

NETLEY MARSH PARISH COUNCIL

Minutes of the AGM held at Woodlands Community Hall on Wednesday 15 May 2019

Present: Cllr Welbourn, (Chairman), Cllr Antrobus (Vice Chairman), Cllr Babey, Cllr Langridge, and Cllr Shaw.

In attendance: Joseph O'Reilly (NFDC), the Parish Clerk and the Clerks Assistant:

167. Welcome

Cllr Welbourn welcomed Councillors to the meeting. All Councillors present signed declarations of acceptance of office as Councillors.

169. **Nominations of Chairman 2019-:** Cllr Welbourn was proposed by Cllr Antrobus, seconded Cllr Shaw and elected unopposed. He then signed the declaration of acceptance of office.

170 **Apologies** for absence – Cllr Cook

171 Declarations of interest – there were none

172 **Nominations were made for the post of Vice Chairman 2019/20** Cllr Antrobus was proposed by Cllr Welbourn, seconded by Cllr Shaw and duly elected. He then signed the declaration of acceptance of office.

173 The Terms of Reference for Committees having been circulated were agreed

174 Appointment of representatives of the Council on other bodies

Appointment title	Representative 2019-2020
Parish Flooding Committee	Cllr Mrs B Babey and Cllr L Puttock
Editor Parish Magazine – Outlook	Tina Vine
Citizens Advice Bureau	Cllr J Shaw
New Forest Consultative Committee	Cllr T Cook
New Forest District Association of Local Councils	Cllr M Welbourn and Cllr L Puttock
Hampshire Archives Trust	Cllr M Welbourn
New Forest Council of Community Service	Cllr L Puttock
Tree Warden (Parish Warden - Parish Level watching brief)	Cllr M Welbourn and Cllr D Antrobus
Testwood Lakes	Cllr L Puttock and Cllr D Antrobus
Footpaths (2 representatives)	Cllr B Babey and Cllr T Cook
Woodlands Community Hall Committee	Cllr J Shaw
Planning Committee (4)	Cllr D Antrobus, Cllr T Cook, Cllr M Langdale and Cllr J Shaw
Lengthsman scheme monitor	Cllr M Welbourn Cllr B Babey
New Forest Transport Forum	Mrs Shareen Barnett
Bartley Village Hall Committee	Cllr B Babey

175. Standing Orders as revised and circulated for 2018 based on the NALC Model were agreed. These are available on the website.

176. Internal audit – It was agreed the internal audit: is Independent. Competent, the auditor is not related to any member or officer of the council. The auditor reports to Council in a satisfactory manner.

177. Deeds – all held at Hampshire Record Office

178. Review of the inventory of land and assets which are circulated as part of the accounts, agreed.

179. Review of the insurance cover – the policy is a standard local government policy with £10million public liability and employers cover together with various other covers.

180. Review of the financial regulations which are available on the website, noted.

- 181. To consider the payment of annual subscriptions to: HALC: GIS: SLCC: NFALC: Hants Archives Trust: Information Commissioner/Data Protection, these were agreed
- 182. Review of Complaints procedure, requests under FOI and Data Protection Acts agreed with no change, these are available on the website.
- 183. Review of the financial and other risk assessments, these had been circulated and were agreed.
- 184. Review of staff policies and recruitment and appointment procedures, these were agreed unchanged. (NALC contract and terms currently Assisant LC pt 5; Clerk currently LC pt 12.)
- 185. To confirm 1 May – 31 October 2019 is period for re-enrollment of pension arrangements, noted
- 186. Review of policy on dealing with press/media, this was agreed unchanged.
- 187. To consider the Calendar of Meetings – 2019/20 meetings – 3 Wednesday except August (no meeting) and December (2nd Wednesday)

2019	2020
15 June Tea Party	18 March
19 June	15 April
17 July	APM 24 April
August only if necessary	20 May
18 September	17 June
16 October	15 July
20 November	August meeting only if necessary
11 December 2nd Wednesday	16 Sept
2020	21 Oct
15 January	18 Nov
19 February	9 Dec

- 188. To consider what Time Meetings will take place 7.15 pm planning followed by the main meeting at 7.45 pm.
- 189. The Date of Annual Parish Assembly was agreed as 24 April 2020
- 190. Members were reminded to complete and submit their Register of Interests
- 191. Chairman’s allowance for the year was agreed as: £100.00
- 192. Appointment of independent and competent Internal for the Auditor 2019-2020 accounts it was agreed to appoint Mr J Murray.
There being no further business the Chairman closed the meeting at 7.55pm and the monthly Parish Council meeting then commenced.

Clerk to the Council

to: All Members of the Council

Signed:

date: 19 June 2019