

Minutes of the Annual Meeting of Norton Lindsey Parish Council held in Norton Lindsey Church Room at 7.45pm on 14 May 2024

Present: Cllr J Stobart (Chair); Cllr N Brown; Cllr K Elmhirst; Cllr J Gilmore; Cllr M Neale; Cllr R Pocknell
WDC Cllr P Phillips; WCC/WDC J Matecki
Parish Clerk: Jennifer Bendall
Public: None

- 24/05/14-AM/01 To elect the Chairman of the Council**
Cllr Neale proposed that Cllr Stobart be re-elected as Chairman, seconded by Cllr Pocknell.
AGREED UNANIMOUSLY.
- 24/05/14-AM/02 Record of members present**
Noted.
- 24/05/14-AM/03 To receive apologies for absence**
None.
- 24/05/14-AM/04 To receive declarations of interests (existence and nature) on Items on the Agenda**
None.
- 24/05/14-AM/05 To receive the Chairman's Declaration of Acceptance of Office, or to decide when the Chairman's Declaration of Office, which has not been received as provided by law, shall be received**
Received.
- 24/05/14-AM/09 To elect the Vice Chairman of the Council**
As in previous years, it was AGREED that NLPC would not elect a Vice Chairman for the forthcoming year.
- 24/05/14-AM/10 To agree dates for Council Meetings for the forthcoming Year**
Other than an amendment to the proposed date for the June meeting, it was AGREED to accept the suggested dates for the next year. Consequently, the dates for 2024/2025 meetings are as follows (all dates are Tuesday's unless otherwise stated):
18 June 2024; 9 July 2024; 10 September 2024; 8 October 2024; 12 November 2024; 10 December 2024; 14 January 2025; 11 February 2025; 11 March 2025; 8 April 2025 – Parish Assembly (avoiding Easter); 13 May 2025 – Annual/Ordinary Meetings
- 24/05/14-AM/11 If applicable, to appoint Council Committee Members and to review remit of, including Delegation of Functions to Committees, and/or appoint Working Party Members as appropriate**
It was AGREED that no Committees or Working Parties are required at this time.
- 24/05/14-AM/12 To appoint Representatives to Sit on Outside Bodies**
It was AGREED that Cllr Stobart would continue as the Parish Council representative for the Claverdon & District Nursing Association.
- 24/05/14-AM/13 To appoint an Internal Auditor for the financial year 2024/25**
The Clerk advised that Mr R Smith is willing and able to continue in his role as Independent Internal Auditor for NLPC.

- 24/05/14-AM/14** **To review bank account signatories and arrange to authorise appropriate Bank Mandate if there are any changes**
It was AGREED that no changes are required at this time.
- 24/05/14-AM/15** **To receive the Parish Council's Statement of Finances at 31 March 2024**
The unaudited Statement of Finances as at 31 March 2024 were received and noted.
- 24/05/14-AM/16** **To review the Parish Council's Asset Register**
The Clerk advised that she had reviewed the Asset Register and added the Jubilee/Coronation picnic benches to it. There was also a discussion about replacement values of assets which are used for insurance purposes, and these were reviewed and AGREED. There was discussion about the state of the grit bins, and it was AGREED that they would be inspected during the summer months.
- 24/05/14-AM/17** **To agree the Parish Council Action Plan for 2024/25**
It was AGREED that the Chair would review the Action Plan and circulate for comments before the June 2024 meeting, for approval at that meeting.
- 24/05/14-AM/18** **To review the Parish Council's Standing Orders and Financial Regulations**
The Clerk advised that the National Association of Local Councils (NALC) had made no changes to the model Standing Orders and these were readopted unchanged by the Council. However, NALC has issued new model Financial Regulations which were considered and tailored to meet NLPCs requirements: these were approved.
- 24/05/14-AM/19** **To review the Council's insurance provision**
The Clerk advised that current provider Zurich had quoted £300 for the forthcoming year, which was the same premium as last year. She advised that she had contacted three other insurance providers for quotes for the biennial review of insurance provision, as agreed at the NLPC annual meeting in 2010, but that none had responded in time for the Annual Meeting. It was AGREED that the Zurich quote would be accepted by the renewal date unless an alternative quote was received before then that proved to be more competitive.
- 24/05/14-AM/20** **To review subscriptions**
NLPC's membership of WALC (the Warwickshire and West Midlands Association of Local Councils) was AGREED when the budget was approved at the January 2024 ordinary meeting, as was NLPC paying for the Clerk's membership of the Society of Local Council Clerks. APPROVAL of this expenditure was restated. No other subscriptions were identified.
- 24/05/14-AM/21** **To consider training requirements for Councillors**
Cllrs Elmhirst and Gilmore asked to attend the WALC Planning Nuts and Bolts webinar. AGREED.
- 24/05/14-AM/22** **Close**
The meeting closed at 8.20pm