

# ANNUAL MEETING OF THE PARISH COUNCIL

## Main Hall, The Old School Building, Main Steet

### MINUTES

**Tuesday May 10<sup>th</sup> 2022 at 7:30pm**

**Present:** Cllrs L King (Chair) R Ringham (Vice Chair) R Fife, Y Greenfield, Cllr G Hadjigeorgiou, T Hazard, P Hyde, G Hadjigeorgiou, D Wright and D Yates

**In attendance:** J Sherrin (Clerk)

- 22/2018**      **Election of the Chair of the Parish Council** – Cllr Laurence King unanimously elected.
- 22/2019**      **Receipt of Chair’s Declarations of Acceptance of Office** – Cllr L King signed and J Sherrin witnessed the Declaration of Acceptance of Office.
- 22/2020**      **Election of Vice-Chair of the Parish Council** – Cllr Robin Ringham unanimously elected.
- 22/2021**      **Apologies for absence** – Cllr J Johnson (Holiday) and Cllr J Richardson (Holiday)
- 22/2022**      **Council members’ declaration of interests for items on the agenda** - None
- 22/2023**      **Review of the Terms of Reference and delegation arrangements for committees**  
**Amenities Committee** - *Delegated authority to be given to Chair and Vice Chair of Amenities Committee to approve or refuse applications for sheds, poly-tunnels or other structures.* Unanimously approved.  
**Community Engagement Committee** – Frequency of meetings – *6 weekly.* Unanimously approved.
- 22/2024**      **Members to committees and sub-committees appointed as follows:**
- i)          Planning Committee – Cllrs R Fife, T Hazard, J Richardson, D Wright and D Yates.
  - ii)         Finance and General Purpose Committee – Cllrs Y Greenfield, P Hyde, J Johnson, L King and R Ringham
  - iii)        Poplars Sub-Committee – Cllrs R Ringham, T Hazard, Y Greenfield, G Hadjigeorgiou, L King and D Wright
  - iv)         Old School Building Phase II Sub-Committee – Cllrs L King, Y Greenfield, R Fife, J Johnson and R Ringham
  - v)          Community Engagement Sub-Committee – Cllrs R Greenfield, G Hadjigeorgiou, T Hazard, R Fife, J Johnson, L King and J Richardson
  - vi)         Amenities Sub-Committee – Cllrs G Hadjigeorgiou, R Fife, Y Greenfield, P Hyde, R Ringham and D Wright
- 22/2025**      **To resolve into committees for the purposes of electing a Chair and Vice-Chair as appropriate of:**
- i)          Planning Committee – Cllr D Yates unanimously elected as Chair. Cllr R Fife unanimously elected as Vice Chair.
  - ii)         Finance & General Purpose Committee – Cllr P Hyde unanimously elected as Chair. Cllr R Ringham unanimously elected as Vice-Chair
  - iii)        HR Panel – Cllr L King unanimously elected as Chair. Cllr R Ringham unanimously elected as Vice Chair.

To note Chair and Vice Chair of all other committees to be elected at the first meeting of that committee.

- 22/2026**      **Members of Steering Groups elected as follows. Other Working Groups to be instigated as appropriate:**
- i)      3G Steering Group – Cllrs Y Greenfield, T Hazard and R Ringham
  - ii)     Poplars Casual Play Area WG - Disbanded
  - iii)    Old School Building Phase II WG - Disbanded
  - iv)     Communications and Website WG – Cllrs G Hadjigeorgiou and L King
- 22/2027**      **Members to represent the Council to the following bodies and other organisations as appropriate elected as follows:**
- i)      School Liaison – Cllr T Hazard
  - ii)     Police Liaison – Resolved not required, contact to be through Parish Council Office.
- 22/2028**      **Council’s Risk Assessment Panel elected as follows** – Cllrs P Hyde, L King and R Ringham
- 22/2029**      **Council’s Human Resources Panel elected as follows** - Cllrs P Hyde, J Johnson, L King and R Ringham
- 22/2030**      **Standing Orders** – Reviewed and voted unanimously to adopt.
- 22/2031**      **Financial Regulations** – Reviewed and voted unanimously to adopt.
- 22/2032**      **Determination of the time and place of meetings of the Parish Council** up to the next Annual Meeting of the Council - proposed schedule unanimously approved.
- 22/2033**      **Minutes from previous meetings**
- i)      April 12<sup>th</sup> 2022 – Unanimously accepted as a true record and signed by the Chair
  - ii)     Matters arising (not covered by the agenda – for information only) - None
- 22/2034**      **Opportunity for questions from members of the public** (15 minutes) – None present
- 22/2035**      **County Councillor’s report** – Apologies received from Cllr M Adams
- 22/2036**      **Borough Councillor’s report** – Apologies received from Cllr S Smith
- 22/2037**      **Finance matters**
- i)      Bills for Payment for April 2022 – Unanimously approved to pay
  - ii)     To approve Late Bills for Payment for April 2022 – Unanimously approved to pay
- 22/2038**      **Correspondence** – Letter from Old School Building Trustees – received and noted.
- 22/2039**      **To receive minutes and recommendations of the following committees and sub-committees:**
- (i)      **Planning:** Minutes of meetings held on 12<sup>th</sup> April 2022 received and noted.
  - (ii)     **Finance & General Purpose Committee:** Minutes of meeting held on Monday 25<sup>th</sup> April 2022 received and noted.
  - (iii)    **Amenities:** No meeting held in April 2022
  - (iv)     **Community Engagement:** Minutes of meeting held on 26<sup>th</sup> April 2022 received and noted.
  - (v)      **Old School Building Phase II Committee:** Minutes of meeting held on 7<sup>th</sup> March 2022 received and noted.
  - (v)      **Poplars Sports Ground Committee:** Minutes of meeting held 28<sup>th</sup> April 2022 received and noted
  - (vi)     **HR Panel** – Notes of meeting held 25<sup>th</sup> April received and noted
- 22/2040**      **Information update:** Cllr Wright raised concerns regarding road safety on A612, with increased traffic volumes, speeding problems and a number recent accidents. J Sherrin to advise Cllr M Adams of concerns raised.
- 22/2041**      **Date of next meeting:** Tuesday June 14<sup>th</sup> 2022 at 7:30pm

Meeting closed at 8:30pm

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Chair of Burton Joyce Parish Council