

Bonby Parish Council

Minutes of the Annual Parish Council Meeting

Minutes of the Bonby Annual Parish Council meeting held at 6.45pm on Monday 21st May 2018 at the Village Hall, Bonby.

Present: Cllr Harriman (Chair), Cllr Green, Cllr Nik Smith, Cllr Norman Smith, Cllr Bishop, Cllr Peachey.

Also Present: 1 member of the public.

1. **To elect Chairperson**
Cllr Harriman was elected as Chairperson. Unanimous.
 2. **Apologies**
There were no apologies, all present.
 3. **To elect Vice-Chairperson**
Cllr Harriman proposed Cllr Bishop. Cllr Nik Smith seconded. Unanimous.
 4. **Annual Governance Statement 2017/18**
 - a. Members considered the Annual Governance Statement.
 - b. Members unanimously approved the Governance Statement.
 - c. The Governance Statement was signed and dated by the Chair and Clerk.
 5. **Annual Accounting Statement 2017/18**
 - a. Members considered the Accounting Statement and Summary of Accounts.
 - b. Members unanimously approved the Accounting Statement and Summary of Accounts.
 - c. The Chair signed and dated the Accounting Statement and Summary of Accounts.
 6. **To approve and sign the exemption certificate for Smaller Authorities**
The exemption certificate was unanimously approved and signed.
 7. **Election of Officers**

The following were unanimously agreed:

 - Cllr Harriman and Cllr Bishop will represent the Council at the Low Villages Forum.
 - Cllr Nik Smith will represent the Council on the Playing Fields Association.
 - Cllr Green will represent the Council at NATS.
 - Cllr Harriman will represent the Council at the Village Hall Committee.
 - Cllr Nik Smith, Cllr Bishop and Cllr Green will form the personnel committee.
 - Cllr Norman Smith will inspect the Gilman Trail.
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8. **Re-adoption of the Code of Conduct and reminder of review of the Register of Interests**

The Parish Council unanimously agreed the re-adoption of the above and agreed to review the Register of Interests.

9. **Policies and Procedures**

a) The Freedom of Information Policy was reviewed and approved.

b) The NALC model Standing Orders 2018 were approved.

c) The Risk Assessments were reviewed and approved.

d) The Financial Regulations was reviewed and approved

e) The Member/Officer protocol was reviewed and approved

f) The Equal Opportunities policy was approved

g) The Grievance policy was reviewed and approved.

h) The asset register was approved.

10. **Public Comment**

None.
