

# STOKE ST. GREGORY PARISH COUNCIL

10 Bay Hill, Ilminster, Somerset. TA19 0AT.

## Minutes of The Annual Parish Council Meeting held on Monday 9<sup>th</sup> May 2022

**Present:** Graham Glead (Chair), Heather Venn, Peter House, John Hembrow, Janice Pearce, Anne Merritt, Jason Morgan, Ian Upshall, David Fothergill (County Councillor)

**In attendance:** Kelly de Silva (Clerk), and 2 members of the public

**All Parish Councillors have been issued a declaration of acceptance of office and register of interests' forms that have been signed and returned to the Clerk.**

### 1. Election of Chairman

Heather Venn proposed (seconded by John Hembrow) that Janice Pearce be elected as Chairperson. There were no other nominations and JP was elected with 5 in favour and 1 abstaining.

GG thanked members of the PC for all of their hard work and assistance over the past 7 years during his time as a Parish Councillor and Chairman. GG states it has been an interesting and sometimes challenging term in office and wishes to express his gratitude to the PC for their support.

JP signs the declaration of acceptance of office as Chairperson and chairs the meeting.

JP informs she has given the role of Chair a huge amount of consideration and is prepared to give it her best effort over the next 12 months.

### 2. Election of Vice-Chairman

John Hembrow proposed Anne Merritt (seconded by Heather Venn). There were no other nominations and AM was elected with 3 in favour and 2 abstaining.

### 3. Apologies for absence: Ann Finn

**Declarations of Interest:** None received.

### 4. To approve minutes of the Annual Parish Council Meeting held on 4<sup>th</sup> May 2021

The minutes of the Annual Parish Council Meeting were agreed by all to be accurate and signed by the Chairman.

IU noted the policy review documents circulated did not have the dates amended from the last reviews. The Clerk informs the policy reviews and dates adopted are recorded on a monitoring document and agrees to amend the policies before uploading revised versions onto the website.

### 5. Adopt the Power of General Competence

Stoke St Gregory Parish Council hereby resolve that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the Clerk to adopt the Power of General Competence.

At the time of passing this resolution two thirds (6 of 9 Parish Councillors) of the Council are declared elected (not co-opted) with the Clerk holding a recognised professional qualification of The Certificate in Local Council Administration (CiLCA)

Stoke St Gregory Parish Council unanimously resolves from Monday 11<sup>th</sup> May 2022, until the next 'relevant' Annual Meeting of the Parish Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence (GPoC).

*The Chairperson signs the GPoC Policy.*

Signed by the Chair.....

Date.....

## **6. Election of the following officers:**

### **Village Hall representative**

It was agreed unanimously that John Hembrow would continue as the village hall representative. There were no other nominations and JH was elected.

### **Playing Field representatives**

It was agreed unanimously that Peter House would continue as the Playing Field representative with Graham Gleed and Glynn Banks continuing as PC representatives as delegated by PC members. There were no other nominations and PH, GG, and GB were elected.

### **Allotments Association representative**

It was agreed unanimously that Jason Morgan would be appointed as the allotment association representative. There were no other nominations and JM was elected.

### **Heart of the Village representative**

It was agreed unanimously that Peter House would be appointed as the PC representative for the HOTV. There were no other nominations and PH was elected.

### **Stoke Environment Group representative**

It was agreed unanimously that Ian Upshall would be appointed as the PC representative for the SEG. There were no other nominations and IU was elected.

### **Young Peoples Project representative**

It was agreed unanimously that Anne Merritt would be appointed as the PC representative for the Young Peoples Project. There were no other nominations and AM was elected.

## **7. Review of Policies:**

**Standing Orders** – Last reviewed June 2021 – It was agreed no amendments were required. Adopted.

**Code of Conduct** – Last reviewed November 2018 – The Clerk recommends with the LGR currently finalising a new model code of conduct this would be reviewed and adopted in June.

**Burial Ground Regulations** – Last reviewed February 2021 – It is agreed unanimously that no amendments were required. Adopted.

JH recommends contacting the PCC regarding the Burial Ground table of fees to confirm SSGPC Burial Authority and PCC are aligned.

**Financial Regulations** – Last reviewed June 2019 – the Clerk recommends the insertion of the following regulation;

*3.4 The Parish Clerk, with agreement of the Chairperson (or in their absence the Vice-Chair), may incur expenditure of a regular payment on behalf of the Parish Council so long as that payment is necessary to avoid disruption of a service provided either for or on behalf of the Parish Council and is included within the annual budget.*

*This payment should not exceed the amount specified within the annual budget. The Clerk shall report such action to the next meeting of the Parish Council.*

The Parish Council unanimously agree to insert the recommendation. It is agreed no further amendment is required. Adopted.

**There being no further business the meeting closed at 7.45pm with the Parish Council Meeting following immediately after.**

Signed by the Chair.....

Date.....