



Minutes of the Annual General Meeting of the Parish Council

Minutes of the **Annual General Meeting** of Chacewater Parish Council held on Friday 27th May 2022 at 6:30pm at Chacewater Village Hall (Killifreth Room)

MINUTES

In attendance: Cllr A Crocker, Cllr P Bearham, Cllr J Carley, Cllr A Beckham, Cllr S Grady, Cllr S Foster, Cllr K Surgenor, Cllr C Austin

Cllr Bearham proposed Cllr A Crocker Chair

1. **Apologies for Absence**

Cllr P Chesworth, Cllr R Knill, Cllr S Gribble

2. **Election of Chairman**

Cllr P Chesworth was proposed

Proposed – Cllr P Bearham Seconded – Cllr S Grady Vote - Unanimous

3. **Election of Vice Chairman**

Cllr R Knill was proposed

Proposed – Cllr J Carley Seconded – Cllr S Grady Vote – Unanimous

4. **Co-option of New Councillor**

Chris Austin was Co-opted into the Council

5. **Minutes of the Annual Meeting of the Council held on TUESDAY 18TH MAY 2021**

It was **RESOLVED** that these be accepted as a true record and can be signed by the Chairman at the next meeting of the Council.

Proposed – Cllr J Carley Seconded – Cllr P Bearham Vote – Unanimous

6. **To elect the following representatives:**

5.1 Responsible Financial Officer – Mrs C Martin (Clerk)

5.2 Internal, Internal Auditor – Cllr's Bearham & Surgenor

5.3 ROW Officer – Cllr R Knill

5.4 Staffing Committee – Cllr's Bearham, Chesworth, Knill & Surgenor

5.5 Finance Committee - Cllr's Bearham, Chesworth, Knill, Surgenor & Carley

7. **To elect representatives to report on the following:**

6.1 Chacewater Village Hall Management Committee – Cllr A Crocker

6.2 Chacewater Bowling Club – Cllr P Bearham

6.2 Millennium Green Committee -

6.3 Chacewater School – Mrs c Martin (Clerk)

6.4 Chacewater Football Club – Cllr P Bearham

6.5 Mining Villages Regeneration Group – Cllr A Beckham

6.6 Truro & Roseland Community Network Panel – Cllr's Knill & Carley

6.7 Flood Working Group – Cllrs Carlyon & Foster

6.8 Projects – Cllr P Chesworth

6.9 Chacewater Community Garden – Cllr S Grady

8. To set Meeting dates for the year

The current arrangements are:- Full Council Meetings are held each month with the exception of August. They are held on the last Friday of each month with the exception of December & January which is on a mid-month Friday.

Planning meetings are to be held mid – monthly (if required) on a day of the week agreed by the Chairman. All meetings commence at 7pm unless otherwise agreed ahead of time. The Clerk will print a diary of meeting dates which will be issued to all Councillors.

Month	Date	Meeting
June	24 th Jun 2022	Full Council Meeting
July	29 th Jul 2022	Full Council Meeting
September	30 th Sep 2022	Full Council Meeting
October	28 th Oct 2022	Full Council Meeting
November	25 th Nov 2022	Full Council Meeting + Precept Setting
December	16 th Dec 2022	Full Council Meeting
January	13 th Jan 2023	Full Council Meeting
February	24 th Feb 2023	Full Council Meeting
March	31 Mar 2023	Full Council Meeting
April	28 th Apr 2023	Full Council Meeting + Annual Meeting
May	26 th May 2023	Full Council Meeting + AGM

9. To set length of meetings and duration of speaking time

As per our Standing Orders - It was resolved that no meeting be longer than 3 hours, and that Councillors may speak for no longer than 5 minutes on any one item.

10. To set procedures for public participation

As our Standing Orders - There is an agenda item for Public Question Time at the start of all meetings, and it was resolved that members of the public may speak in the first 15 minutes of the meeting, for no longer than 5 minutes. If a member of the public cannot be present, he/she must write to the Clerk.

11. To Adopt / Review Policies

Code of Conduct

The Council reviewed the Code of Conduct and **RESOLVED** to adopt

CCTV policy

The Council reviewed the new CCTV policy and **RESOLVED** to adopt with some minor amendments made.

Council to Adopt Reserves Policy

The Council reviewed the new reserves policy and **RESOLVED** to adopt

12. Review banking arrangements

Signatories as follows:

Cllr S Grady, Cllr J Carley, Cllr A Crocker, Cllr P Chesworth & Mrs C Martin (Clerk)

13. Wi Hall

Council **RESOLVED** to amend hire fees for the hall to £4 per hour.

14. Annual Risk Assessment

Council reviewed and **APPROVED** the Annual Risk Assessment.