

Cropwell Bishop Parish Council

Minutes of Annual Parish Council Meeting – 7th May 2024

6.45pm – The Old School

(The meeting started at 6.56pm and finished at 7.07pm)

Present: Cllrs. W. Allison, C. Bryan, J. Lacey (Chairman), A. Wilson, P. Wregg & Cllr. J. Wroughton

In Attendance: Mrs J. Towndrow (Clerk) & Cllr. T. Birch R.B.C

Election of Chairman

1. Cllr. Wilson proposed Cllr. Lacey, seconded by Cllr. Wregg.
It was unanimously:
RESOLVED: “That Cllr. Lacey be duly elected as Chairman”.
Cllr. Lacey accepted the position and signed the Declaration of Acceptance of Office

Election of Vice - Chairman

2. Cllr. Wroughton proposed Cllr. Wilson, seconded by Cllr. Wregg.
It was unanimously:
RESOLVED: “That Cllr. Wilson be duly elected as Vice-Chairman”.
Cllr. Wilson accepted the position and signed the Declaration of Acceptance of Office.

Apologies Approved

3. Cllr. Beazley – holiday, Cllr. McEachran Work & Cllr. Clarke will be late at a prior meeting first.

Receipt of Declarations of Acceptance of Office & Register of Interest Forms

4. All members duly signed their Declaration of Acceptance Office forms witnessed and counter signed by the Clerk. Cllr. Beazley who was missing from the meeting had submitted his forms prior to the meeting and were counter signed by the Clerk. Cllr. McEachran will come to the office on the 8th May to sign his form. All Register of Interest forms were completed, the Clerk to forward them to the Borough Monitoring Officer.

Receipt of Code of Conduct & Receipt of Signed Conduct Forms for All Members

5. All members duly signed their Receipt of Code of Conduct Forms with the exception of Cllr. Beazley who had submitted his forms to the Clerk prior to the meeting & Cllr. McEachran who will sign his at the office on the 8th May.

Chairman Announcements

6. None Received.

Cheque Signatories

7. It was:
RESOLVED: “That Cllrs. J. Lacey, A. Wilson, C. Bryan and Cllr. Wroughton remain as current signatories.”

To Note Representation on Other Bodies & To Nominate Areas of Responsibility

8. It was:
RESOLVED: “That the following members take up the positions of.”
 - Cllrs. Beazley & Bryan – Parish Paths Warden (Cllr. Beazley re-elected in his absence)
 - Cllr. Wilson – Press Officer
 - Cllr. Wilson – Newsletter Co-Editor & Clerk
 - Cllrs. Lacey & Wilson – Health and Safety Officers
 - Cllrs. Bryan & McEachran – Snow and Flood Warden (Cllr. McEachran re-elected in his absence)
 - Cllrs. Wilson & Wroughton – Primary School Council Representatives

Minutes of Meeting

To Review Working Groups and Areas of Interest

9. Members indicated on the form provided, specific areas of interest in Council business and activities

To Fix Time & Dates of Meetings of the Council for the Ensuing Year

10. Members agreed to retain the current times and dates of the 1st Tuesday of every month starting at 7.00pm, no meeting shall be held in August, and the January & April meeting shall be held on the 2nd Tuesday of the month. The Annual Meeting of the Electorate to be held on 16th April 2025.

Asset Register

11. Members approved the listing equating to an estimated value of £780,044.50 (replacement value).

Policy Documents

12. It was noted that the following documents had recently been reviewed and were available on request:
- Standing Orders
 - Financial Regulations – it was noted that new model Financial Regulations are to be released by NALC and will be agreed at the next meeting.
 - Risk Management
 - Asset Register

Close of ACM at 7.07pm

Chairman's Signature:	Date:
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