

Knightswick and Doddenham Parish Council

Minutes of the meeting of the Parish Council on Monday 22 May 2023 at 19:00 hrs. at the Talbot Hotel, Knightswick.

Present;

Cllr G Evans, Cllr F Budden, Cllr M Bellamy, R Timney (Clerk)

Public Question Time prior to the formal meeting;

None

Prior to the meeting all councillors signed their acceptance of role of councillor record.

Formal meeting commenced at 19:15 hrs

1. To accept nominations and appoint a Chair. Cllr M J C Bellamy elected chair.

2 Apologies for absence and members' declarations of interest.

Apologies/ Cllr M Horton. There were no declaration of interests in agenda items

3. To accept nominations and appoint a Vice-Chair. Cllr G Evans elected vice chair.

4. To appoint a representative to the Knightswick Charity Trustees Cllr F. Budden appointed.

5. Confirm the Minutes of the meeting of 20 March 2023 – Approved and signed.

6. Financial Matters:

a) **Approve the Council's Accounts 2021-22.** Approved

b) **Approve the Council's Exemption Certificate.** Approved

c) **Approve the formal Annual Governance Statement** Approved

d) **Approve the formal Annual Statement of Accounts.** Approved

e) Note payment - **Council's Insurance Premium** – £411.05. Noted

f) Note payment - **Council's Membership Fee WCALC** - £256.82 inc vat. Noted

g) Confirm - **Lengthsman Contract with WCC 2023-4** - £2585.65. Approved

h) Confirm - **Clerk's Salary & Hours** - 2023-4 (NALC - SCP13 - £12.97/hr), 242hrs/yr (£261.56/mth). Approved

j) Confirm that **the council continues to hold the residual proceeds of the sale of the Village Hall** (currently £10575) in trust for 'other charitable purposes or objects for the benefit of the inhabitants of the area'. (£3000 transferred to Precept Support). Noted

7. Planning Matters: None

8. Clerk's report on actions from previous meetings and correspondence received.

Thanks to Geoffrey Brewin for an excellent handover and continuing support for new clerk.

Arrangements to be made for a clerk's tour of the parish and footpaths.

Boundary Review consultation documents circulated to cllrs.

Discussed publicity and communications and GDPR.

9. Items for the Next Meeting

Footpaths and village issues.

Ex gratia gift to G. Brewin to mark his retirement as longstanding clerk.

10. Confirm the date of the next meeting: 17/07/2023 at 7:00pm In the Talbot Hotel

Knightwick. Approved

The meeting closed at 20.30

Minutes confirmed