

WESTON PARISH COUNCIL

Minutes of the A.G.M. on Wednesday 10th May 2023 7.30 p.m. in the Village Hall.

- Present** Cllr Colin Laughton (Chair)
Cllr David Chase Cllr David Hill
Glyn Francis Richard Henderson
Clerk- Janet Birkin 4 Members of the public in attendance (included 2 previous Councillors)
- 230501 Election of Chair and Vice-Chair** The previous Chair (Glyn Francis) took the Chair to Elect new positions of office.
Election of Chair- Colin Laughton (Cllr D.C.proposed , Cllr. D.H. Seconded)
Election of Vice-Chair – Cllr David Chase (Cllr. D.H, proposed Cllr C.L. Seconded)
Cllr. C.L. took the role of Chair
- 230502 Apologies for Absence and Declarations of Interest**
District Cllr. Sylvia Michael Having to attend Caunton. Apology accepted.
- 230503 Open Forum**
A member of the public said a Thank you on behalf of the whole community for all the hard work that had gone into making the Coronation Street Party such a success. The Councillors agreed with this and said it was a very good event made possible by all the hard work that went into it.
- 230504 Approval of minutes - From last AGM**
Accepted as true minutes and signed by Cllr C.L.
- 230505 A) Matters arising –**
Election Outcome Cllr. Colin Laughton, Cllr. David Chase have been re-elected and Cllr. David Hill has been elected. There are 4 Vacancies.
Councillor Richard Henderson and Cllr. Glyn Francis were co-opted at this meeting.
Action : Clerk will do a Vacancy Notice for 3 Councillors
Action: Cllr. C.L. will put on the noticeboard and website for 3 Councillors as Cllr G.F. will be Vacant very soon.
Councillors were given Declarations of Acceptance of Office Forms and Notification Of Interest Forms (These have been delayed coming from Newark and Sherwood so the forms given out were adjusted previous year's forms)
Some Councillors completed them at the meeting. The remaining ones were requested to be either scanned and sent to the clerk when complete or dropped off there. **Action: The Clerk has to return them within 28 days to Electoral Services**
- 230506 Approval of Accounts and Annual Audit (Agreed at last week's meeting. Waiting for Internal Audit)**
Action: The Clerk will submit the Accounts for the Internal Audit (Mike Harness Sutton on Trent)
- 230507 Review of Policies and Procedures, including Standing Orders**
Some Policies have been updated by Cllr. C.L. Cllr. C.L. was thanked for this.
Action: Clerk Risk assessment will be put onto the next agenda
Question of the new Code of Conduct and ensuring the new guidelines are included.
(Since the meeting Newark and Sherwood have put Zoom meetings to cover this- Thursday 8th June and 15th June 6-7 Details on emails Dated 18th May.
- 230508 Current items for consideration –**
- A) Clerk information. Current Clerk continuing until another Clerk takes over. Action: Cllr.G.F.- will sort this out to find replacement**
 - B) Payments processed (P.L.) As Pauline Laughton is no longer a signatory, David Chase and Richard Henderson (and already Glyn Francis) signatories.**
Action: Next meeting- Consider who is going to arrange payments/take on employer responsibilities/Link with Darbs accountants.
 - C) Lengthsman- Although Cllr C.L. has done a lot of these tasks, he doesn't want to continue due to time restraints. Action: Cllr G.F. Cllr. C.L. The Vacancy will be advertised on the website and in Unity magazine.**
 - D) Community Clock in church – Action: Clerk will ask Sutton on Trent for procedures as their clock is kept in the church too.**
 - E) New Councillor Training Action: Clerk will book Cllr D.H. on training.(Chair course on next agenda)**