

# SOUTH FERRIBY PARISH COUNCIL

Parish Clerk – Holly Hanson

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## Minutes of the Annual Meeting of South Ferriby Parish Council on Monday 9<sup>th</sup> May 2022, commencing at 7.15pm at the Village Hall, South Ferriby.

**Present:** Cllr Roy Holloway, Cllr Alan Fisher, Cllr Sara Haddon, Cllr Dave Mouncey, Cllr Noreen Cecil-Purvis, Cllr Dewi Bennett.

Clerk – Holly Hanson

No Ward Councillors attended

No members of the public attended.

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### **APCM22/23 – 0501**      **Election of Chairman**

- a) Cllr Haddon nominated Cllr Holloway for the position of Chairman, and this was seconded by Cllr Fisher. No other nominations were received, and Cllr Holloway was unanimously voted into office and the Declaration of Acceptance of Office signed and received by the Clerk.

### **APCM22/23 – 0502**      **Apologies**

- a) None

### **APCM22/23 – 0503**      **Declarations of Interest**

- a) No declarations of interest

### **APCM22/23 – 0504**      **Election of Vice-Chairman**

- a) Cllr Fisher nominated Cllr Haddon for the position as Vice-Chairman and this was seconded by Cllr Cecil-Purvis. No other nominations were received, and Cllr Haddon was unanimously voted into office.

### **APCM22/23 – 0505**      **Co-Option of New Councillor**

- a) Councillors considered the expressions of interest received the Councillor vacancy and the report from the Interview Working Party  
Resolved – Councillors unanimously voted by show of hands to co-opt Vicki Wells into the vacancy.

### **APCM22/23 – 0506**      **Election of Meeting Representatives**

- a) Following discussion, Councillors were elected to represent the Parish Council at the following outside meetings and events:  
i) Low Villages Forum Representative – All Councillors  
ii) Police/NAT Committee Representative – All Councillors

### **APCM22/23 – 0507**      **Election of Committee Representatives**

- a) To agree to formation/continuation of any committees or work parties and to further agree their Functions and Terms of Reference.  
i) Personnel Committee – Councillors deferred this item to the May Parish Council Meeting.  
(i) Councillors reviewed and approved the Personnel Committee Terms of Reference

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- ii) Permissive Path Working Party – Councillors considered and agreed its formation with Cllrs Mouncey, Holloway and Fisher appointed.

## **APCM22/23 – 0508                      Responsibilities for Asset Inspections**

- a) Councillors agreed the following Councillors will be responsible for inspecting the following assets:
  - i) MUGA, Play Area, Adult Gym Equipment and Container – Cllr Fisher
  - ii) Playing Field – Cllr Fisher
  - iii) Village Benches – Cllr Mouncey
  - iv) Bus Shelter – Cllr Mouncey
  - v) Telephone Box – Cllr Mouncey
  - vi) Noticeboards – Clerk
  - vii) Salt Bins – Cllr Mouncey
  - viii) Litter Bins – Cllrs Mouncey and Fisher
  - ix) Pinfold, Horse Pond and Flower Beds – Cllr Mouncey
  - x) Powell’s Mount - - Cllr Holloway

## **APCM22/23 – 0509                      To approve the Internal Auditor for 2022/23**

Councillors approved Brian Brooks as the Internal Auditor for the 2022/23 year.

## **APCM22/23 – 0510                      Re-adoption of Code of Conduct and reminder of review of Register of Interests**

The Parish Council unanimously agreed the re-adoption of the Code of Conduct and confirmed that they had reviewed and updated their Register of Interests.

## **APCM22/23 – 0511                      Policies and Procedures**

- a) The Standing Orders were reviewed, approved, and adopted.
- b) The Financial Regulations were reviewed, approved, and adopted.
- c) The Asset Register was reviewed and approved.
- d) The Child Protection Policy was reviewed and approved.
- e) The Member and Officer Protocol was reviewed and approved.
- f) The Health and Safety Policy was reviewed and approved.
- g) The Safeguarding Vulnerable Adults Policy was reviewed and approved.
- h) The Equal Opportunities Policy was reviewed and approved.
- i) The Complaints Procedure was reviewed and approved.
- j) The Disciplinary Procedure reviewed and approved.
- k) The Financial Reserves Policy was reviewed and approved.
- l) The Grievance Policy was reviewed and approved.

## **APCM22/23 – 0512                      To review and renew Parish Insurance**

- a) Councillors reviewed the current insurance provision in line with the Asset Register and resolved to pay the renewal premium

## **APCM22/23 – 0513                      Public Comment**

None.