

Clowne Parish Council

Minutes of Council Meeting



Meeting Type	Annual Meeting of the Council
Date of Meeting	Friday 21 st May 2021
Council Meeting Start Time	6pm
Meeting Venue	Clowne Community Centre Recreation Close, Clowne S43 4PL
In Attendance	Councillors A. Bailey, B. Bosworth, D. Dixon, M. Dixon, S. Gregory, M. Hoy, N. Hoy, G. Hughes, J. Wood, N. Yewman 4 members of the Public

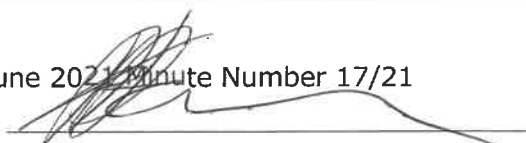
Minute Number	Order of Business	Resolution	Decision
01/21	<p>Apologies for Absence</p> <p>Councillor Walker due to medical reasons. Councillor Salt due to work commitments.</p> <p>In the absence of the Chair, Councillor Walker, Councillor Bailey as Vice Chair presided at the meeting until minute number 04/21</p> <p>Councillor Bailey welcomed Councillor M. Hoy and Councillor Wood as newly elected members of the Parish Council following the local elections held on Thursday 6th May 2021.</p>	<p>It was moved by Councillor Yewman and seconded by Councillor Bosworth that the apologies for absence be received and approved.</p>	<p>Agreed All in Favour</p>
02/21	<p>Confirmation that Attendance Register has been signed</p> <p>The Clerk confirmed that the Attendance Register had been signed by all present.</p>	<p>N/a</p>	<p>N/a</p>

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03/21	<p>To Receive Nominations for and Election of Chair of Clowne Parish Council for 2021/22 Administrative Year</p> <p>A discussion took place and nominations were received for the position of Chair.</p>	<p>It was moved by Councillor Maxine Dixon and seconded by Councillor David Dixon that Councillor Yewman be appointed as the Chair of the Council for administrative year 2021/22</p>	<p>Agreed For 8 Abstained 0 Against 2</p>
04/21	<p>Signing of Declaration of Acceptance of Office as Chair of Clowne Parish Council for 2021/22 Administrative Year</p> <p>Following this decision Councillor Yewman signed the formal Acceptance of Office Declaration for Chair of the Council and took over the meeting from Councillor Bailey.</p>	N/a	N/a
05/21	<p>To Receive Nominations for and Election of Vice Chair of Clowne Parish Council for 2021/22 Administrative Year</p> <p>Councillor Yewman thanked everyone who had voted for him and stated that he would try and be a fair and unifying Chair.</p> <p>Councillor Yewman then invited nominations for the position of Vice Chair.</p> <p>A discussion took place and nominations were received for consideration.</p>	<p>It was moved by Councillor Natalie Hoy and seconded by Councillor Matthew Hoy that Councillor David Dixon be appointed as the Vice Chair of the Council for administrative year 2021/22</p>	<p>Agreed For 6 Abstained 0 Against 4</p>
06/21	<p>Signing of Declaration of Acceptance of Office as Vice Chair of Clowne Parish Council for 2021/22 Administrative Year</p> <p>Following this decision Councillor David Dixon signed the formal Acceptance of Office Declaration for Vice Chair of the Council.</p> <p>Councillor David Dixon thanked everyone who had voted for him and that he would work closely with Councillor Yewman and the Clerk going forward.</p>	N/a	N/a

