

Mappleton Parish Council

Annual Meeting of the Parish Council

Thursday 16th May 2019

7:15 pm - 7.45pm

Minutes

1. **Completion of Acceptance of Office and Register of Interests**
Cllr Deacon, Cllr Duckmanton and Cllr Washer completed their Acceptance of Office forms and their Register of Pecuniary Interests.
2. **Election of Chair - 2019 - 2020**
Cllr Washer nominated Cllr Deacon for the role of Chair, this was seconded by Cllr Duckmanton. Cllr Deacon accepted and signed the acceptance of Office for the role of Chair.
3. **Election of Vice Chair - 2019 – 2020**
It was agreed not to elect a Vice Chair, Cllrs will take it in turns to chair the meeting in Cllr Deacon's absence.
4. **Chair's Report**
Cllr Deacon read out the Chair's Report - see attached report.
5. **Approval of the Minutes of Thursday 10th May 2018 Annual Meeting of the Parish Council**
Cllrs approved the Minutes of Thursday 10th May 2018 meeting, which were signed off by the Chair, Cllr Deacon.
6. **Approval/signing of the Certificate of Exemption - Annual Return 2018 - 2019**
The Chair, Cllr Deacon, and Clerk, Fiona Raistrick, signed off the Certificate of Exemption.
7. **Approval / signing of the Annual Return 2018 - 2019 - Section 1 - Annual Governance Statement**
The Clerk, Fiona Raistrick, and Chair, Cllr Deacon, signed off the Annual Governance Statement.
8. **Approval / signing of the Annual Return 2018 - 2019 - Section 2 - Accounting Statements**
The Clerk, Fiona Raistrick, and Chair, Cllr Deacon, signed off the Accounting Statements.
9. **Discussion & Approval of Statutory Documents**
Cllrs had no amends to make to the following documents and they were approved:
Standing Orders 2019 - 2020 / Financial Regulations 2019 – 2020 / Asset Register 2019 - 2020 / Risk Assessment 2019 - 2020
10. **Discussion – Parish Council Insurance cover 2019 – 2020**
The Parish Council is now entering the second year of the three year deal, originally taken out with Community Lincs Insurance Services (2017 - 2020). The insurance policy will now be administered by Zurich Insurance Plc. This will not change the terms of the three year deal. The cost of insurance for 2019 - 2020 is £158.29.
Action: Clerk to send off payment
11. **Meeting Dates for 2019 - 2020**
Cllrs agreed to the proposed meeting dates. The Parish Council will meet as usual on the second Thursday of every other month, with the exception of September when the meeting will take place on Thursday 5th September.

Meeting finished at 7.15pm

