

Telephone 07725 843 505
Email Clerk@ninfieldpc.co.uk

Website <http://www.ninfieldpc.co.uk/community/ninfield-parish-council-15069/home>

Ninfield Annual Full Council Meeting Minutes 16th May 2022

Cllrs Present:

Chair K Williamson (KW); J Cheshire (JC); S Collins (SC); K Crittall (KC); S Guard (SG); P Holland (PH); P Coleshill (PC); J Langley (JL); G Pharo (GP);

In attendance: 16 members of the public.

- 2536 **The Vice Chairman to take the chair and announce first business to be the election of Chairman of the council for the year.**
To receive nominations
If there is only one nomination the vice chairman to put that nomination to the meeting.
The Vice chairman to declare the election of the Chairman.
SG nominated KW, KC seconded. All agreed
Resolved that KW be the chairman for the forthcoming year.
- 2537 **The Chairman to read and sign the declaration of acceptance of office.**
Resolved that the chairman be allowed to sign the declaration of acceptance of office at a later date due to the clerk being absent.
- 2538 **The Chairman to announce the election of Vice Chairman of the council for the year.**
To receive nominations
If there is only one nomination the vice chairman to put that nomination to the meeting.
The chairman to declare the election of the vice chairman

KW proposed SG, GP seconded. All Agreed
Resolved that SG be the vice chairman for the forthcoming year.
- 2539 **The Vice Chairman to read and sign the declaration of acceptance of office.**
Resolved that the vice chairman be allowed to sign the declaration of acceptance of office at a later date due to the clerk being absent.
- 2540 **To receive apologies** and reasons for absence in accordance with the Local Government Act 1972 (S 85 (3)).
Apologies from County Cllr Bowdler.
- 2541 **Disclosure of Interests**
In accordance with the Localism Act 2011 to receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.
There were none.
- 2542 **Minutes of previous meeting** to be agreed and signed as a true record
PC Proposed, KC seconded. All agreed.
Resolved The minutes of the meeting of the Full Council 21th April 2022 were agreed as a true record and signed by the chairman.
- 2543 **In accordance with Standing Order 5jix to receive, for adoption the updated Standing Orders and Financial Regulations (also 18b)**

Telephone 07725 843 505
Email Clerk@ninfieldpc.co.uk

Website <http://www.ninfieldpc.co.uk/community/ninfield-parish-council-15069/home>

SG proposed that they be adopted as proposed, JC seconded all agreed.

In accordance with Standing Order 5jix to receive, for adoption the updated Risk assessment.

SC proposed that they be adopted as proposed, PH seconded all agreed.

In accordance with Standing Order 5jv to agree the council's scheme of delegation.

JL proposed that they be adopted as proposed, JC seconded all agreed.

In accordance with Standing Order 5jv to confirm the arrangements for insurance in respect of all insurable risks.

KC proposed that they be confirmed, PC seconded all agreed.

2544 **In accordance with Standing Order 4e the following committees be constituted for the year 2022/23**

Finance Committee

SC Proposed, SG seconded all agreed.

Planning Committee

SG Proposed, PC seconded all agreed.

Recreation Ground Committee

SG Proposed, GP seconded all agreed.

Highways, Verges and Traffic Committee

GP Proposed, SG seconded all agreed.

Neighbourhood Plan Steering group (working party)

SC Proposed, SG seconded all agreed.

Representative for external groups

In accordance with Standing Order 5jxi to agree that the arrangement for reporting back be through parish councillor reports at full council meetings.

ESALC

WDALC

WDC South East Parish Cluster

WDC Parish Panel Meeting

KC proposed, SG seconded all agreed.

2545 **In accordance with Standing Order 5jvi to delegate to the relevant committee a review of their terms of reference.**

PC proposed and SG seconded all agreed.

2546 **In accordance with Standing Order 5jxxi to determine the time and place of meetings of the council including the next annual meeting of the council.**

Full Council meetings to be held at the Methodist Hall on the fourth Thursday of each alternate months.

2547 **Finance**

- a **In accordance with Standing order 18aiii to receive the report from the internal auditor**

Ninfield Parish Council Minutes

The Red House
Lower St
Ninfield
East Sussex
TN33 9ED

Telephone 07725 843 505
Email Clerk@ninfieldpc.co.uk

Website <http://www.ninfieldpc.co.uk/community/ninfield-parish-council-15069/home>

and agree any actions required.

The report was noted and Cllrs agreed to review any recommendations.

- b **To consider the approval of the annual governance statement**
KC proposal approval, seconded by SG all agreed.
- c **To consider the approval of the accounting statement for the year ended 31st March 2022 in the Annual Governance and Accountability return.**
SG proposal approval, seconded by JC all agreed.
- d **To receive the bank reconciliations to 30th April 2022**
The bank reconciliation was noted, the cashbook balance at Unity Bank being £174,978.23 at 30th April 2022.

To confirm the arranged direct debits and bank standing order payments.

Proposed PC, seconded KC all agreed.

To present for approval the payments for the month.

Proposed PC, seconded KC all agreed.

2548 **Date of next meeting.**
Finance Committee Meeting 23rd June 2022
Full Council Meeting 28th July 2022
No Meeting in August.

2549 **Communication**
Date of next meeting:
Finance Committee Meeting 23rd June 2022
Full Council Meeting 28th July 2022
No Meeting in August.

Correspondence – nothing to note.

KW declared the meeting closed at 18:43.