

**At the Annual Meeting of Grimley Parish Council held on
13th May 2019
in The Peace Hall, Sinton Green commencing at 7.30pm**

Present: D Stanley (Chair), G James, E A Taft, R Weaver, RB Woodhouse.
In Attendance: Mrs L Stevens (Clerk & RFO), District Cllr Dean Clarke,
 0 Members of the public.
Apologies: A Atkinson, P Ayers, County Cllr Phil Grove.

45/19	<p>a. Election of Chairman 2019/20</p> <p style="padding-left: 20px;">i. Nominations and vote. <i>RW proposed DS. Seconded by AT. Carried.</i> <i>Cllr Stanley agreed to take on position of Chair subject to Members' acknowledgement of his work commitments and the need to spread elements of the role of Chair amongst Members. This was accepted by all present.</i></p> <p style="padding-left: 20px;">ii. Signing of Declaration of Acceptance of Office. <i>Duly completed.</i></p> <p style="padding-left: 20px;">iii. Input of chair details on External Audit Paperwork. <i>Duly completed.</i></p> <p>b. Election of Vice Chairman 2019/20, process as above. <i>DS proposed RW. Seconded by RBW. Carried.</i> <i>Cllr Weaver agreed to take on position of Vice Chair, subject to Members' acknowledgement of his work commitments. Paperwork duly completed.</i></p>
46/19	<p>a. To consider any apologies for absence - <i>As above.</i></p> <p>b. To consider any declarations of interest - <i>None new.</i></p> <p>c. All Cllrs to consider any declaration of interest made in previous years and state whether they wish to renew these and for what period of time. <i>Paperwork duly completed and signed.</i></p>
47/19	<p>Welcome to all Members - elected uncontested for a period of four years until May 2023.</p> <p>Cllr Stanley gave the following welcome to all Members.</p> <p>"My grateful thanks to all our present Councillors who over the year have given their time voluntarily and have great experience to give. Thanks to our District and County Councillors for their continued attendance and input. I also thank our Clerk, Lisa Stevens, for her hard work and professionalism. I would particularly like to thank Councillors Lewis and Sweeney who retired at the May elections. Both have given many hours of time and dedication and will be missed. Despite active attempts to encourage residents to join the Parish Council we have two vacancies and we would be delighted to hear from anyone who wishes to contribute to our community by joining the Council."</p> <p style="padding-left: 20px;">i. To note that there remain two vacancies. <i>Cllr James to approach O Hewett.</i> <i>R Jukes, M Boyle, R Densley all also suggested by Members as being possible welcome additions to the Parish Council. Members to approach.</i></p>

	<p>ii. Register of Members' Disclosable Pecuniary Interests (send to MHDC). <i>All completed with one outstanding and in the process of being followed up by the Clerk.</i></p> <p>iii. Election Expenses <i>All completed and none outstanding.</i></p>																																													
48/19	<p>Election of Committee Representatives:</p> <table border="1"> <thead> <tr> <th>Committee or Community Group</th> <th>No of members /reps</th> <th>Current Reps</th> </tr> </thead> <tbody> <tr> <td>Peace Hall Committee</td> <td>2</td> <td>Cllr Aiveen Atkinson, Cllr Georgina James.</td> </tr> <tr> <td>CALC Reps</td> <td>2</td> <td>Cllr Pam Ayers, Cllr Anne Taft</td> </tr> <tr> <td>Tarmac Liaison Group</td> <td>2</td> <td>Cllr Dave Stanley, Vacant <i>Agreed to leave this position vacant for the time being.</i></td> </tr> <tr> <td>Grievance Panel</td> <td>3</td> <td>Cllr Dave Stanley, Cllr Anne Taft, Cllr Richard Weaver</td> </tr> <tr> <td>Over-seeing Finance/Audit <i>(previously 1 - increased to 2 for 2019)</i></td> <td>2</td> <td>Cllr Aiveen Atkinson, Cllr Robin Woodhouse</td> </tr> <tr> <td>Monkwood Green Community Management Committee</td> <td>2</td> <td>Cllr Pam Ayers, Cllr Richard Weaver (Clerk as separate admin support)</td> </tr> <tr> <td>Monkwood Green Commoners Association Council Rep</td> <td>1</td> <td>Cllr Pam Ayers (Clerk as separate admin support)</td> </tr> <tr> <td>Defibrillator Community Fundraiser Rep</td> <td>1</td> <td>Cllr Anne Taft</td> </tr> <tr> <td>Play Equipment Committee</td> <td>1</td> <td>Cllr Aiveen Atkinson</td> </tr> <tr> <td>Staffing Committee</td> <td>3</td> <td>Cllr Georgina James, Cllr David Stanley, Cllr Anne Taft.</td> </tr> <tr> <td>Appeals Panel</td> <td>3</td> <td>Cllr Aiveen Atkinson, Cllr Pam Ayers, Cllr Richard Weaver.</td> </tr> <tr> <td>Grimley Smaller Charities</td> <td>1</td> <td>Cllr Robin Woodhouse <i>(plus 1 member externally – Mr Bryan Jones)</i></td> </tr> <tr> <td>Lengthsman support and rep</td> <td>1</td> <td>Cllr Anne Taft plus Clerk</td> </tr> <tr> <td>Footpaths Officers <i>and support for 'County Council Sponsored Footpaths Officer' (Mr Richard Lawrence)</i></td> <td>2</td> <td>Cllr Aiveen Atkinson, Cllr Georgina James</td> </tr> </tbody> </table> <p><u>The above all duly approved</u></p>	Committee or Community Group	No of members /reps	Current Reps	Peace Hall Committee	2	Cllr Aiveen Atkinson, Cllr Georgina James.	CALC Reps	2	Cllr Pam Ayers, Cllr Anne Taft	Tarmac Liaison Group	2	Cllr Dave Stanley, Vacant <i>Agreed to leave this position vacant for the time being.</i>	Grievance Panel	3	Cllr Dave Stanley, Cllr Anne Taft, Cllr Richard Weaver	Over-seeing Finance/Audit <i>(previously 1 - increased to 2 for 2019)</i>	2	Cllr Aiveen Atkinson, Cllr Robin Woodhouse	Monkwood Green Community Management Committee	2	Cllr Pam Ayers, Cllr Richard Weaver (Clerk as separate admin support)	Monkwood Green Commoners Association Council Rep	1	Cllr Pam Ayers (Clerk as separate admin support)	Defibrillator Community Fundraiser Rep	1	Cllr Anne Taft	Play Equipment Committee	1	Cllr Aiveen Atkinson	Staffing Committee	3	Cllr Georgina James, Cllr David Stanley, Cllr Anne Taft.	Appeals Panel	3	Cllr Aiveen Atkinson, Cllr Pam Ayers, Cllr Richard Weaver.	Grimley Smaller Charities	1	Cllr Robin Woodhouse <i>(plus 1 member externally – Mr Bryan Jones)</i>	Lengthsman support and rep	1	Cllr Anne Taft plus Clerk	Footpaths Officers <i>and support for 'County Council Sponsored Footpaths Officer' (Mr Richard Lawrence)</i>	2	Cllr Aiveen Atkinson, Cllr Georgina James
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49/19	<p>Parish Council Documentation To accept and adopt in principle, but commit to reviewing the following Parish Council documents before October 2019.</p> <p><u>All duly approved.</u></p> <table border="1" data-bbox="268 331 1311 909"> <tr> <td data-bbox="268 331 778 909"> a) Annual Action Plan. b) Code of conduct & NOLAN principles. c) Financial Regulations. d) Standing Orders. e) Risk Assessment Register. f) Information available under Freedom of Information Act. g) Financial Reserves. h) Complaints procedure. i) Grievance procedure. j) Data protection policy & Privacy Notice. t) </td> <td data-bbox="783 331 1311 909"> k) Disciplinary procedure. l) Equal opportunities policy. m) Health and safety policy. n) Home working policy. o) Delegation to the Clerk policy. p) Section 137 policy q) Lone working policy. r) Staffing Committee terms of reference. s) Cllr & Clerk training register and policy. </td> </tr> </table>	a) Annual Action Plan. b) Code of conduct & NOLAN principles. c) Financial Regulations. d) Standing Orders. e) Risk Assessment Register. f) Information available under Freedom of Information Act. g) Financial Reserves. h) Complaints procedure. i) Grievance procedure. j) Data protection policy & Privacy Notice. t)	k) Disciplinary procedure. l) Equal opportunities policy. m) Health and safety policy. n) Home working policy. o) Delegation to the Clerk policy. p) Section 137 policy q) Lone working policy. r) Staffing Committee terms of reference. s) Cllr & Clerk training register and policy.
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50/19	<p>NOLAN Principles Annual reminder by the Clerk on the Twelve Principles of Public Life (previously seven). These principles apply to anyone who works as a public office-holder and include the following (in no particular order):</p> <p><u>All duly considered and approved for inclusion in the Code of Conduct.</u></p> <table border="1" data-bbox="268 1189 1311 1413"> <tr> <td data-bbox="268 1189 778 1413"> 1 Parish-wide Representation 2 Balanced Planning Considerations 3. Selflessness 4. Honesty and Integrity 5. Objectivity 6. Accountability </td> <td data-bbox="783 1189 1311 1413"> 7. Openness 8. Personal Judgement 9. Respect for Others 10. Duty to Uphold the Law 11. Stewardship 12. Leadership </td> </tr> </table>	1 Parish-wide Representation 2 Balanced Planning Considerations 3. Selflessness 4. Honesty and Integrity 5. Objectivity 6. Accountability	7. Openness 8. Personal Judgement 9. Respect for Others 10. Duty to Uphold the Law 11. Stewardship 12. Leadership
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Close of Annual Meeting of Grimley Parish Council			

	<p>Incidentals.</p> <p>Dates for diary, any other business, items for future agenda - Dates to note: Parish Fete 23rd June 2019, venue: Sinton Green Peace Hall. Date of next parish council meeting: 17th June, 7.30pm, Peace Hall, Sinton Green. All welcome.</p>
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