

Redbourne Parish Council Minutes

Parish Clerk – Deb Hotson, 79 Top Road, Worlaby, North Lincolnshire, DN20 0NG

Minutes of the Annual Meeting of the Parish Council held at 7.15pm on Tuesday 2nd May, 2017 at St Andrews Church, Redbourne.

Present: Cllr Carr, Cllr L Lurie (Chair), Cllr M Muggleton & Cllr Wainwright.

Also Present: 1 resident.
Deb Hotson – Clerk to the Council.



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1. **Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office**
It was resolved that Cllr Lurie is elected as Chairman. Cllr Lurie signed the Declaration of Acceptance of Office.
 2. **Election of Vice - Chairman**
It was resolved that Cllr Muggleton be elected as Vice Chairman.
 3. **Election of Committee Representatives**
 - Play Area Weekly Inspections - Cllr Devan was elected as representative.
 - Police NATS representative - Item deferred.
 - Flood Warden/Snow Warden - Cllr Carr was elected as representative.
 - Internal Auditor - Richard Dixon was elected as Internal Auditor.
 - Two voting delegates to attend the ERNLLCA District Committee - Cllrs Muggleton and Devan.
 - Personnel Committee - Cllrs Lurie, & Muggleton.
 4. **To review and approve Standing Orders and Financial Regulations**
It was resolved that the Standing Orders and Financial Regulations are approved.
 5. **To review and approve the Asset Register**
It was resolved that the Asset Register is approved with the amendments discussed.
 6. **To review and approve the Financial and H & S Risk Assessment**
It was resolved that the Risk Assessment is approved.
 7. **To review and approve the Complaints Procedure**
It was resolved that the Complaints Procedure is approved.
 8. **To review and approve the Freedom of Information Act 2000**
It was resolved that the procedure for handling FOI requests is reviewed and approved.
 9. **To review and approve the Data Protection Act 1998 policies.**
It was resolved that the procedure for Data Protection Policy is reviewed and approved.
 10. **To review and approve the Community Emergency Plan.**
It was resolved that the Community Emergency Plan is reviewed and approved.

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11. **To review and approve the Equal Opportunity Policy**
It was resolved that the procedure for Equal Opportunity Policy is reviewed and approved.
12. **To review and approve Co-option Policy**
It was resolved that the procedure for Co-option is reviewed and approved.
13. **To review and approve Personnel Committee Terms of Reference**
It was resolved that the Personnel Committee Terms of Reference is reviewed and approved.
14. **To review and approve Disciplinary & Grievance Procedure**
It was resolved that the procedure for Disciplinary & Grievance Procedure is reviewed and approved.
15. **To review and approve the Child Protection Policy**
It was resolved that the procedure for Child Protection is reviewed and approved.
16. **To review and approve the Vulnerable Adult Policy**
It was resolved that the procedure for Vulnerable Adults is reviewed and approved.
17. **To adopt the Annual Return Assertions pro forma Policy**
It was resolved that the pro forma policy was adopted and approved.
18. **To set out the dates of the ordinary Parish Council Meetings for 2016/17**
Meetings to be held on the 1st Tuesday bi-monthly beginning May 2017.
19. **To confirm all Councillors have reviewed their Register of Interests**
Those with any amendments to email the Clerk their new ROI.
20. **To resolve that this Council utilizes its powers under the Local Government Act 1972, section 101, to devolve to the Clerk the authority to make decisions on planning applications where:**
 - a. The application falls between meetings and it is not possible to obtain from the Planning Authority an extension of time to consider the matter; and
 - b. The Chairman is unavailable to convene an extra-ordinary meeting or particular circumstances are such that the convening of an extra-ordinary meeting is impractical.

In both circumstances, the Clerk shall have authority to respond on the Council's behalf, taking into account the Local Plan; the content of any planning policies; community plan or Neighbourhood Plan adopted by the council; and precedent. Moreover, where it is practicable, the Clerk is to contact ALL Councillors to confirm they are content with the response to the specific Planning Application requiring this action.

This authority will not apply to applications where there are known objections by neighbours; multiple housing development; and new land allocations.

Resolved – to utilize its power to devolve the Clerk the authority to make decisions on behalf of Redbourne Parish Council.

The meeting closed at 7.25pm