

**MINUTES OF THE CHESELBOURNE PARISH COUNCIL AGM HELD ON MONDAY 9<sup>TH</sup> MAY 2022,  
IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING AT CHESELBOURNE VILLAGE  
HALL**

**Present:** Cllrs R Maslin, C Byrom, G Waters, C Hampton, N Searle

**Chair:** Cllr A Taylor

**Clerk:** Mrs A Crocker

**Also present:** 3 members of the public

**1. Declaration of Interests**

22.01 No interests were declared at this stage.

**2. Apologies**

22.02 Apologies had been received from Dorset Cllr Jill Haynes and PCSO Alison Dennison.

**3. Election of Chairman**

22.03 Cllr Hampton proposed Cllr Andrew Taylor for the role. This was seconded by Cllr Maslin and agreed unanimously.

Cllr Hampton stepped down as Chair and Cllr Taylor took the seat.

**Resolved: Cllr Andrew Taylor is elected Chairman for the year 2022/23.**

**4. Election of Vice Chairman**

22.04 Cllr Hampton proposed Cllr Graham Waters for the role. This was seconded by Cllr Taylor and agreed unanimously.

**Resolved: Cllr Graham Waters is elected Vice Chair for the year 2022/23.**

**5. To confirm Councillor roles for the coming year**

- 22.05
- a) Highways – Cllr Nicky Searle
  - b) Planning, DAPTC Representative and Website Co-ordinator – Cllr Colin Hampton
  - c) Flood Warden – Cllr Graham Waters
  - d) Community Speed Watch – Cllr Nicky Searle
  - e) Environment – Cllr Carol Byrom

**Resolved: The above Officers are duly elected for the year 2022/23**

**6. To consider setting up a role for a Litter Warden**

22.06 Cllr Byrom reported that she had noticed an article in the DAPTC newsletter asking if any councils had a litter warden. She outlined a number of areas that the role could cover, including the organisation

of litter picks, liaising with other local litter wardens, manage ad hoc litter picking and manage litter picking equipment. It was stressed that the role would not be used as a point of contact to whom residents report litter issues but as someone to encourage residents to take a proactive stand.

**Resolved: Cllr Byrom and Cllr Searle were jointly appointed to the role of Litter Warden**

**7. To approve the minutes of the meeting held on the 7<sup>th</sup> March 2022**

22.07 A copy of the minutes had been issued to all members with the agenda. Cllr Hampton proposed the minutes were accepted. This was seconded by Cllr Waters and agreed unanimously.

**Resolved: The minutes of the meeting are confirmed and signed as an accurate record**

**8. Matters arising from the minutes – for report only**

22.08 There were no matters arising that are not covered by this agenda.

**9. Parish Councillors Reports**

22.09 No matters were raised.

**10. Finance – to receive the Annual Accounts for the Year 2021/22**

22.10 A copy had been issued to all members, together with the bank reconciliation and position against budget at the year end.

**Resolved: The accounts are accepted**

**11. To Approve the Annual Governance Statement and Certificate of Exemption**

22.11 A copy of the Annual Governance Statement had been issued to all members with the agenda.

**Resolved: The Annual Governance Statement is accepted, together with the Certificate of Exemption for the year ended 31<sup>st</sup> March 2022 and signed by the Chair and Clerk**

**12. To Approve the Annual Accounting Statement**

22.12 A copy of the Annual Accounting Statement had been issued to all members with the agenda.

**Resolved: The Annual Accounting Statement for the year ended 31<sup>st</sup> March 2022 is accepted**

**13. To review and confirm the Standing Orders and Financial Regulations**

22.13 A copy of the Standing Orders and Financial Regulations were issued to all members with the agenda. No amendments had been made to either during the year.

**Resolved: The Standing Orders and Financial Regulations are accepted**

**14. To review and confirm the Risk Assessment and Asset Register**

22.14 Copies of both reports had been issued to members with the agenda. There were no amendments made.

**Resolved: The Risk Assessment and Asset Register are accepted**

**15. To review and approve the renewal of the Parish Council's insurance policy**

22.15 This is due for payment on the 6<sup>th</sup> June. At this time, the renewal had not been received and the Clerk will chase.

**Resolved: The Clerk to follow up with the insurance company**

**16. To review and confirm the proposed meeting dates for 2022-23**

22.16 A list of the proposed meeting dates had been issued to all members with the agenda.

**Resolved: The meeting dates are accepted**

**17. To agree the 1.75% increase to the Clerk's salary in line with the National Pay Award**

22.16 This is to be backdated to the 1<sup>st</sup> April 2021.

**Resolved: The pay award is agreed and backdated to the 1<sup>st</sup> April 2022**

**18. To approve the payments for May 2022**

22.17 The following payments had been requested:

DAPTC	New councillor training	BACS001	98.00
C Hampton	Reimburse domain name renewal	BACS002	14.39
C Hampton	Reimburse cost of Jubilee plaques	BACS003	120.00
A Crocker	March/April wages	BACS004	241.00
HMRC	March/April PAYE	BACS005	60.20

**Resolved: Payments amounting to £533.59 are accepted**

**19. To agree the increase in cost of the DAPTC email address facility of £39 per annum**

22.18 It was noted that, at present, the Parish Council piggybacks off the DAPTC emails facility. This means that storage is very limited and emails must frequently be deleted to maintain sufficient space.

**Resolved: The Parish Council agrees to the additional £39 fee**

**20. To consider purchasing safety equipment at a cost of up to £92 for volunteer litter pickers**

22.19 Cllr Byrom proposed the purchase of hazard warning triangles, litter pickers and high viz jackets for eight people at a cost of approximately £92. Cllrs Byrom and Searle will keep a track of who takes out the equipment

**Resolved: Cllr Byrom purchase the necessary equipment at a cost of up to £92**

**21. Councillors to consider setting up bespoke Parish Council email addresses**

22.20 Cllr Taylor informed members that, following the recent training course, this had been a recommendation and would allow members to keep council work completely separate from personal emails. All address should contain the member's initial, surname followed by [cheselbournepc@gmail.com](mailto:cheselbournepc@gmail.com)

**Resolved: Members to set up bespoke email addresses**

**22. To receive a report on the play park survey**

22.21 This was fully covered at the Annual Parish Meeting.

**23. Date of next meeting**

22.22 The next meeting will be held on 4<sup>th</sup> July 2022, commencing 7pm.

There being no further business, the meeting closed at 8.56pm.

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