020/21.

2520 Financial Regulations

- To consider and approve the Financial Regulations

The Chair informed Councillors that she had read the Financial Regulations and recommended that they be accepted.

The Chair asked the Clerk to provide her with a copy of the Asset Register and the Risk Management document.

RESOLVED: That the Financial Regulations are approved.

2521 Standing Orders

- To consider and approve the Standing Orders

The Chair informed Councillors that she had read the Standing Orders and recommended that they be approved.

RESOLVED: That the Standing Orders are approved.

2522 Code of Conduct

- To consider and approve the Code of Conduct

The Chair informed Councillors that she had read the Code of Conduct and was happy to recommend that they are approved.

The Clerk informed Councillors that the Code of Conduct is currently still to be reviewed and that when the final version is available she will put it on an agenda for Councillors to consider.

RESOLVED: That the Code of Conduct is approved.

2523 General Power of Competence

- To confirm that the Parish Council is still eligible to use the General Power of Competence whilst conducting its business

A document was circulated prior to the meeting explaining what GPC was and the Clerk confirmed that the Council was still eligible.

RESOLVED: That the Parish Council meets the criteria to use the General Power of Competence whilst conducting its business.

At the end of the meeting the Clerk informed Councillors that they would each receive a Samsung notepad that they can use for future Council business. The Clerk is in the process of setting this up with the Councillors individual emails and will contact each of them when they are ready to be collected and signed for.

MEETING CLOSED: 19:35