

THORNHACKETT PARISH COUNCIL

Minutes of the Annual Meeting of the Council held at Thornford Village Hall on Wednesday 15th May 2024 commencing at 19:00 hours.

Present: Councillors B Taylor-Wade, S Hillier, R Baxter, A Bromell, J Axten, N Whitsun-Jones, J Rogers

Apologies for Absence – None

Also Present: Mrs Sandra Hillier (Clerk) and 4 members of the public

The retiring Chairman opened the Meeting and welcomed everybody to the meeting.

1. Election of Chairman for the Municipal Year 2024-25

Cllr Taylor-Wade has decided to stand down as Chairman due to work and family commitments.

There had been no nominations received by the Clerk. Nominations from the floor were requested. Cllr Hillier indicated that he would be willing to take the position if this was acceptable to Council. The question was raised regarding the Clerk, was there a conflict of interests. Cllr Hillier did not think that there would be and he had worked as Chairman with the Clerk on another Parish Council locally and there had not been a problem. Also he would want to work closely with the Vice Chairman regarding any decisions. It was acknowledged that it could be one of perception rather than fact. Councillors also recognised that Cllr Hillier had a lot of experience in local government. Councillor N Whitsun-Jones proposed Councillor Hillier as Chairman, seconded by Councillor J Rogers **carried nem con**

Councillor Taylor-Wade stood down and Councillor Hillier took the Chair.

2. Election of Vice- Chairman

There had been no nomination received. Nominations from the floor were requested. Councillor Whitsun-Jones was proposed by Councillor Hillier and seconded by Councillor Bromell there being no other nominations Councillor Whitsun-Jones was **elected nem con**

A Thank You was given to the outgoing Chairman for her work over the past two years as Chairman

3. Minutes of the meeting of Annual Meeting 17th March 2023

The minutes had been circulated and were accepted by Council and duly signed.

4. Confirmation of the Civility and Respect Pledge

It had been suggested by DAPTC that Councils reaffirm this Pledge as this was a new Council Cycle. This was agreed **unanimously** and the Chairman signed the Certificate.

5. Review of Committees

It was decided that committees were not required

6. Adoption of Standing Orders.

There was a greater stress on Small Local Authorities and their conduct and management. It was agreed to delete 8f 'the decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.'

7. Review of Council's Policies

Financial regulations – Copies previously circulated. New model Financial Regulations produced by NALC in April 2004. Changes include greater flexibility for small councils where decisions will be made in Full Annual Meeting 2024

Council rather than in committee. The regulations now explicitly accommodate on-line banking and electronic payments providing guidance on security measures and authorisation processes. Sections 4.5 and 4.6 in particular were noted regarding budget setting and the requirement not to have unpaid Council tax when voting on the budget and precept. Appendix 1.6 was also noted regarding the tendering process.

Code of Conduct – This is based on the Model Code of Conduct 2020 produced by the LGA (Local Government Association) and had previously been adopted by the Council in 2022 and 2023.

Acceptance of the Standing Orders, Code of Conduct and Financial Regulations with the proposed changes was proposed by Cllr Hillier seconded by Cllr Baxter -**carried nem con**

Induction Pack – Each Councillor had been supplied with an Induction pack assembled by DAPTC which summarised the main functions of the Parish Council.

8. Subscriptions to outside bodies.

Council agreed to continue with Dorset Association of Parish and Town Councils. Council also agreed to subscribe to the Society of Local Council Clerks and the Information Commissioners Office. Proposed by Cllr Hillier, seconded by Cllr Taylor-Wade **carried nem con**

9. Council Accounts for Year 2023-2024

The Clerk indicated that the Accounts as previously circulated to Councillors included some questions that required clarification and so they were withdrawn. It was agreed to hold a special meeting in June to discuss financial matters and agree the AGAR submission.

10. The meeting dates for the year 2022-2023

The dates had been circulated to members, they remain on the same cycle as the year 2023-2024. The dates were agreed unanimously. With a proposed additional date in June (June 19th) subject to Hall availability to discuss outstanding financial matters.

Wednesday 17th July 2024, 18th September 2024, 20th November 2024, 15th January 2025, 19th March 2025. Annual Meeting 21st May 2025. Unless otherwise advised to be held at Thornford Village Hall at 7.00pm.

Signed:

Date: