

**Minutes of the Greenstead Green and Halstead Rural Parish Council AGM held on Wednesday 5<sup>th</sup> May 2021 at Greenstead Green Village Hall at 7.00pm** These are draft minutes and yet to be agreed by the Parish Council.

**Present.**

Cllr. Chris Butler

Cllr. Bill Dixey.

Cllr. Paul Foster. Chairman.

Cllr. Derek Hambling

Cllr. Ian Pleasance

Cllr. Derek Mason. Vice-Chairman.

Cllr. Pat Wickes.

Amanda Degnan – Clerk to the Parish Council.

County Cllr. Jo Beavis

District Cllr. Peter Schwier

Together with 6 members of the public

Cllr. Foster welcomed everyone to the meeting and explained why the meeting had been brought forward from 12<sup>th</sup> May. This was due to the Remote Meetings legislation coming to an end on the 7<sup>th</sup> May which meant that Local Government meetings could no longer be held virtually but back to face to face with current Covid restrictions in place. As it was unsure if the village hall would be open it was decided to bring the meeting forward so that it could be held virtually.

**42/21 Apologies for absence.** None.

**43/21 Election of Chairman.** To re-elect Cllr Paul Foster as Chairman. Proposed by Cllr Derek Hambling, seconded by Cllr. Derek Mason. All agreed. Cllr. Foster duly re-elected as Chairman.

**Chairman to sign the declaration of office.** This was signed electronically.

**44/21 Election of Vice Chairman.** To re-elect Cllr. Derek Mason as Vice Chairman. Proposed by Cllr. Derek Hambling. Seconded by Chairman, Cllr. Paul Foster. All agreed. Cllr. Mason duly re-elected as Vice Chairman

**45/21 To appoint representatives to the outside bodies as set out below:** With the addition of the EC2H cycle route, these appointments were duly approved en-bloc. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Mason. All agreed. Approved.

a). Essex Association of Local Councils.	Cllr's Foster and Mason
b). Braintree Association of Local Councils.	Cllr's Pleasance and Hambling
c). Village Hall Management Committee.	Cllr. Butler
d). Playing Field Management Committee.	Cllr's Mason and Hambling
e). Civil Defence Emergency Committee.	Cllr. Mason
f). Earls Colne Airfield Liaison Committee.	Derek Wickes and Cllr. Pleasance
g). Planning Committee.	Any 3 councillors
h). Footpaths Representative.	Cllr. Butler
i). Tree Warden.	Cllr. Dixey
j). Health Committee Representative.	Cllr. Foster
k). District Neighbourhood Watch.	Jean Hastings, Cllr's Dixey, and Foster
l). Community Transport Representative.	Cllr. Wickes
m). Internal Auditor.	Richard Edwards Group.
n). Responsible Financial Officer.	Amanda Degnan.
o) Greenwatch	Cllr. Hambling
p) EC2H (Cycle route)	Cllr. Hambling

46/21 To approve and re-adopt the following:

- (a) Standing Orders rev 2020
- (b) Financial Regulations.
- (c) Code of Conduct
- (d) Antibullying and Harassment policy
- (e) Community Engagement Policy
- (f) Complaints Procedure
- (g) Data Protection Policy
- (h) Disciplinary Policy
- (i) Equality and Diversity Policy
- (j) Grant Award Making Policy
- (k) Grievance Procedure
- (l) Training Policy
- (m) Whistleblowing Policy

It was agreed to approve these en-bloc. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Mason. All agreed. Approved.

**47/21 To confirm and approve the updated Asset Inventory is correct** This had been distributed before the meeting. It was noted that this was nothing to do with insurance and it was decided to change the heading from Replacement cost to Original cost. Proposal: To confirm and approve the updated Asset Inventory is correct. Proposed by Chairman, Cllr Foster, Seconded by Cllr. Mason. All agreed. Approved.

**48/21 To confirm that the Parish Council has appropriate insurance which includes public liability.** The Clerk confirmed that the Parish Council had appropriate insurance which included public liability with BHIB. Proposed by Chairman, Cllr. Foster, Seconded by Cllr. Dixey. All agreed. Confirmed.

The AGM closed at 19:20.

**Signed**.....

**Chairman – Greenstead Green and Halstead Rural Parish Council.**

**Date**.....