**BERKSWICH PARISH COUNCIL**

**Annual Parish Council Meeting 2023**

**Minutes of Berkswich Parish Meeting held on Tuesday 9th May 2023**

**at 7.30 pm at Walton Village Hall**

**Present:** Cllr Malcolm Millichap (Acting Secretary), Cllr Ann Millichap, Cllr Alan Taylor, Cllr Tim Luker, Cllr Caroline Pearson, Cllr Beverley Hughes, Cllr Michael Norris, Cllr Sue Francis

**In attendance**: Three members of the public.

**23/41 Election of Chair of the Parish Council -** Cllr M Millichap, as acting secretary, welcomed all to the meeting, and called for nominations to the Chair. **Resolved:** Cllr Taylor was nominated and seconded. There being no other nominations, Cllr Taylor was elected unopposed. The Chair welcomed all members to the new committee and thanked Cllr Sue Francis for her work over the last four years as Chair.

**23/42 Election of Vice Chair of the Parish Council -** Cllr Caroline Pearson was nominated and seconded. **Resolved:** There being no other nominations, Cllr Pearson was elected unopposed.

**23/43 Apologies**

 The Clerk left the meeting feeling unwell.

**23/44 To Approve the Minutes of the Meeting held on 4 April 2023** - **Resolved:** The minutes were moved, seconded and accepted as a true record.

**23/45 To Record Declaration of Interests Regarding the Agenda** – none.

**23/46 To Receive Councillors’ Interest forms -** this had been done ahead of the meeting, together with signature of forms for acceptance of office as councillor.

**23/47 To Co-opt to Two Vacant Councillor Posts**

 Proposed were Mrs Victoria Campbell of Walton on the Hill and Mr Robert (Bob) Gilson of Baswich. **Resolved:** Both candidates were seconded and elected to office. Mr Ben Rowell indicated he would be happy to assist the Financial Working Group if required. He was warmly thanked for his continued support. The Council was reminded by Cllr M Millichap that anyone could be co-opted onto the Council to provide expertise.

**23/48 To Review Delegation Arrangements**

 Deferred to next meeting.

**23/49 Appointment of Representatives**

1. Finance Working Group **Resolved:** Cllr Taylor, Cllr M Millichap, Mr Ben Rowell along with the Clerk/RFO.
2. Staffing Committee **Resolved:** Cllr Francis, Cllr Luker and Cllr Taylor.

iii. Environment Group **Resolved:** Cllr Campbell, Cllr Gilson, Cllr Luker, Cllr Taylor and Cllr Francis.

1. Trent Valley Collaboration Group **Resolved:** Cllr Francis and Cllr Pearson.

All Groups should inform the Council of meetings as all Councillors are welcome to attend.

**23/50 To agree Reviewed Policies.**

1. **Resolved:** Standing Orders were approved.
2. **Resolved:** Financial Regulations were approved.

**23/51 To Confirm Eligibility for the General Power of Competence** - The Council now had a CiLCA qualified Clerk and over two-thirds of councillors were elected (8 out of 10). **Resolved:** It was agreed that the Council now met the eligibility criteria.

**23/52 To Review**

1. Insurance arrangements – deferred.
2. Asset List - **Resolved:** accepted.
3. Financial Risk Assessment - deferred to Finance Working Group.

**23/53 Review Annual Subscriptions**

1. SPCA (incl. NALC) – **Resolved:** subscriptionapproved.
2. SLCC – deferred.

**23/54 To Agree Meeting Schedule for 2023/24 - Resolved:** It was agreed to hold 10 meetings for the year, but not in August 2023 or January 2024.

**23/55 Financial Matters** - Deferred

**23/56 Reports from Other Meetings**

1. Environment Group - Cllr Luker gave a full report on activities.
2. Village Hall Management Group – Cllr Pearson gave a full report.

**23/57 Items for the Agenda for the next meeting scheduled for Tuesday 6 June 2023 - Resolved:**

1. Walton Garage
2. Kitlings Lane
3. The Chicken Run Maintenance
4. Summer Barbeque.

Meeting closed at 8.20 pm.