

**FLAMBOROUGH PARISH COUNCIL
MINUTES OF ANNUAL COUNCIL MEETING OF 14 May 2018
7.00 PM, WI HALL, FLAMBOROUGH**

Present: Councillors B Maxwell (in the Chair), A Grainger, M Sexton, C Taylor, V Leppington, J Crossland, D Morton, J Canning, J Murphy, J McCully, P Toft, R Sellick
Apologies Cllr Couzens
Clerk, Gill Wilkinson recorded the minutes
One member of the public

1/18 Election of Chairman 2018/19 and signing of Declaration of Acceptance of Office:

Cllr Maxwell was proposed as Chairman for 2018/19 by and this was agreed by the Councillors.

RESOLVED Cllr Brian Maxwell be elected as Chairman for 2018/19 and signed the declaration of acceptance.

2/18 Election of Vice Chairman 2017/2018:

Cllr Maxwell proposed Cllr Morton as Vice-Chair.

This was agreed by the Councillors

RESOLVED Cllr Morton be elected as Vice-Chairman for 2018/19

3/18 To accept apologies for absence:

Apologies were received from Cllr Couzens. and ward Councillor Milnes.

4/18 Code of Conduct:

(a) **To record Declarations of Pecuniary/non-Pecuniary Interests by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared:**

(b) **To note dispensations given to any member of the Council in respect of agenda items below:**

There were no dispensations required.

5/18 To approve and adopt the Standing Orders for Flamborough Parish Council

Council were informed that the new Standing Orders included the 2015 Public Contracts regulations.

These were approved.

6/18 To approve and adopt the Financial Regulations for Flamborough Parish Council.

Council discussed these regulations. The Clerk informed Council that some Councillors had asked if the levels at which three tenders was required could be reduced. Cllr Crossland stated that he would like to see this and asked that this be included on the agenda for the meeting in June.

Council **RESOLVED** to accept the financial regulations except for the section on tenders which would be agreed in June.

7/18 Appointment of Representatives to Outside Bodies:

The following Councillors were appointed to outside bodies by the Council:

- Sports Club Trust -Cllr P Couzens
- Relief in Need - Cllrs J Crossland and Mrs M Sexton
- Village Hall - Cllr D Morton
- ERNLLCA NE District Committee -The Clerk/Cllr Maxwell
- The Governing Body of Flamborough School – Cllr J Murphy
- Parish Transport Champion for North East Zone – no representative
- Representative to Health Forum – Cllr J Canning

8/18 To review annual membership to organisations:

The council considered membership of the following organisations.

- ERNLLCA - £686.45
- Clerk's Membership of the Society of Local Council Clerks - £149 approx.

RESOLVED Council agreed to continue to subscribe to these organisations.

9/18 To consider the membership of the Personnel Committee:

RESOLVED: the Committee should consist of Councillors D Morton, V. Leppington and Mrs C Taylor.

10/18 Appointment of Bankers and appointment of Signatories:

RESOLVED The signatories would be Councillors D Morton and V Leppington.

11/18 Internal appointments

The following Councillors were appointed to internal posts by the Council:

- Signatory for Verification of Quarterly Bank Reconciliation/Statements - Cllr Sellick
- Allotments inspection –Cllr Taylor
- Playground inspection –Cllr P Toft
- Flags – Cllrs Maxwell and Grainger

12/18 Appointment of Internal Auditor:

RESOLVED The internal auditor for 2018/19 to be Mr R Dixon, Public Sector Audit, Kirk Ella

13/18 To review the Council asset register

The register was checked and agreed as correct.

14/18 To review the Council insurance policy and discuss/decide on alterations

Council considered the insurance policy and noted that it did not have insurance for Councillors for libel/slander or fidelity insurance.

RESOLVED Council agree to insurance policy schedule subject to the inclusion of insurance for Councillors for libel/slander and fidelity insurance.

15/18 To agree to changes to the Council's Risk Register and adopt amended version

Council considered the revised Risk Register and agreed to the changes.

RESOLVED that the new risk register be adopted by Council.

16/18 To agree to dates for Council meetings in 2018/19

Council agreed to the following dates for meetings in 2018/19.

4 June 2018 at 7.30pm	Ordinary Council meeting
2 July 2018 at 7.30pm	Ordinary Council meeting
August 2018	No scheduled meeting
3 Sept 2018 at 7.30pm	Ordinary Council meeting
1 October 2018 at 7.30pm	Ordinary Council meeting
5 November 2018 at 7.30pm	Ordinary Council meeting
3 Dec 2018 at 7.30pm	Ordinary Council meeting
7 January 2019 at 7.30pm	Ordinary Council meeting
4 February 2019 at 7.30pm	Ordinary Council meeting
4 March 2019 at 7.30pm	Ordinary Council meeting
1 April 2019 at 7.00pm	Annual Parish Meeting
1 April 2019 at 7.30pm	Ordinary Council meeting

13 May 2019 at 7.00pm	Annual Council meeting
13 May 2019 at 7.30pm	Ordinary Council meeting

The meeting ended at 7.45 pm

Signed as a true and correct record Date
Chairman