

Hirst Courtney & West Bank Parish Council

Minutes of the Annual Meeting of the Council.
Monday 13th May 2019 at 7.00pm
at The Sloop Inn.

Following the Parish Council Elections on the 2nd May 2019 the Proper Officer witnessed the signing of The Declaration of Acceptance of Office by each councillor before the meeting commenced.

Present:

Councillors: Cllr R. Wagstaff (chairman), Cllr I. Forbes (vice-chairman), Cllr D. Webster, Cllr C. Stephenson, Cllr G. Burbidge, Cllr J. Barratt, Cllr A. McGuigan

Proper Officer/Clerk: Mrs S. Rockliff

Members of the Public: none.

Councillor Wagstaff opened the meeting at 7.00pm.

1. Election of Chairman

Cllr Stephenson proposed that Cllr Wagstaff be elected as Chairman of the Council for 2019/20. Cllr Forbes seconded the motion. A vote was held.

Resolved that Cllr Wagstaff be the Chairman of Hirst Courtney & West Bank Parish Council for the year 2019/20.

2. Declaration of Acceptance of Office

Resolved that Cllr Wagstaff signed the Declaration of Acceptance of Office in the presence of the council and the proper officer

3. Apologies for Absence

There were no apologies for absence to be considered.

4. Declaration of Interest

There were no Declarations of Interest to be considered.

5. Election of Vice Chairman

Cllr McGuigan proposed that Cllr Forbes be elected as Vice- Chairman of the Council for 2019/20. Cllr Wagstaff seconded the motion. A vote was held.

Resolved that Cllr Forbes be the Vice-Chairman of Hirst Courtney & West Bank Parish Council for the year 2019/20.

6. Registration of Financial and Personal Interests

Councillors completed the Registration of Financial and Personal Interest form.

Resolved that the clerk submit the forms to Selby District Council.

7. Election Expenses and Declaration

Councillors completed the Election Expenses Declaration form.

Resolved that the clerk submit the forms to Selby District Council.

8. Policies and Procedures

8.1. Councillors reviewed the council's Standing Orders.

Resolved that the Standing Orders be adopted by the council

8.2. Councillors reviewed the council's Financial Regulations.

Resolved that the Financial Regulations be adopted by the council.

8.3. Councillors considered the council's General Privacy Notice

Resolved that the General Privacy Notice be adopted by the council.

- 8.4.** Councillors considered the council's Staff & Councillors Privacy Notice
Resolved that the Staff & Councillors Privacy Notice be adopted by the council.
- 8.5.** Councillors considered the council's Records Management Policy.
Resolved that the Record's Management Policy be adopted by the council.
- 9. Appointment of Representatives for YLCA Branch Meetings with Voting Rights**
Resolved that Cllr Wagstaff and Cllr Forbes be the Representatives for YLCA Branch Meetings with Voting Rights. The clerk to inform YLCA.
- 10. Date of Next Annual Meeting of the Council;**
May 2020.

Councillor Wagstaff closed the meeting at 7.15pm