

**MEARS ASHBY PARISH COUNCIL**

Clerk: Mrs A Palmberg, 23 Old End, Piddington, Northants, NN7 2DF

Tel: 01604 870 596 clerk@mearsashbyparishcouncil.com

www.mearsashbyparishcouncil.com

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 9<sup>TH</sup> MAY 2016, IN THE VILLAGE HALL, VICARAGE LANE, MEARS ASHBY, AT 7:30PM**

**Present: Cllrs K Payne (Chairman), N Wookey, V Smith, C Stockdale, T Graham, D Payne and A Palmberg (Clerk).**

**1. Election of Chairman**

The re-election of Cllr K Payne as Chairman was proposed by Cllr Graham, seconded by Cllr Stockdale and approved by the meeting.

Members **RESOLVED:** to appoint Cllr K Payne as Chairman of Mears Ashby Parish Council.

**2. Election of Vice Chairman**

The re-election of Cllr Wookey as Vice Chairman was proposed by Cllr D Payne, seconded by Cllr Smith.

Members **RESOLVED:** to appoint Cllr Wookey as Vice Chairman of Mears Ashby Parish Council.

**3. Apologies**

Apologies were received from Cllr M O'Halloran and were duly noted and approved.

**4. Approval of the minutes of the previous meeting.**

Acceptance of the minutes of the meeting held on 18<sup>th</sup> May was proposed by Cllr Wookey, seconded by Cllr Smith and approved by the meeting.

**5. To adopt the Standing Orders**

Proposed by Cllr K Payne, seconded by Cllr Graham and the vote was unanimously in favor of the proposal.

**6. To adopt the Financial Regulations**

Proposed by Cllr D Payne, seconded by Cllr Stockdale and the vote was unanimously in favour of the proposal.

**7. To adopt the Complaints Procedure**

Proposed by Cllr Smith, seconded by Cllr Graham and the vote was unanimously in favour of the proposal.

**8. To adopt the Equal Opportunities Procedure**

Proposed by Cllr Stockdale, seconded by Cllr Wookey and the vote was unanimously in favour of the proposal.

**9. To adopt the Freedom of Information Act**

Proposed by Cllr K Payne, seconded by Cllr Smith and the vote was unanimously in favour of the proposal.

**10. To adopt the Governance Risk Assessment**

Proposed by Cllr Wookey, seconded by Cllr D Payne and the vote was unanimously in favour of the proposal.

- 11. **To adopt the Health and Safety procedure**  
Proposed by Cllr Smith, seconded by Cllr Graham and the vote was unanimously in favour of the proposal.
- 12. **To adopt the Internal Controls Procedure**  
Proposed by Cllr Stockdale, seconded by Cllr K Payne and the vote was unanimously in favour of the proposal.
- 13. **Appointment of Groups**  
**Footpath Warden:** Mr Aubrey Payne  
**Financial Risk Assessment:** Cllr V smith  
**Non-Financial Risk Assessment:** Cllr V Smith  
**Parish Clerk/Responsible Financial Officer:** Ms Anna Palmberg
- 14. **Appointment of Representatives**  
**Poors Close Charity:** Cllr K Payne  
**Sarah Kinloch Charity:** Cllr T Graham  
**Town Estates Charity:** Mr Tony Watts  
**Village Hall:** Cllr N Wookey

**Date of next Parish Council Meeting: Annual Parish Council Meeting - Monday 8th May 2017 in the Village Hall, Vicarage Lane, Mears Ashby.**

There being no further business, the meeting finished at 7:46pm.

.....Signature

Chairman

.....Date

LOCAL GOVERNMENT ACT 1972

*Please note, this is a public meeting and you may be filmed, recorded and published.  
Copies of all council papers are available at: [www.mearsashbyparishcouncil.com](http://www.mearsashbyparishcouncil.com)*

***Please note that these minutes are in draft format until formally approved and signed by the Chairman.***