

Date: 18.05.23

DALTON HOLME PARISH COUNCIL

Unconfirmed Minutes of the Annual Parish Council Meeting held on
Wednesday 17th May 2023

APCM01/23 - Apologies: – Parish Councillor Simon Fairbank

Dalton Holme Parish Councillors present were; Lord Hotham, Graham Bulmer, Mark Colley & Neil Donkin.

Visitors: There were no Parishioners were present at the meeting.

The Clerk, Mr Gareth Rees, was also present.

APCM02/23 Election of Chairperson for Dalton Holme Parish Council 2023/24

Parish Councillor Graham Bulmer proposed that Parish Councillor Lord Hotham be elected as Chairman of the Parish Council.

This was seconded by Parish Councillor Neil Donkin.

A vote was taken, and the resolution was carried unanimously.

Declaration of Acceptance witnessed by the Clerk, Mr Gareth Rees.

APCM03/23 Co-option of Parish Councillors for the municipal years 2023-2027

A discussion took place around prospective co-option candidates. Parish Councillor Mark Colley and Lord Hotham were going to speak to prospective candidates.

APCM 04/23 Declaration of Acceptance of Office (Witnessed).

All Parish Councillors signed the Declaration of Office which was witnessed and signed by the Clerk, Mr Gareth Rees.

Date: 18.05.23

APCM 05/23 Election of Vice Chairperson for Dalton Holme Parish Council 2023/24.

Parish Councillor Neil Donkin proposed that Parish Councillor Graham Bulmer be elected as Vice-Chairman of the Parish Council.

This was seconded by Parish Councillor Lord Hotham.

A vote was taken, and the resolution was carried unanimously.

APCM06/23. Register of Interest (RoI) update.

The Clerk reported all ROIs with sitting Parish Councillors were up to date and remain relevant.

APCM07/23 The Minutes of the Annual Parish Council Meeting held on Wednesday 18th May 2022

The minutes of the above meeting had been previously circulated to all Parish Councillors for review and subsequent approval. Parish Councillors present at the meeting agreed it was a true and correct record of the meeting and duly approved the minutes with no amendments.

Proposal: Parish Councillor Mark Colley proposed the minutes of the Annual Parish Council Meeting on the 18th of May 2022 be accepted, this was seconded by Parish Councillor Neil Donkin.

A vote was taken and the resolution was carried unanimously.

Resolved: Meeting minutes approved.

The Chairman then signed the minutes as a true and proper record on behalf of the Parish Council.

Date: 18.05.23

APCM08/23 Dalton Holme Parish Council Chairperson's Report 2022/23.

The Chairman, Parish Councillor Lord Hotham, had delivered the report in the APM held immediately prior to this meeting (APCM). The audience was the same, therefore the report was not repeated.

Dalton Holme Parish Council Highlights – Chairman's Report 2022/23

- **General** - All the Parish Council's business has been carried out effectively.
- **Finances** – The Parish Council's finances have been well managed and are in good shape. See Annual Governance & Accountability Return for full details (web site & notice boards). Discussion had taken place during the year re next year's precept, and it was decided to precept £1000.
- **Planning** – All planning applications have been dealt with in a sympathetic manner.
- **Defibrillator** – The defibrillator is monitored by Parish Councillor Mark Colley, the Chairman thanked PC Colley for his work.
- **Election 2023/Parish Councillors** - This year has been an election year for both Ward and Parishes. Dalton Holme Parish is an uncontested Parish with five nominations being approved. The new Parish Council members from May 9th, 2023, are Lord Hotham, Simon Fairbank, Mark Colley, Graham Bulmer, and Neil Donkin. Parish Councillors Mary Jane Clapham & Janette Nettelton did not stand for re-election. The Chairman thanked them all for their service to the community. The Parish Council will carry out some co-option's to fill the vacancies.
- **Thanks** – The Chairman thanked all Parish Councillors for their input and work, as all the work and time given is voluntary a word of thanks for all their endeavours and commitment is appropriate; the same applies to our hard working and efficient Parish Clerk and of course to residents who submitted views and contributed to the discussions on various issues.

Lord Hotham
Chair, Dalton Holme Parish Council.
12th May 2023

The above report was duly noted.

Date: 18.05.23

APCM09/23. Adoption of the 2022/23 Parish Council Accounts.

The Clerk gave a detailed review on the Parish Council Accounts, which included;

- Year-end review for 2022/23.
- Agreed budget for 2023/24.
- Approval of the Annual Governance & Accounting Return Form 2 Sections 1&2 for 2022/23.

Parish Councillor Lord Hotham proposed that the 2022/23 accounts and the 2023/24 budget be accepted.

Seconder: Parish Councillor Mark Colley.

A vote was taken and the resolution was carried unanimously.

Resolved: All accounts listed above were accepted and adopted by the Parish Council.

All financial information is available on the Parish Council web site.

APCM10/23. Discuss and review the following adopted procedures to ensure they remain fit for purpose.

- a) Standing Orders (SO).
- b) Code of Conduct (CoC).
- c) Financial Regulations (FR) & Financial Risk Assessment (FRA).

After some discussion, no amendments were deemed necessary, however the review procedure on the 5-year plan would remain in place.

APCM11/23. Parishioner Question Time.

There were no Parishioners present at the meeting.

Issued by;

Gareth Rees - Clerk to Dalton Holme Parish Council

18th May 2023

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