

Brinsworth Parish Council

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 12 MAY 2022

Those present :

Chair : Cllr K L Hollis

Vice-Chair : Cllr S Ridge

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

Officers : Mrs G Blank

1 Election of Chairperson

a) To elect a Chairperson

Cllr Hollis asked for nominations for the position of Chair for 2022/2023.

Cllr Buckley nominated Cllr Hollis and Cllr Nocton seconded this proposal. No other Councillors declared an interest in the position.

Councillors voted on the nomination, all were in favour.

RESOLVED: That Cllr Hollis is elected as Chair person.

b) To complete the declaration of acceptance of office

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

2 Election of Vice Chairperson

a) To elect a Vice Chairperson

Cllr Nocton nominated Cllr Ridge and Cllr Hannan seconded the nomination. Cllr Chatwyn nominated Cllr Gelder and Cllr Watson seconded the nomination.

A vote was held by show of hands and Cllr Ridge won by a 7/2 majority.

RESOLVED: That Cllr Ridge is elected as Vice Chair.

b) To complete the declaration of acceptance of office

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

3 Apologies

Apologies have been received from Cllrs Gelder and Jones and the reasons given were approved.

4 Declaration of member's interests

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

5 Membership of Other Bodies

- The Clerk asked Councillors to express their interest in joining the Parish Council Committees and the following memberships were approved:-

- a) Finance Committee - Cllrs Buckley, Chatwyn, Gregory, Jones, Nocton, Ridge and Rollinson.
- b) Events and Communications Committee - Cllrs Chatwyn, Gelder, Gregory, Hannan, Hollis, Jones and Watson.
- c) Recreation and Facilities Committee - Cllrs Hannan, Hollis, Jones, Rollinson and Watson.
- d) Human Resources Committee - Cllrs Buckley, Gelder, Gregory, Hollis, Jones and Nocton.
- e) Complaints, Appeals and Grievance Committee - Cllrs Chatwyn, Hannan, Ridge, Rollinson and Watson.

The Clerk reminded Councillors that these Committees are in place for 12 months and a Chair should be elected at the first meeting of that Committee as the first item of business.

Councillors may only be added to each Committee by resolution of the Full Council. Attendance at Committee meetings is not mandatory and does not affect the 6 month ruling of non attendance.

6 Internal Auditor

- To approve the appointment of Faye Hazlehurst from Voluntary Action Rotherham for the year 2022-2023

RESOLVED: That VAR are appointed as the internal auditor for the financial year 2022/2023.

7 Financial Regulations

- To consider and approve the Financial Regulations

The Financial Regulations had been circulated to Councillors prior to the meeting and the Clerk pointed out that the only amendments were the financial limits for the Clerk and Responsible Financial Officer that had been reinstated as per NALC recommendations. Councillors agreed that this was appropriate to reinstate.

RESOLVED: That the Financial Regulations are approved.

8 Standing Orders

- To consider and approve the Standing Orders

The model standing orders had been circulated prior to the meeting and the amendments highlighted for Councillors.

RESOLVED: That the Standing Orders are approved.

9 Code of Conduct

- To consider and approve the Code of Conduct

The Code of Conduct had been circulated prior to the meeting, the Clerk informed Councillors that these were under national review and would at some point need to be considered and approved.

RESOLVED: That the Code of Conduct is approved.

10 Councillor-Clerk-Employee Relations

- To approve the Councillor-Clerk-Employee Relations Policy

The policy had been circulated to Councillors prior to the meeting for Councillors to consider. The Clerk reminded Councillors that this policy is an extension of the Code of

Conduct and states how all parties are to be treated.

RESOLVED: That the Councillor - Clerk - Employee Relations Policy is approved.

11 Scheme of Delegation

- To consider and approve the Scheme of Delegation

The Scheme of Delegation had been circulated to Councillors prior to the meeting for consideration. The document outlines the delegation levels for Councillors, Committees and Employees.

RESOLVED: That the Scheme of Delegation is approved.

12 General Power of Competence

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

The Clerk explained to Councillors how GPC allows the Council to act and its criteria.

RESOLVED: That Brinsworth Parish Council remains eligible to use the General Power of Competence.

MEETING CLOSED: 19:05