

MURTON PARISH COUNCIL

Clerk: June Watson
Telephone: 017683 52851
E-mail: clerk@murton.org.uk

Correspondence:
50 Scattergate Green
APPLEBY-IN-WESTMORLAND CA16 6SP

MINUTES OF ANNUAL MEETING OF MURTON PARISH COUNCIL 17 May 2021

Present: Alastair Bell, Jack Caldwell, Barbara Govan, Debbie Hewitt, Anne King, Tina Longstaff, John McDarren, EDC Cllr Willie Patterson and three members of the public.

As retiring Chairman, Cllr Govan welcomed everyone to the first face-to-face meeting since the easing of lockdown. A minute's silence was held in recognition of personal losses and how the community has been affected by the Coronavirus pandemic.

25/21 Apologies for Absence – none.

26/21 Election of the Chair and Vice Chair

Nominations for Chairman: Cllr McDarren. Decision: unanimous.

Nominations for Vice Chairman: Cllr King. Decision: unanimous.

Resolved: That Cllrs McDarren and King serve as Chairman and Vice Chairman respectively and will be signatories to the PC bank accounts.

27/21 Declarations of Interest - No declarations of personal or pecuniary interests in respect of items on this Agenda were made by elected members.

28/21 Review of the following procedures (all documents available on www.murton.org.uk):

Standing Orders - No recommendations for changes were made to this document which had minor amendments in 2019.

Financial Regulations - No recommendations for changes were made to this document which had minor amendments in 2019.


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

Procedure for Handling Requests made under the Freedom of Information Act 2000 & Requests made under the Data Protection Act 1998 - No recommendations for changes were made to this document.

Complaints Procedure; Procedure for Dealing with the Press/Media - No recommendations for changes were made to this document.

General Data Protection Regulations – The Parish Council documentation will have an annual review at the August meeting.

29/21 Review of Arrangements with other Local Authorities and Review of Contributions made - there are currently no financial arrangements with other local authorities.



Chairman
02/08/2021

30/21 Review of Inventory of Land and Assets, Buildings and Office Equipment (Appendix 1)

It was confirmed that the list is accurate and up to date and will be included in the Annual Return for 2020/21.

31/21 Review of Representation on or Work with External Bodies and Reporting Arrangements - currently no Councillors represent the Council or work with external bodies.

32/21 Review and Confirmation of Arrangements of Insurance Cover – the Clerk had obtained two quotes for insurance cover which is due to be renewed on 1 June 2021.

The price of cover from Came & Co (current insurer) had increased from £348.52 to £575.86. This had been queried and an explanation of current market conditions had been provided.

BHIB are offering £447.20 for one year and £421.93 for 3 years' cover.

Resolved: to purchase the 3-year option offered by BHIB.

33/21 Review of Memberships – to confirm the annual subscription for membership to CALC - £139.56.

34/21 Council's Employment Policies and Procedures – In November 2020 the Clerk's hours were increased from 180 to 240 per year to reflect the increase in workload, especially during the pandemic.

As recommended by Councillors at the time, the Clerk is working on a Handbook of Duties and will schedule a review in October prior to the annual budget-setting process.

35/21 Expenditure incurred under s.137 of the Local Government Act 1972 – In 2020/21 this was £383.46. The limit for expenditure in 2020/21 was £2,362 (£8.32 x 284 electors).

36/21 Future Meetings - It was agreed that Ordinary PC meetings will be held at 7.30 pm at Murton Institute (unless stated otherwise) as follow:

Monday 2 August 2021

Monday 1 November 2021

Monday 7 February 2022

Annual Parish Meeting - Monday 7 March 2022 - tbc

Monday 9 May 2022 - Ordinary & Annual Council Meetings

The meeting closed at 7.20 pm.

June L. Watson.

Clerk, Murton Parish Council



Chairman
02/08/2021