

MURTON PARISH COUNCIL

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MINUTES OF ANNUAL MEETING OF MURTON PARISH COUNCIL

14 May 2018

Present: Alastair Bell, Barbara Govan (Chairman), Debbie Hewitt, Pat Laverty (Vice Chairman) & Alan Taylor, representatives from MOD Warcop, Hilton Commoners, two representatives of Eden District Council and a member of the public.

- 19/18 Apologies for Absence** – Apologies from Cllr King (holiday) and Cllr Longstaff (family commitment) had been received and were accepted.
- 20/18 Election of Chairman & Vice Chairman**
Nomination for Chairman: Cllr Govan. Proposed by Cllr Laverty; Seconded Cllr Taylor; Decision: unanimous.
Nomination for Vice Chairman: Cllr Laverty. Proposed by Cllr Hewitt; Seconded Cllr Taylor; Decision: unanimous.
Resolved: That Cllrs Govan and Laverty serve as Chairman and Vice Chairman respectively for a further year.
- 21/18 Co-option of Parish Councillor** – The PC had discussed those volunteering their services as Parish Councillor and had come to a unanimous decision.
Resolved: That Mr Alastair Bell be co-opted onto Murton Parish Council.
- 22/18 Declarations of Interest** - No declarations of personal or pecuniary interests, by elected members, in respect of items on this Agenda or the Ordinary Meeting Agenda were received.
- 23/18 Minutes of Previous Meeting**
Resolved: that the minutes of the Annual Meeting of 15 May 2017 be signed by the Chairman of the meeting as an accurate record.
- 24/18 Review of Procedures** (all documents available on www.murton.org.uk)
- 24/18/1 Standing Orders** - A new version of model standing orders had recently been received from NALC. Murton Parish Council's Standing Orders will be updated in due course.
- 24/18/2 Financial Regulations** - No changes were recommended for this document which had minor amendments in 2016.
- 24/18/3 Transparency Code for Smaller Authorities** – The documents required to be made public in order to comply with the Transparency Code are available on www.murton.org

A. King

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- 24/18/4 Procedure for Handling Requests made under the Freedom of Information Act 2000 & Requests made under the Data Protection Act 1998** - These documents will be reviewed as part of the audit and drafting of new policies and procedures in order to comply with the General Data Protection Act due to be enforced on 25 May 2018.
- 24/18/5 Complaints Procedure & Procedure for Dealing with the Press/Media** - No changes were recommended for this document which had minor amendments in 2012.
- 25/18 Review of Arrangements with other Local Authorities and Review of Contributions made** – there are currently no financial arrangements with other local authorities.
- 26/18 Review of Inventory of Land and Assets, Buildings and Office Equipment (Appendix 1)**– the list was confirmed as accurate and up to date.
- 27/18 Review of Representation on or Work with External Bodies and Reporting Arrangements** – currently no Councillors represent the Council or work with external bodies.
- 28/18 Review and Confirmation of Arrangements of Insurance Cover** – the three year contract with Aon had ended and Aon are no longer providing cover for parish councils. The Clerk had received three quotations: Came & Co £344.74 (£330 pa for 3 year contract); Zurich £547.82; BHIB £376.02. (The previous Aon premium had been £417.79)
Resolved: that the clerk review the schedule of cover and secure the 3 year contract with Came & Co if appropriate.
- 29/18 Review of Memberships** – to note that the annual subscription for membership to CALC, £137 is due.
- 30/18 Dates and Times of Ordinary Meetings for the Year Ahead**
The following Ordinary Meetings will be held at 7.30 pm at Murton Institute:
Monday 6 August 2018
Monday 5 November 2018
Monday 4 February 2019
Annual Parish Meeting – Monday 11 March 2019 – provisional
Monday 13 May 2019 – Ordinary & Annual Council Meeting

The meeting closed at 7.15 pm

A LARGE PRINT VERSION OF THESE MINUTES IS AVAILABLE ON REQUEST FROM THE PARISH CLERK

All documents relating to this meeting are available here: www.murton.org.uk

Signature
Chair, Murton Parish Council



Date of meeting

6/8/18