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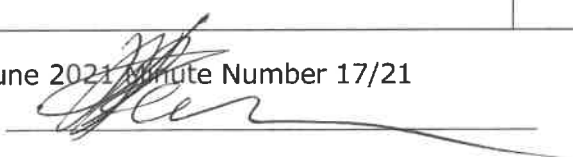
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07/21	Notification of Unregistered Declarations of Pecuniary and Non Pecuniary Interest	None received	N/a
08/21	Notification of Consideration of a Dispensation	None received	N/a
09/21	<p>Review of Standing Committees for 2021/22 Administrative Year</p> <p>The Clerk referred to Appendix 1 of the agenda and advised that that it is good practice to periodically review the structure, membership composition and terms of Reference of the Council's Standing Committees.</p> <p>The Annual Meeting of the Parish Council was the appropriate place to undertake this.</p> <p>A discussion took place.</p> <p>Councillor Gregory mentioned that she didn't want the Committees to be talking shops.</p> <p>The Clerk clarified that the Membership for the Complaints Committee was any 3 elected Members out of the 12 Members of the Council. This was designed to provide maximum flexibility rather than have named individuals.</p> <p>It was noted that Councillor's Salt and Walker were not able to be considered as they were not in attendance.</p> <p>The Clerk agreed to write to both members and ask them if they wish to be considered for any of the Standing Committees.</p>	<p>It was moved by Councillor Maxine Dixon and seconded by Councillor Bailey that the Terms of Reference for the Allotment Committee be approved, and that the Membership comprises of the following Councillors: Bailey, Bosworth, Hughes and Yewman</p> <p>It was moved by Councillor David Dixon and seconded by Councillor Yewman that the Terms of Reference for the Clowne and Barlborough Joint Burial Committee be approved, and that the Membership comprises of all Members from Clowne Parish Council.</p> <p>It was moved by Councillor Maxine Dixon and seconded by Councillor Bailey that the Terms of Reference for the Complaints Committee be approved.</p> <p>It was moved by Councillor Yewman and seconded by Councillor Bailey that the Terms of Reference for the Events Committee be approved, and that the Membership comprises of the following Councillors: Maxine Dixon, Natalie Hoy, Matthew Hoy, Wood and Yewman</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p> <p>Agreed All in Favour</p> <p>Agreed All in Favour</p>

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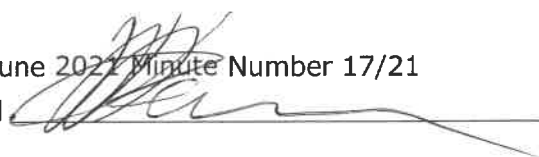
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		<p>It was moved by Councillor David Dixon and seconded by Councillor Matthew Hoy that the Terms of Reference for the Finance Committee and the Human Resources Committee be combined into a combined Finance & Humans Resources Committee and approved, and that the Membership comprises of the following Councillors: Bailey, Bosworth, David Dixon, Natalie Hoy and Matthew Hoy</p> <p>It was moved by Councillor Yewman and seconded by Councillor Hoy that the Chair of each Committee would formally report back to the next available meeting of the Council as required.</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p>
10/21	<p>Proposed Date and Time of Next Council Meeting</p> <p>The Clerk advised that the suggested date of the next Council Meeting was Friday 18th June 2021.</p> <p>A discussion took place, and it was suggested that that this be changed.</p> <p>The Clerk advised that the next meeting would receive and be asked to approve the Annual Governance and Accountability return for period ending 31st March 2021.</p> <p>The Annual return needed to be submitted to PKF Littlejohn as the external auditor by 30th June 2021 at the latest.</p> <p>Butler Cook Chartered Accountants would also be in attendance to answer any questions regarding the annual audit and to receive his report.</p>	<p>It was moved by Councillor Hoy and seconded by Councillor Yewman that the date of the next Council meeting be scheduled for Friday 25th June 2021 at 6pm at Clowne Community Centre.</p>	<p>Agreed All in Favour</p>

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11/21	<p>Appointment of Trustees for Charity Investment Fund Accounts</p> <p>The Clerk advised that the Parish Council acted as Trustees for several Charity Accounts.</p> <p>There was approximately £2100 in these accounts and Council needed to appoint and agree who the Trustees would be going forward.</p>	<p>It was moved by Councillor Hoy and seconded by Councillor David Dixon that the members of the Finance and HR Committee be appointed as Trustees.</p>	<p>Agreed All in Favour</p>
12/21	<p>Subscription to Derbyshire Association of Local Councils (DALC) for 2021/22</p> <p>The Clerk reminded Members that the Parish Council subscribed to DALC each year and the yearly subscription was due.</p> <p>The annual cost for 2021/22 was £1181.</p> <p>A discussion took place.</p>	<p>It was moved by Councillor David Dixon and seconded by Councillor Gregory that the Parish Council does not renew its subscription with Derbyshire Association of Local Councils for 2021/22.</p>	<p>Agreed For 9 Abstained 0 Against 1</p>

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