

IPSDEN PARISH COUNCIL

MINUTES of the Annual Parish Council meeting Wednesday 15th May 2024 at 6.30pm, Ipsden Village Hall.

PC MEMBERS.

Cllr. Mr. J. Jeffery JJ - Vice-Chair

Cllr. Mr. D. Coldwell DC

Cllr. Mr N. Miller NM - Chair

Cllr Mr R Moberly RM

Cllr. Mrs Dilys Beaumont DB

Parish Clerk – Sinead Archer

Meeting started: 18:30

1. To elect Chairman

Cllr Nick Miller put himself forward for chair.

Resolved: Cllr NM was elected as the chair, proposed by Cllr RM and seconded by Cllr DC, unanimously approved.

2. To receive acceptance of office from the Chair

Resolved: Clerk received the signed declaration of office.

3. To receive apologies for absence.

None

4. To receive declarations of interest.

None.

5. Public Forum - Opportunity for members of the public to address the Council, with the permission of the Chairman.

No MOPs present.

6.To Approve Minutes – of Parish Council meeting 25th April 2024.

Resolved: Unanimously Approved.

7. Governance Ipsden PC Policies – review up to date policies and adopt

- Standing Orders
- Financial Regulations
- Risk Assessment

Resolved: Standing orders unanimously approved to adopt for the 24-25 year. Financial Regulations – unanimously adopted until new regulations are in working order.

Risk Assessment amendments unanimously approved:

1(k) - Insurance - Insurance excess - suggest £250 excess should be a line item in precept budget

2(a) - Precept - adequacy of precept - suggest that the impact should be 2 i.e. likelihood 1, impact 2

8 Bank and Banking - c. Payments. Cheque Electronic transfers - Electronics payments says 2 authorisations whereas currently 1 Councillor authorises payments uploaded by the Clerk.

16. Council Records - a. Paper - storage - confirmation that this is happening. Also responsibility should be Clerk and Chair.

Amend a to b - b. Electronic - backup - confirmation that this is happening.

17. Data Protection - c.

Information Commissioner's Office telephone number is now 0303 123 1113 amendment on the website needed.

7. Finance – To review the Year End account bank rec.

Resolved: accounts reviewed and unanimously approved.

13. Date of next meeting.

Wednesday 26th June at 6:30

Items to include:

Annual Governance & Accountability Return

Meeting closed 18:55.