

Doveridge Parish Council Annual Meeting

Rachel Male, Clerk and RFO

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Minutes of the Annual Meeting of the Parish Council held at 7.00pm, Tuesday 5th May 2020 held by video conference

The imposition of no public meetings during the Covid 19 crisis means that the Parish Council cannot function as normal. However, there are statutory duties that have to be carried out. Therefore, the councillors will meet 'virtually' to make decisions on items on an agenda that would have been made in a public meeting until such a time as restrictions are lifted.

Present: Cllr. Bown, Cllr. Dews, Cllr. Bointon, Cllr. Banner, Cllr. Lyon, Cllr. Buck Cllr. Mason and Cllr. Allison (DDDC).

01.05.20 Election of Chair and Signing of the Declaration of Office Form

Cllr. Bointon proposed that Cllr. Bown be elected as Chair for the ensuing year. Seconded by Cllr. Banner and with the four remaining Councillors voting in favour Cllr. Bown was duly elected.

Due to the meeting taking place virtually the declaration of office form will be signed when normal meetings resume.

02.05.20 Apologies

There were no apologies received.

03.05.20 Election of Vice Chairman

Cllr. Bown proposed that Cllr. Bointon be elected as Vice Chair for the ensuing year. Seconded by Cllr. Buck and with the remaining four Councillors voting in favour Cllr. Bointon was duly elected.

Due to the meeting taking place virtually the declaration of office form will be signed when normal meetings resume.

04.05.20 Election of Members to serve on the Parish Council Committees

Project Preschool – currently Cllrs. Bown, Bointon and Banner

Burial Grounds – currently Cllrs. Lyon, Mason and Bown

These were proposed by Cllr. Banner and seconded by Cllr. Bown.

05.05.20 Election of Representatives on Outside Bodies

Village Hall – currently Cllr. Mason
Tennis Club – currently Cllr. Bointon
Doveridge Football Clubs – currently Cllr. Bointon
Allotment Association – currently Cllr. Bointon
Bowls Club – currently Cllr. Mason

These representatives were proposed by Cllr. Lyon and seconded by Cllr. Bown.

06.05.20 Approval of Dates for Future Meetings

It was RESOLVED that meetings will continue to be held on the first Tuesday of the month.

07.05.20 Review of Assets Held by the Parish Council

It was RESOLVED that this would be discussed at our July meeting.

08.05.20 Authorisation of Signatories

It was RESOLVED that Cllr. Bown, Cllr. Dew and the Clerk would continue as signatories to the account. RESOLVED: to add Cllr. Bointon to the authorised signatories, the Clerk will sort necessary forms once social distancing measures allow. RESOLVED: Internet Banking would continue with access to the Clerk and Cllr. Bown. The Clerk will remove old signatories. This was proposed by Cllr. Dews and seconded by Cllr. Banner.

09.05.20 Review of Standing Orders and Financial Regulations

A review of our Standing Orders and Financial Regulations will take place during our next meeting (straight after this concludes).

10.05.20 Appointment of Internal Auditor

It was resolved to appoint Brian Wood as our Internal Auditor.

There being no further business the meeting closed at 7.20pm.