

Harby Parish Council Minutes

Annual Parish Council Meeting

Thursday 29 May 2014 at Harby Village Hall

Start: 19:30	Finish: 19:45	Reference: 064/14
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Councillors Present: Neville Holmes (NH), Caroline Nolan (CN), Stuart Parkin (SP), Diane Quibell (DQ) and Jayne Rose (JR).

Clerk: Lydia Smithson

Item	Title and Decision	Action Required
064/14/1	Election of the Chairman and sign acceptance of office It was resolved that RC is to be Chairman.	RC sign declaration – LS organise.
064/14/2	Election of Vice Chairman. It was resolved that CN is to be Vice-Chairman.	-
064/14/3	Apologies for Absence. RC.	-
064/14/4	Declarations of Interest. None.	-
064/14/5	Financial Items a. It was resolved to approve the end of year accounts. b. End of year reconciliation for 2013/14: Balance £10,315. Payments £42,813. Receipts £22,706. It was resolved to approve the reconciliation. c. It was resolved to approve the Audit Commission Annual Return including the Accounting Statements and the Annual Governance Statement. d. It was resolved that Sue Hogg would undertake the internal audit and payment would remain at £50. e. It was resolved that SP would be a new banking signatory replacing Cllr Chapman. f. It was resolved to pay All Saint's Church the 50% of the Medley's Will interest for the period 2012/13-2013/14 of £16.08.	- - LS post. LS. LS submit form. LS.
064/14/6	Policies and Procedures a. Following their review, it was resolved to approve the: 1. Asset Register and the Inventory of Land. 2. Complaints Procedure 3. Freedom of Information Requests Procedure 4. Risk Management Policy b. Standing Orders and Financial Regulations c. It was resolved to approve the arrangements for insurance cover in respect of all insured risks. d. Individual Councillors reviewed their Declarations of Interest.	Update all online. LS arrange tree inspection. Defer until July. LS. -
064/14/7	Closed Session: Review, conditions and performance of existing workers. Clerk's pay, conditions and performance was reviewed.	-