



# Draycott-in-the-Moors PARISH COUNCIL

## Draycott-in-the-Moors Parish Council Annual Meeting Minutes Tuesday, 9<sup>th</sup> May 2022

### Attendees:

Chairman Cllr. Winfield	Vice Chairman Cllr. Holdcroft	Cllr. Hollingum
Cllr. Johnson	Cllr. McLaughlin	
District Cllr. Hulme		
Also present was 1 member of the public		

Minutes recorded by	Start Time	Location
Clerk Mrs D. Wheat	7.00pm	Draycott Church Hall

### 1) Welcome:

The Chairman welcomed everyone to the meeting.

### 2) Apologies:

Cllr. Deaville - work commitment  
Cllr. Plant – family commitment  
Cllr. Wilkinson – work commitment

### 3) Declaration of Interests: None to declare

### 4) Election of the Chairman:

Cllr. Gordon Winfield was nominated

**Proposed by Cllr. McLaughlin and Seconded by Cllr. Hollingum – Motion Carried**

Cllr. Winfield accepted the role of Chairman for the forthcoming year.

### 5) Election of the Vice Chairman:

Cllr. Holdcroft was nominated

**Proposed Cllr McLaughlin – Seconded Cllr Winfield – Motion Carried**

Cllr. Holdcroft accepted the post of Vice-Chairman for the forthcoming year.

### 6) Appointments of the Parish Representatives:

Cllr. Johnson and Cllr Hollingum both offered to fulfil these roles for the Council when required.

**Proposed Cllr McLaughlin – Seconded Cllr. Winfield – Motion Carried**

### 7) Formation of Working Groups and their duties:

**Cresswell & Draycott Blythe Park Development working group:** Cllr. Johnson with residents of Cresswell: Mr L Horleston, Mr B Horlseton and Mr L Emery.

**Proposed Cllr. Holdcroft – Seconded Cllr. McLaughlin – Motion Carried**

**Parish Plan Working Group:** Cllrs. Deaville, Hollingum and Plant and to invite members of the public who would like to be involved.

I declare that this is an accurate account of the meeting held by Draycott-in-the-Moors Parish Council.

Signed Chairman  
Councillor

Date

8<sup>th</sup> May 2023

- 8) **Standing Orders:** The Council approved the standing orders. *All in favour*
- 9) **Banking Arrangements:** Current signatories on the Parish Council NatWest Account are Cllr. Deaville, Cllr. McLaughlin, Cllr. Winfield and Cllr. Holdcroft. The Council approved to leave the bank mandate as it is. *All in favour*
- 10) **Risk Register:** The Council reviewed the Risk Assessment Document for the Council. The Council approved to continue to assess the Risks throughout the year as they arise as a working document.  
*Proposed – Cllr. Holdcroft – Secoded Cllr. Winfield – Motion Carried*
- 11) **Insurance:** The Council reviewed the Insurance Cover. The Clerk will check the flagpole is covered any new benches. The Council approved the renewal with BHIB for the forthcoming year ahead.  
*Proposed Cllr Hollingum – Secoded Cllr. Winfield – Motion Carried*
- 12) **Accounts for the year ending 31<sup>st</sup> March 2021.**  
The Annual Governance Accountability Return (AGAR) will be presented to the Council at the June Meeting following the internal Audit report by Mrs Corbishley.
- 13) **Financial Regulations:** The Council reviewed the policy and approved them for the forthcoming year.  
*Proposed Cllr. Holdcroft – Secoded Cllr. Winfield – Motion Carried*
- 14) **Review if the Councils Subscriptions:**
- a) **Staffordshire Parish Councils Association:** The Council approved to continue membership £298.60 per year – advice and training for Clerks and Councillors.
  - b) **Information Commissioners Office (ICO)** – The Parish Council joined the ICO for an annual membership of £35 per year paid by direct debit.  
*The Council were All in favour to continue both of these membership subscriptions.*
- 15) **Social Media:** The Council discussed Parish Council presence on social media. It was approved for the Clerk to attend a social media training course.  
*Proposed Cllr. Holdcroft – Secoded Cllr. Winfield – Motion Carried*
- 16) **Complaints Policy:** The standard template from NALC was approved  
*Proposed Cllr. Holdcroft – Secoded Cllr. Winfield – Motion Carried*
- 17) **The Minutes of the Draycott-in-the-Moors Annual meeting held on 4<sup>th</sup> May 2021** were Approved as a correct record and signed by the Chairman.  
*Proposed Cllr. McLaughlin – Secoded – Cllr. Holdcroft – Motion Carried*

Meeting ended at 7.35pm

I declare that this is an accurate account of the meeting held by Draycott-in-the-Moors Parish Council.

Signed Chairman  
Councillor

Date 8<sup>th</sup> May 2023