

Cotesbach Parish Council

Minutes of Annual Parish Council Meeting held on Tuesday 15th May 2024 at 7.00 pm in the village hall

- 1. Election of Chairman to the Council**
The current chairman, Ed Hunt (EH), stood down from his position.
EH was proposed for Chairman by Rob Morris (RM), seconded by Annie Newton (AN) and agreed unanimously. **Resolved.** EH was duly elected.
The Acceptance of Office form was signed.
- 2. Election of Vice- Chairman to the Council**
The current vice-chairman, Gavin Bennett (GB), stood down from his position.
GB was proposed for Vice-Chairman by EH, seconded by AN and agreed unanimously. **Resolved.** GB was duly elected.
The Acceptance of Office form was signed.
- 3. Members Present**
Cllr Edmund Hunt, Chairman (EH), Cllr Gavin Bennett (GB) vice- chairman, Cllr Margaret Wild (MW), Cllr Rob Morris (RM), Cllr A Newton (AN), and Patricia Nunn (PN), Parish Clerk.
Resident present x 1
- 4. Apologies for Absence**
Apologies received from DCllr Jonathan Bateman (JB) and C Cllr Blake Pain. Apologies accepted.
- 5. Parish Council Annual Report by Chairman**
The Annual Report was sent to Councillors before the meeting by EH, detailing what has been achieved in the Parish during the past year and will be available on the website.
- 6. Asset register 2024/25**
The printer to be removed from the register. The 3 bird boxes and 2 dog bins to be added.
It was proposed by EH, seconded by GB, that the asset register, with these changes, be approved. Unanimously agreed. **Resolved.**
- 7. Review of Code of Conduct/ Financial Regulations/ Standing orders/Risk assessment and other Policies**
There have not been any changes over the previous year and was proposed by EH, seconded by MW, that all are accepted with the exception of the Financial Regulations. Agreed unanimously. **Resolved.** New Financial Regulations have been issued by NALC and the current PC Financial Regulations will be amended and reviewed at the next Parish Council meeting in September.
The Emergency Plan to be reviewed separately and presented to the next meeting for approval. **AN**
- 8. New Retention of Documents Policy**
The review of this document to be deferred to the next Parish Council meeting in September.
- 9. Review of Insurance Cover**
The PC have insurance cover on a 5 year plan until 2026, to achieve a discount. There is a slight increase in cost yoy to take account of index linking.
- 10. Election of Parish Council representative to the external groups below**
Magna Park Liaison Group – MW, with GB as deputy, proposed by EH, seconded RM. Unanimously Agreed.
Village Hall Committee – EH proposed by MW, seconded RM. Unanimously Agreed.

Quarry Liaison Group – CM, with GB/AN as deputies, proposed by EH, seconded MW.
Unanimously Agreed

Election of Other Parish Council representatives for specific Councillor Roles

8 Parishes Community Fund – EH to continue as trustee
Crime and Police Liaison - RM to continue
Highways - RM to continue
Planning - EH/GB/AN to continue
Pond /environment - GB to continue
Vehicle activated sign - A Adcock to continue
Emergency Plan bag /
defibrillator - MW to continue supported by AN for Emergency Plan
All representatives unanimously agreed.

11. Dates for Council meetings for the next year

These were agreed at the meeting and will be published on the website..
The date for the next Annual Parish Council meeting will be Tuesday 13th May 2025.

12. Any Other Business

There was no other business

The meeting was closed by EH at 1929 hours

To **resolve** that the minutes of the meeting of the Annual Parish Council Meeting held on the 15th May 2024, and circulated to all members, be signed as a correct record.

Signature:..... (Chairman)

Name:..... Ed Hunt.....

Date:.....13th May 2025.....