

**PATRINGTON PARISH COUNCIL**

**Chair: Councillor Miss C Holmes**

**Clerk: Mrs Diane Chapman**

**Minutes of the Annual Council Meeting of Patrington Parish Council  
Held in Patrington Village Hall on 15<sup>th</sup> May 2023 at 7.30 pm**

**Present : Parish Councillors:** Miss C Holmes(Chair) , Mr J Edmunds, Mr M Heap, Mrs H Murphy, Mrs K Mckinley, Mr R Snaith, Mr C Tuplin and Mr A Tuniewicz

**Clerk:** D Chapman

**Guest:** None

**5) ELECTION OF CHAIR**

Cllr C Holmes was proposed, seconded and the Council unanimously agreed to elect her as chair for the forthcoming year. The Chair welcomed the members of the new council to the meeting.

**6) ELECTION OF VICE CHAIR**

Cllr J Edmunds was proposed, seconded and the Council unanimously agreed to elect him as vice chair for the forth coming year.

**7) APOLOGIES;** Mr T Bearpark, Mrs J Ralph and Mr D Snaith

**8) DECLARATIONS OF PERSONAL AND PREDJUDICIAL INTERESTS;** None

**9) ANNUAL APPOINTMENTS**

The Council unanimously approved the appointment of:-

- i. External Auditors – Littlejohn LP
- ii. Internal Auditor – Mr R Dixon

**10) ANNUAL MEMBERSHIP**

The Council unanimously approved the following:-

- i. Society of Local Council Clerks for the Clerk.

**11) COUNCIL COMMITTEE CHAIRMANS**

The Council reviewed the Chairman's on the Councils committees and unanimously agreed the following:-

- a. Cemetery and Churchyard – Cllr A Tuniewicz
- b. Personnel – Cllr D Snaith

**12) COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

To Council reviewed the representatives on various outside bodies and unanimously agreed the following:-

- a. Village Hall – Cllr D Snaith
- b. Playing field and Recreation Club – Cllr R Snaith.
- c. SHAPE – Cllr J Bearpark

Signed C Holmes Date 12/6/2023

### 13) REVIEW OF GOVERNANCE AND OTHER DOCUMENTS

The Council noted that no amendments were proposed for the following pending Council consideration of Internal report at monthly meeting. :-

- i. Standing Orders
- ii. Code of Conduct
- iii. Financial Regulations
- iv. Asset Register
- v. General Privacy Notice
- vi. Risk Assessment

### 14) MEETINGS

The calendar of meetings circulated with the agenda was unanimously agreed.

**The Chairman thanked everyone for attending and closed the meeting at 7.35 pm.**

Signed C Holmes (Chair)

Date 12/6/2023