

North Cadbury & Yarlington Parish Council

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“Draft” Minutes of the Annual Parish Council Meeting
held as a consultative virtual meeting via Zoom software on
Wednesday 5th May 2021 at 7.30pm, following the Yarlington Annual Parish Meeting

Councillors Present (remotely):

Malcolm Hunt (Chairman)	Alan Bartlett (Vice Chairman)
Sue Gilbert	Karen Harris
Andy Keys-Toyer	Bryan Mead
Archie Montgomery	Alan Rickers
John Rundle	Katherine Vaughan

In Attendance (remotely): D.Cllr Hobhouse, the Clerk and three members of the public.

21/27. Election of the Chairman of the Council and receive his/her Declaration of Acceptance of Office (DAO).

The outgoing Chairman, Cllr M Hunt, called for nominations.

RESOLVED: One nomination was received for Cllr Hunt, who was elected unanimously and would duly sign his DAO as Chairman.

21/28. Election of the Vice Chairman of the Council and receive his/her Declaration of Acceptance of Office.

RESOLVED: The Chairman received one nomination for Cllr A Bartlett, who was elected unanimously.

21/29. Apologies for absence and to consider the reasons given.

Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.

RESOLVED: Apologies were received from Cllr R House, which were accepted. C.Cllr Lewis and D.Cllr Messenger also tendered their apologies.

21/30. Election of Officers, Statutory and Standing Committees (if any) and allocation of Parish Responsibilities to individual Councillors:

RESOLVED: The following councillors agreed as follows:

- a. Village Hall Committee representatives: Cllrs Mead, Rickers and Rundle.
- b. Parish Path Liaison Officer and PC Footpath Wardens: Mrs S Fone, PPLO and Cllrs Gilbert and Vaughan, PC Footpath Wardens.
- c. Internal Auditor: Mr Simon Pritchard, Somerset Association of Local Councils (SALC).
- d. North Cadbury Allotment Association Representative: Cllr Keys-Toyer.
- e. Precept / Finance Committee: The Clerk and Cllr Rundle.
- f. Standing Order Committee: No longer required since the PC adopted the National Association of Local Council (NALC) model document.
- g. Highways and Byways: Cllr Rundle.
- h. Personnel Committee: Cllrs Montgomery, Rickers and Vaughan.
- i. Environmental, Climate Change and Sustainability: Cllrs Harris and Montgomery.

- j. Neighbourhood Plan Working Group: The Chairman and Cllr Keys-Toyer.
- k. Bank Signatories: The Chairman and Cllrs Keys-Toyer, Rundle and Rickers.
- l. Media and Communication: The Clerk and Cllrs Gilbert and Rickers.

21/31. To Review The Parish Council Risk Assessment.

RESOLVED: Reviewed and approved. To incorporate the Risk Assessment for on site planning meetings.

21/32. To Review the Parish Council Assets Register.

RESOLVED: Reviewed and approved.

There being no further business, the meeting closed at 8.00pm and was followed by the ordinary PC meeting.

Signed: Dated: