

ABBHEY HILL PARISH COUNCIL



MINUTES of the Annual Meeting held on Thursday, 26th May 2022 at 7.30pm,

Present: Cllrs D. Simpson (in the Chair), K. Ryan, A. Evans. No Ward Cllrs; no residents.

Clerk: J. Vischer.

1. **Apologies** – Cllr P. Blyth.
2. **Election of Chair** for the forthcoming year - Cllr D Simpson was duly elected Chair. Proposer Cllr A Evans, seconder Cllr A Pant. Unanimous.
3. **Election of Vice Chair** for the forthcoming year - Cllr K Ryan was duly elected Vice Chair. Proposer Cllr D Simpson, seconder Cllr A Evans, Unanimous.
4. **Councillors' Registers of Interests** - no changes of a material nature.
5. **Finance - annual review of any Direct Debit payments** - One continuing Direct Debit: to the Information Commissioners Office
6. **Appointment of external representatives** for the forthcoming year: Parishes Forum, Western Expansion Area Liaison, Community Annex - It was agreed to work on the basis of councillor availability at any given time.
7. **Annual Review of Policies** –
 - 7.1. Adoption of Code of Conduct - Proposer Cllr A Evans, seconder Cllr K Ryan. Unanimous.
 - 7.2. Adoption of Standing Orders - Proposer Cllr A Evans, seconder Cllr A Pant. Unanimous.
 - 7.3. Adoption of Risk Assessment Schedule - Proposer Cllr D Simpson, seconder Cllr K Ryan. Unanimous.
 - 7.4. Adoption of Fixed Assets Schedule - Proposer Cllr K Ryan, seconder Cllr A Pant. Unanimous.
 - 7.5. Adoption of Financial Regulations - Proposer Cllr A Pant, seconder Cllr K Ryan. Unanimous.
 - 7.6. It was noted that the relevant sections in both Standing Orders and Financial Regulations would be updated with regard to Online banking. **CLK**
8. **Date of Next Annual Meeting** – Thursday 11th May 2023. To be held at Two Mile Ash School at 7.30pm.

The meeting closed at 7.45pm.

Signed

date