

DRAFT MINUTES

ENSTONE PARISH COUNCIL

The Annual Meeting of the Council was held via zoom on
Thursday 13th May 2021 at 7.15 pm

<u>PRESENT</u>	Parish Councillors N. Knott, R. Parker, A. Lee, C. Glendinning, T. Gilbert, P. Johnson, P. Shaw and D. Robottom
<u>APOLOGIES</u>	Cllr. A. Lee
<u>IN ATTENDANCE</u>	Mrs Beth Sinclair, Parish Clerk, Mr. M. Baggaley, Ms. J. O'Shea and Ms. T. McMillan

Declarations of Interest: Cllr. Glendinning declared an interest in item 17, webmaster's honorarium

207. ELECTION OF CHAIR

Cllr. P. Shaw took the Chair to call for nominations for election of Chair. Before proceeding, Cllr. Shaw explained that Cllr. Knott had been Chair since May 2015 throughout which it has been a tumultuous time for Enstone. This meeting, therefore, gives the Council an opportunity to thank Cllr. Knott for all her hard work, leadership and continued dedication that she selflessly gives to Enstone.

- Cllr. Shaw proposed that Cllr. Knott continues as Chair and this was seconded by Cllr. Johnson. All members voted unanimously in favour of this and Cllr. Knott was duly elected as Chair for the 2021/2022 year.
- Cllr. Knott thanked Cllr. Shaw for his kind words and accepted the role as Chair.

208. CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

The clerk will email the Chair's declaration of acceptance of office form for completion.

209. ELECTION OF VICE-CHAIRS

The Chair then called for nominations for Vice-Chairs.

Cllr. Knott proposed that Cllrs. P. Johnson and P. Shaw continue with these positions. This was seconded by Cllr. Glendinning and all members were in favour. Cllrs. Johnson & Shaw were thanked for taking on this important role.

210. VICE-CHAIRS' DECLARATION OF ACCEPTANCE OF OFFICE

The clerk will circulate the declaration of acceptance of office forms to the Vice-Chairs for completion.

211. CO-OPTION OF PARISH COUNCILLOR

Three residents had expressed an interest in being Co-opted onto the Council. All three residents joined the meeting at 15 minute intervals and explained their reasons for wishing to become a Parish Councillor. All three residents would have been a great asset to the Council and it proved to be a very difficult decision to make. After a vote, it was declared that Ms. Toni McMillan be appointed as Parish Councillor. The clerk will contact all three residents via email and also Mr. Keith Butler, Monitoring Officer at WODC.

212. APPOINTMENT OF TWO MEMBERS TO CARRY OUT QUARTERLY CHECKS ON THE COUNCIL'S FINANCIAL RECORDS

It was proposed, seconded and agreed that Cllrs. A. Lee and T. Gilbert continue to carry out this role. During the Covid 19 pandemic, the checks had been carried out by all members of the Council via the monthly zoom meetings.

213. ENSTONE RELIEF IN NEED CHARITY

It was confirmed that the three current Trustees are:-

Mr. Richard Parker (on behalf of the Parish Council)

Mrs. Susanne Hamilton

Mrs. Lisa Thompson

214. PARISH TRANSPORT REPRESENTATIVE

It was agreed that a PC would attend meetings, if necessary. Noted.

215. TO CONFIRM BANK SIGNATURIES:-

Santander Account:- On-line banking commenced in March 2019. All members receive information monthly regarding invoices and receipts.

Barclays Account: It was resolved that Cllrs. N. Knott & C. Glendinning continue to sign the cheques for the Barclays Account.

216. TO APPOINT A COMMITTEE TO RECEIVE NOTIFICATIONS COVERING COMPLAINTS ABOUT MEMBERS

It was proposed, seconded and agreed that the committee composes of the Chair, two Vice-Chairs and the Clerk.

217. TO ALLOCATE MEMBERS REGARDING THE READING OF DRAFT MINUTES

It was agreed that Councillors Mrs. N. Knott, Mrs. C. Glendinning & P. Shaw continue to undertake this role.

218. REVIEW OF CLERK'S SALARY

This had been undertaken in February 2021.

219. TO REVIEW WEBMASTER'S HONORARIUM

It was agreed to increase the webmaster's honorarium by a further £250.00 per year to a total of £500.00 annually. The Parish Hall Management Committee shall discuss contributing towards this in due course. Mrs. Rachel Hunt was thanked for all her continued dedication and hard work in producing the excellent website and keeping this updated. It is important that all societies within the parish have access to the website and this will continue to be reviewed.

220. MEMBERS' ALLOWANCES/EXPENSES FOR THE PERIOD 1.4.2020 – 31.3.2021

- Cllr. Knott claimed £79.16 in stationery
- Cllr. Glendinning claimed £59.84 in stationery

221. REGISTER OF MEMBERS' INTERESTS

Cllr. Knott queried with Cllr. Gilbert, his need to declare an interest as Director at Enstone Hangar Ltd. Cllr. Gilbert then emailed the clerk to explain that he was Director of the following companies: TE566 Ltd, Enstone Ventures Ltd, Enstone Hangar Ltd and Enstone Flying Services Ltd. The clerk will inform the Monitoring Officer at WODC.

222. TO REVIEW STANDING ORDERS OF THE PARISH COUNCIL

The Standing Orders had been circulated prior to the meeting and agreed – the Standing Orders had been updated following the last Annual Council Meeting in 2019.

223. With no further business, the meeting closed at 8.20 pm and Cllr. Knott thanked everyone for attending.

Chair