

NEW HOLLAND ANNUAL MEETING of the PARISH COUNCIL

Clerk to the Council: Deb Hotson

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Minutes of the Annual Parish Council meeting held at 7.10pm on Wednesday 18th May, 2016 at New Holland Primary School, New Holland.

Present: Cllr Ascher, Cllr Booker, Cllr N Graves, Cllr H Graves, Cllr Haberghan, Cllr Rank & Cllr Woodhead.

Also present: 8 residents.
Deb Hotson – Clerk to the Council.

1. **Election of Chairman & to receive the Chairman's Declaration of Acceptance of Office**
It was resolved that Cllr N Graves is elected as Chairperson. The Declaration of Office was signed.
2. **Election of Vice – Chairman**
It was resolved that Cllr Woodhead is elected as Vice – Chairperson.
3. **Election of other Officers & Committee Representatives**
It was resolved that Cllr L Ascher, Cllr N Graves and Cllr Rank are the Safer Neighbourhoods Action Team Representatives.
It was resolved that Cllr L Ascher, Cllr N Graves and Cllr Rank are the Rail & Transport Representative.
It was resolved that Cllr H Graves is the Clay Pits Representatives.
It was resolved that Cllrs Ascher & Woodhead are the Recreation Committee Representative.
It was resolved that Cllr Rank & Cllr N Graves are elected as the 2 voting delegates to attend the ERNLLCA District Committee meetings.
It was resolved that Cllrs N Graves; H Graves & Woodhead are members of the Personnel Committee.
It was resolved that Cllrs Booker, Rank and N Graves are members of the New Holland Community Centre Committee.
4. **To review and approve Standing Orders and Financial Regulations**
It was resolved that the Standing Orders and Financial Regulations are approved.
5. **To review and adopt an Asset Register**
It was resolved that the Asset Register is approved and adopted.
6. **To review and approve the Code of Practice CCTV**
It was resolved that the Code of Practice CCTV is approved with the relevant update of contact details.
7. **To review and approve the H & S & Financial Risk Assessment policy**
It was resolved that the policies are approved with no amendments.
8. **To approve a Complaints Procedure**
It was resolved that the Complaints procedure is adopted with no amendments.
9. **To review and approve the procedure for handling requests made under the Freedom of Information Act 2000**
It was resolved that the FOI is approved with no amendments.
10. **To review and approve a policy for the Data Protection Act 1998**
It was resolved that the Data Protection Policy is approved with no amendments.

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11. **To review and approve an Equal Opportunity Policy.**
It was resolved that the Equal Opportunity Policy is approved with no amendments.
12. **To review and approve the Disciplinary and Grievance Hearing Procedure.**
It was resolved that the procedure is approved with no amendments.
13. **To review and approve the Terms and Conditions of the Personnel Committee and the New Holland Community Centre Committee.**
It was resolved that the TOR's are approved with no amendments.
14. **To review and approve the Child Protection Policy.**
It was resolved that the Child Protection Policy is approved with no amendments.
15. **To review and approve Co-option Policy.**
It was resolved that the Co-option Policy is approved.
16. **To review and approve the Safeguarding Vulnerable Adults Policy.**
It was resolved that the Safeguarding Vulnerable Adults Policy is approved with no amendments.
17. **To set the dates of the ordinary Parish Council Meetings for 2017/18.**
It was resolved to accept the dates of the meetings. These can be amended as and when necessary.
18. **To confirm Register of Interests have been reviewed by all members.**
Any amendments to the ROI's to be received by the next meeting.
19. **To adopt the Annual Return Assertions Pro forma Policy.**
It was resolved that the Annual Assertions Pro forma Policy is adopted.
20. **To resolve that this Council utilizes its powers under the Local Government Act 1972, section 101, to devolve to the Clerk the authority to make decisions on planning applications where:**

- a. The application falls between meetings and it is not possible to obtain from the Planning Authority an extension of time to consider the matter; and
- b. The Chairman is unavailable to convene an extra-ordinary meeting or particular circumstances are such that the convening of an extra-ordinary meeting is impractical.

In both circumstances, the Clerk shall have authority to respond on the Council's behalf, taking into account the Local Plan; the content of any planning policies; community plan or Neighbourhood Plan adopted by the council; and precedent. Moreover, where it is practicable, the Clerk is to contact ALL Councillors to confirm they are content with the response to the specific Planning Application requiring this action.

This authority will not apply to applications where there are known objections by neighbours; multiple housing development; and new land allocations.

Resolved – adopted and approved the delegated power.

The meeting closed at 7.20pm.