

ASHWICK ANNUAL COUNCIL MEETING

MINUTES OF MEETING HELD VIA ZOOM

On 3rd May 2021 via Zoom.

180/2021 Election of Chair**(a) To elect the Chair for the forthcoming year**

Cllr Phil Briscoe proposed Cllr David Barlow be elected as Chair for the forthcoming year, this was seconded by Cllr David Thorley and unanimously agreed.

(b) The Chair to sign the Declaration of Office Form

Cllr David Barlow as the new elected Chair of Ashwick Parish Council signed the Declaration of Office on screen.

181/2021 Election of Vice-Chair**(a) To elect the Vice-Chair for the forthcoming year.**

Cllr Roy Bailey proposed Cllr Lizzie Lewis be elected as Vice Chair for the forthcoming year, this was seconded by Cllr Sarah Emery and unanimously agreed.

182/2021 Present

Cllrs David Barlow (Chair), Lizzie Lewis, David Barlow, Phil Briscoe, Roy Bailey, David Thorley, David Hine, Sarah Emery and Andy Clemence

183/2021 Apologies

Cllr Bryan Wells

184/2021 Banking Arrangements**(a) To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories**

Cllr Lizzie Lewis, David Gilson, Bryan Wells and the Clerk are to remain as signatories. The Council also **RESOLVED** to add Cllr Phil Briscoe as an extra signatory, the forms will be completed in due course.

185/2021 To confirm that the Parish Council are Custodian Trustees of the Oakhill And Ashwick Village Hall and Playing Fields

The Council **RESOLVED** that the Parish Council are Custodian Trustees of the Oakhill and Ashwick Village Hall and Playing Fields.

186/2021 Insurance Cover**(a) Agree annual insurance**

The Council **RESOLVED** the cover for the annual insurance

(b) Agree payment of annual insurance

The Council **RESOLVED** to pay the annual insurance of £677.35

Cllr Andrew Clemence joined the meeting at 7.20pm

187/2021 Councillors Interests/Responsibilities

Somerset Waste – Cllr David Barlow
 School Liaison – Cllrs David Barlow and Sarah Emery
 Footpaths – Cllr Lizzie Lewis
 Finance – Cllrs Phil Briscoe and David Barlow
 Highways – Cllrs David Barlow, Roy Bailey and Andy Clemence
 Village Hall – Cllr David Thorley
 Defibrillator – Becky Battagel
 Planning – Cllrs David Thorley and Roy Briscoe
 Farming – Cllr David Thorley
 Publicity – Cllr David Barlow
 Quarry Liaison – Cllr Andy Clemence
 Historical Matters – Cllr David Gilson
 Village Litter Pick Up Co-ordinator – Cllr Lizzie Lewis
 Environmental Initiates / Climate Emergency – Cllr David Hine

188/2021 Accounts for the Year Ending 31st March 2021**(a) Note the Annual Internal Audit Report from the Internal Auditor**

The Council noted within the report from the Internal Auditor, details of good practices were noted but the following items were recommended: -

- Minutes are to be signed by the Chair as soon as possible
- Missing bank statements to be requested from the bank
- The council should formally consider the level of insurance required annually
- The Council is not currently complying with the Transparency Code for Smaller Authorities – December 2014 and should take appropriate steps to comply as soon as possible.

(b) To approve the Annual Governance Statement 2020/21 of the Annual Return

The Council **RESOLVED** to approve the Annual Governance Statement 2020/2021.

(c) To approve the Accounting Statement 2020/21 of the Annual Return

The Council **RESOLVED** to approve the Accounting Statement 2020/2021 of the Annual Return

(d) Signature of Exclusion Certificate

The Council **RESOLVED** the Exclusion Certificate and will be signed by the Chair and RFO.

(e) Notice of Public Rights and Publication of Annual Governance and Accountability Return

The Council **RESOLVED** that the dates for the period of exercise of public rights would take place commencing Monday 14th June and end on Friday 23rd July 2021

(f) To confirm that the Clerk is also the Responsible Finance Officer.

The Council **RESOLVED** that the Clerk is also the Responsible Finance Officer.

Next Annual Council Meeting **11th May 2022**, location to be advised

Meeting closed 7.33pm