

# WEST AUCKLAND PARISH COUNCIL

Sharon Proud, Clerk to the Council

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BISHOP AUCKLAND

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Minutes of AGM/Annual Public Meeting held Monday, 13<sup>th</sup> July 2020 at 7.00 pm, Parish Community Room, Monteith Close, West Auckland

## 7.00 pm **Annual Public Meeting** – Chairman’s Report

Cllr Colin Mairs Chairperson’s report was read on his behalf for those present, giving thanks and highlighting achievements of the past year.

7.30 pm Annual General Meeting Agenda - (to immediately follow Annual Public Meeting) (AGM usually held May was delayed due to COVID-19 pandemic).

## **20.41 Election Of Chair and signed Acceptance Of Office & Code Of Conduct for the coming year.**

The Clerk opened the meeting and requested nominations for a Chairperson for the coming year. Cllr George Smith was appointed as Chairman for the next year.

## **20.42 Parish Councillors to sign Acceptance Of Office & Code Of Conduct.**

Those present signed their Acceptance of Office and signed in accordingly.

## **20.43 Election of Vice-Chair**

Cllr Farrer accepted responsibility of Vice-Chairman.

## **20.44 To agree Annual Subscriptions**

It was resolved that the following annual subscriptions should continue:

- Ordnance Survey
- Stockton Darlington Railway
- County Durham Association of Local Clerks (CDALC)
- Information Commissioners Office (ICO)

It was agreed that options for wifi in Monteith be explored to provide the opportunity for virtual attendance via Zoom for those members unable to attend in person as they are shielding or fall into a vulnerable category.

#### **20.45 To accept apologies for absence**

Apologies were received Cllr Mairs due to Government advice on him shielding until August 2020.

#### **20.46 To confirm minutes of meeting held 9<sup>th</sup> April 2018**

The minutes were approved and signed accordingly.

#### **20.47 Clerks' Correspondence**

The Clerk tabled correspondence and payment of invoices received was endorsed.

All invoices were checked and the following payments approved:

Clerk's Salary		£600.00
Domestic's Salary		£73.00
Telephones and Broadband		£30.00
DCC - Precept	£26,248.00	
DCC - grant	£10,000.00	
npower -gas		£53.83
HMRC - PAYE		£150.00
npower - electric		£27.57
B McGregor - bus shelters cleaned		£150.00
Domestic's Salary		£75.00
Telephones and Broadband		£30.00
ICO Subscription		£35.00
Allotment Rents	£1,300.00	
Ordnance Survey		£65.70
HMRC - VAT Reimbursed	£700.15	
npower - electric		£20.32
Anglian Water rates		£10.76
Domestic's Salary		£75.00
Telephones and Broadband		£30.00
West Auckland in Bloom		£500.00
npower electric		£17.98
DCC - grant reimbursed		£10,000.00

#### **20.48 To check/approve Annual Report including Financial Accounts Year End 31 March 2020**

The Annual Report, including the Financial Accounts, was approved and will be circulated and included on the website.

#### **20.49 To review/amend Standing Orders, Financial Regulations, Risk Assessments, Asset Register & GDPR**

Standing Orders - Following discussion it was resolved that meetings will take place alternative months for the foreseeable future until the COVID-19 pandemic is reduced sufficiently for meetings to resume monthly. Clerk to forward meetings dates to members for the coming year.

Financial Regulations - Following discussion it was agreed that an amendment will be included to the Financial Regulations to state:

Risk assessments, Asset Register, Statement of Intent and General Data Protection Policy (GDPR) were all reviewed and adopted as required.

**20.50 To consider adoption of Power of Competence for the coming year and agree/update the Statement of Intent**

It was resolved that the Power of Competence will be adopted again for the coming year.

**20.51 To receive any items for Monday, 14<sup>th</sup> September 2020 meeting**

- To consider Remembrance Service planning
- To arrange annual Budget Setting
- To consider Christmas lights and hampers
- To consider improvements to path between Oakley Cross between the school and the A68
- To consider funding for the new village boxing club

Issues raised by members of the public

- Litter bins were request opposite pizza shop and opposite the Manor House.
- It was confirmed that the mining tub it almost ready for installation.
- The remembrance seat kindly donated by Mr Barry Barron will be sited in the near future and Cllr Robinson was thanked for his efforts with the solider silhouettes.