

MURTON PARISH COUNCIL

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MINUTES OF ANNUAL MEETING OF MURTON PARISH COUNCIL 9 May 2022

Present: Alastair Bell, Barbara Govan, Jim Hardman, Anne King (Vice Chairman), Tina Longstaff, John McDarren (Chairman), EDC Cllr Willie Patterson and one member of the public.

- 23/22 Apologies for Absence** – Cllr Caldwell.
Resolved: to accept Cllr Caldwell’s apologies for being unable to attend the meeting.
- 24/22 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.
- 25/22 Declarations of Interest** - No declarations of personal or pecuniary interests in respect of items on this Agenda were made by elected members.
- 26/22/1 No changes to the following documents were recommended** (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.
- 26/22/2 Councillor Code of Conduct**
Resolved: to adopt the Councillor Code of Conduct based on Eden District Council’s and Local Government Association model Code of Conduct 2020.

- 27/22 Review of Arrangements with other Local Authorities and Review of Contributions made** - there are currently no financial arrangements with other local authorities.
- 28/22 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 2021/22.
- 29/22 Review of Representation on or Work with External Bodies and Reporting Arrangements** - currently no Councillors represent the Council or work with external bodies.
- 30/22 Review and Confirmation of Arrangements of Insurance Cover** – the current three-year contract for PC insurance enters the second year on 1 June 2022. The premium is £421.93.
- 31/22 Review of Memberships** – to confirm the payment of the annual subscription for membership to CALC - £149.99.
- 32/22 Council's Employment Policies and Procedures** – Cllr Govan recently undertook the Clerk's appraisal. A report will be prepared, and a review of the job description is planned as it does not currently contain tasks relating to the management of the Cemetery.
- 33/22 Expenditure incurred under s.137 of the Local Government Act 1972** – In 2021/22 this was £605.29. The limit for expenditure in 2020/21 was £2,362 (£8.41 x 284 electors).
- 34/22 Future Meetings** - It was agreed that Ordinary Parish Council meetings will be held at 7.30 pm at Murton Institute (unless stated otherwise) as follow:
- Monday 1 August 2022
Monday 7 November 2022
Monday 6 February 2023
Annual Parish Meeting - Monday 6 March 2023 - tbc
Monday 8 May 2023 - Ordinary & Annual Council Meetings

The meeting closed at 7.20 pm.

June L. Watson.

Clerk, Murton Parish Council