

CHALVINGTON WITH RIPE PARISH COUNCIL

Minutes of the Annual General Meeting held in the Hayton Baker Hall, Ripe on Thursday 3rd May 2018

PRESENT: Cllr Webb (Chairman) Cllr Dashfield
 Cllr Lawrence Cllr Ward
 Cllr White

ATTENDING: A Stevens (Clerk). There were no members of the public in attendance.

1. Apologies for Absence

Apologies for absence were received from Parish Councillors Dunbar Dempsey and English and were accepted by those present.

2. To elect a Chairman for the ensuing year

Cllr White proposed and Cllr Ward seconded Cllr Webb for the role of Chairman to Chalvington with Ripe Parish Council. All were in favour.

Cllr Webb confirmed he will accept the role of Chairman to Chalvington with Ripe Parish Council.

3. To elect a Vice-Chairman for the ensuing year

Cllr Ward proposed and Cllr Dashfield seconded Cllr Dunbar Dempsey for the role of Vice Chairman to Chalvington with Ripe Parish Council. All were in favour.

Cllr Webb will ask Cllr Dunbar Dempsey if she would like to continue with the role.

4. Minutes

The Minutes of the Full Council Meeting held on the 5th April 2018 were approved and signed as a true and accurate record by the Chairman.

5. To adopt the Standing Orders/Financial Regulations for the ensuing year

Chalvington with Ripe Parish Council resolved to adopt the 2018 Standing Orders for the ensuing year which had been circulated by the Clerk before the meeting.

Chalvington with Ripe Parish Council resolved to adopt the latest Financial Regulations for the ensuing year which had also been circulated by the Clerk before the meeting.

Paper copies of the Standing Orders and Financial Regulations were also handed out at the meeting.

6. To appoint Councillors as Representatives of the Parish Council on the following bodies;

Councillors resolved that the following Councillors serve on the outside bodies listed;

Police Liaison Meetings	Cllr Webb
Emergency Co-ordinator	Cllr Ward
Wealden District Association of Local Councils	Alison Stevens
Tree Warden	Cllr Ward
ESALC AGM	Cllr Dunbar Dempsey
Parish Planning Panel	Cllr White

The Parish Council deferred appointing a representative to the Hayton Baker Hall until next year because the hall currently has enough Trustees.

7. To consider payment of the following annual subscriptions;

Councillors resolved unanimously to pay the following subscriptions for 2018-2019;

Wealden District Associations of Local Councils
Society of Local Council Clerks
Sussex Association of Local Councils
Zurich Insurance
Information Commissioner

8. To agree the meeting dates for the year ahead

Councillors resolved unanimously that the dates will be;

<u>2018</u>	
June	4th
July	2nd
September	3rd
October	1st
November	5th
December	3rd
<u>2019</u>	
January	7th
February	4th
March	4th
April	1st
May	9th (Thursday)
June	3rd

9. To agree bank signatories

Councillors resolved that two councillors sign each cheque and that the signatories will remain – Councillors Webb, Ward and Dunbar Dempsey.

10. To adopt the accounts for the financial year to 31st March 2018

Councillors **resolved**;

- i: to approve the Annual Governance Statement to 31st March 2018.
- ii: to approve the Receipts and Payments Account, Bank Reconciliation, Asset Schedule, Annual Return, Risk Management Document and Internal Control Arrangements for 2017-2018.
- iii: that they are exempt from an External Audit for the year to 31st March 2018 because the Parish Council's receipts and payments for the year were both less than £25000.

11. To adopt the Code of Conduct for the ensuing year

Councillors resolved to accept the Code of Conduct and Register of Interests introduced by Wealden District Council under the Localism Act 2012.

12. General Power of Competence

Chalvington with Ripe Parish Council resolved that it meets the prescribed conditions for the General Power of Competence.

13. General Data Protection Regulations

Councillors resolved to adopt the Impact Assessment, Privacy Policies, Document Retention Policy and Data Processor Policy circulated by the Clerk before the meeting.

It is understood the Government is tabling a motion which exempts town and parish councils from employing an independent Data Protection Officer but it has yet to be agreed and they will still have to meet the other requirements. It will still be considered best practice to employ one though.

14. Litter

Councillors agreed that Councillor Webb meets representatives from neighbouring parishes and establishes a joint initiative to tackle the increasing amounts of litter on the A27 and A22. The group will look at all the options and will consider fitting signage at each entrance to the parish asking people not to drop litter here.

15. Highways – update

All Highways updates were discussed and included in the minutes of the Parish Assembly.

16. Planning Applications

The following planning application was considered;

WD/2018/0367/F - Land adjacent to Lower Claverham House, Poundfield Lane, Chalvington BN26 6TR - Farm building for cattle – Chalvington with Ripe Parish Council has no objections on any planning grounds to this application.

17. Questions from Members

Councillors said there are some bad potholes in the Parish. All potholes can be reported on the East Sussex County Council website.

Councillor White asked if Wealden can do anything to make the contractor's vehicles at the Old Coach House use the Church Lane route. The Clerk will chase Wealden for a response to her earlier email.

There being no further business, the meeting closed at 8.35pm.