

LANDEWEDNACK PARISH COUNCIL

Minutes of the Landewednack Parish Council Annual Meeting held on Thursday 9th May 2019 at the Reading Room, The Lizard.

Present: Cllrs V Parker (Chair), M Pascoe, M Baxter, R Paxford, R Wheeler and B Kessell

In Attendance: Mrs D Shepherd (Clerk) and 1 member of the public

19/20 - 22 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office

It was **resolved** to elect Cllr Parker as Chairman and she signed the Declaration of Office (Proposed Cllr R Wheeler)

19/20 – 23 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office

It was **resolved** to elect Cllr R Wheeler as Vice Chairman and he signed the Declaration of Office (Proposed Cllr Parker)

19/20 – 24 To receive Declarations of Interest: To receive declarations of personal interest and disclosable pecuniary interest in respect of items of this agenda

There were no Declarations of Interest

19/20 – 25 Public Participation: To receive public comment on items on the agenda. A maximum of ten minutes is allowed for this item

There was no comment from the member of the public

19/20 – 26 To review the following Committees with delegated authority and their membership:

It was **resolved** to merge the Finance Committee with Asset Management (Proposed Cllr Parker)

It was **resolved** to retain the following Committees with membership as set out below (Proposed Cllr V Parker):

Planning: Cllrs R Wheeler, B Kessell and R Paxford

Finance and Asset Management: Cllrs V Parker, R Wheeler, B Kessell and R Paxford

Human Resources: Cllrs M Baxter, V Parker, and S Wheeler

Liaison: Cllrs M Pascoe, M Baxter, S Wheeler and V Parker

It was noted that Committees would meet as and when required

19/20 – 27 To confirm representatives on the following organisation:

It was **resolved** to confirm the following Cllrs as representatives on the following organisations (Cllr V Parker):

Community Network Panel: Cllr M Baxter

Reading Room: Cllr M Pascoe

Signed.....Date.....

- 19/20 – 28 To review the Council’s Standing Orders**
- It was noted that the Council’s Standing Orders had been revised in line with the NALC model document
- 19/20 – 29 To review the Council’s Financial Regulations**
- It was noted that the Council’s Financial Regulations were in line with the NALC model guidance
- 19/20 – 30 To review the Council’s Asset Register**
- The Asset Register was reviewed and agreed for the end of March 2019. It was further noted that revisions were required from April 1st which the Clerk would make and re-circulate to Cllrs
- 19/20 – 31 To review the Council’s arrangements for holding and accessing title deeds, leases, contracts and other legal documents**
- Cllr R Wheeler confirmed that the documents were now held, as resolved, by the Council’s solicitors, Cornwall Legal
- 19/20 – 32 To review the Council’s insurance policy**
- It was **resolved** to renew the policy for the extended period to ensure the discount offered and also to check the scope of and cover for legal costs (Proposed Cllr R Wheeler)
- The Clerk was asked to review the details to update the list of specific items insured
- 19/20 – 33 To reaffirm the General Power of Competence**
- It was **resolved** to reaffirm the General Power of Competence (Proposed Cllr Parker)
- 19/20 – 34 To agree the schedule of meetings of the Council and Committees in 2019/20**
- It was **resolved** that all Council and Committee meetings would be held on a Thursday evening and that the Clerk would issue the schedule of meetings for the 2019/20 to all Councillors (Proposed Cllr Parker)

Signed.....Date.....