**FLAMBOROUGH PARISH COUNCIL**

**MINUTES OF ANNUAL MEETING OF THE COUNCIL ON 4 MAY 2021**

**at 7.30 pm via Zoom**

**Present:** Councillors F Holt, C Taylor, T Traves, V Leppington, A Hanson, J Crossland, S Crossland

Ward Councillor C Matthews

1. Election of Chairman 2021/2022 ( Declaration of Acceptance of Office to be signed after the meeting):

RESOLVED: that Councillor Sarah Crossland be elected Chair for 2021/22.

1. Election of Vice-Chairman 2021/22

RESOLVED: that Councillor Andrea Hanson be elected Vice-Chair for 2021/22

1. To receive apologies for absence:

Apologies were received from Councillors Sexton and Major

RESOLVED: that the apologies from Councillors Sexton and Major be accepted

1. Code of Conduct:

(a) To record Declarations of Pecuniary/non-Pecuniary Interests by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared:

(b) To note dispensations given to any member of the Council in respect of agenda items below:

There were no declarations of interest and no dispensations

1. To approve and adopt Standing Orders for Flamborough Parish Council

RESOLVED: that the Standing Orders be approved and adopted

1. To approve and adopt Financial Regulations for Flamborough Parish Council

RESOLVED: that the Financial Regulations be approved and adopted

1. Appointment of Representatives to Outside Bodies:

RESOLVED: to appoint the following:

1. Flamborough Sports Club Trust - Councillor D Major
2. Village Hall - Councillor F Holt with Councillor A Hanson as substitute
3. Two voting delegates to the ERNLLCA NE District Committee - Councillors S Crossland and A Hanson with Councillor F Holt as substitute
4. The Governing Body of Flamborough School - Councillor T Traves
5. Parish Transport Champion for North East Zone – await confirmation that required
6. Representative to Health Forum - Councillor C Taylor
7. To review annual membership to organisations:
8. ERNLLCA (£778)
9. Clerk’s Membership of SLCC (£161)
10. Campaign for Protection of Rural England (£36)

RESOLVED: that membership to these organisations be approved

1. To appoint members of the Personnel Committee

RESOLVED: that Councillors Leppington, Traves and Taylor with Councillor Holt as a substitute be appointed to the Personnel Committee

1. Appointment of Bankers and Signatories: currently Barclays Bank and Nationwide Building Society.

RESOLVED: that Barclays Bank and Nationwide Building Society continue as bankers and that Councillors J Crossland, V Leppington, F Holt and Clerk remain as signatories

1. Internal Appointments:

RESOLVED: to appoint the following

1. Signatory for Verification of Quarterly Bank Reconciliation/Statements - Councillor S Crossland
2. Allotments Inspection - Councillor C Taylor
3. Playground Inspection - Councillor D Major
4. Flags - Councillor J Crossland
5. Appointment of Internal Auditor: Richard Dixon, Public Sector Audit.

RESOLVED: to continue with appointment of Public Sector Audit as the Internal Auditor

1. To review the Council Asset Register

RESOLVED: that the Council Asset Register be approved

1. To review the Council insurance policy

RESOLVED: that the Council insurance policy be approved

1. To review the Council Risk Register

RESOLVED: that the Council Risk Register be approved

The meeting closed at 8.00 pm