



CRESSING PARISH COUNCIL
Minutes of the Annual Parish Council meeting
held on 11th May 2022 at 8.10pm at
St Barnabas, Claud Ince Avenue, Cressing.

Present: Cllr John Lawton – Chairman
Cllr Colin Haines
Cllr Harvey Porrett
Cllr Alison Lapper

In attendance:
Mrs Christine Marshall (Parish Clerk/RFO and Proper Officer)
County Councillor Paul Thorogood
District Councillor James Abbott
Two members of the public

22/066 CHAIRMAN'S WELCOME AND REPORT

The Chairman welcomed all attendees and had nothing to add to his report given at the preceding Annual Parish Assembly.

22/067 APOLOGIES FOR ABSENCE

The Clerk advised that apologies had been received from Cllrs Rowe and Watts. Apologies were accepted: **proposed Cllr Porrett, seconded Cllr Haines.**

22/068 TO ELECT THE CHAIRMAN OF THE PARISH COUNCIL FOR 2022-23

Nominations were requested. Cllr Lawton was **proposed by Cllr Porrett, seconded by Cllr Haines, all in favour.** Cllr Lawton was duly elected as Chairman of the Parish Council for the current year 2022-23.

CHAIRMAN'S DECLARATION OF OFFICE

Cllr Lawton signed the Chairman's Declaration of Office and was witnessed by the Parish Clerk who signed as the Proper Officer of the Council.

22/069 TO ELECT A VICE-CHAIRMAN OF THE PARISH COUNCIL FOR 2022-23

Nominations were discussed, but it was agreed that it was not necessary to elect a Vice-Chairman for the Parish Council.

22/070 DECLARATIONS OF CONTINUED ACCEPTANCE OF OFFICE

Councillors present signed continuing Declarations of Acceptance of Office and Declarations to Observe the Code of Conduct and were witnessed and signed by the Parish Clerk as the Proper Officer of the Council. Cllrs not present will be required to sign these declarations at the next meeting.

22/071 REGISTER OF MEMBERS' INTERESTS

Councillors will review their Register of Members' Interests and will confirm their entries correct or provide an updated form to the Proper Officer.

22/072 CONSENT FORMS

All Members present signed the consent form to receive Council Summons,

Agenda and other documents by e-mail and to utilise the @cressing-pc.gov.uk email account solely for business relating to the Parish Council. Cllrs not present will be required to sign these declarations at the next meeting.

22/073 BANK MANDATE

It was AGREED to continue with the Bank Mandate as currently in existence of any two signatories for all outgoing payments or instructions.

22/074 ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2021/22

The RFO confirmed that completion of the year end accounts and Annual Governance and Accountability Return 2021-22 had been completed and were currently with the Internal Auditor. These are due to be returned before the next meeting and will be presented prior to and signed at the that meeting following completion of the internal audit:

22/075 SUB-COMMITTEES

It as agreed that at the current time no sub-committees were required and the annual appraisal of the Parish Clerk would be undertaken jointly by all Cllrs.

Proposed Cllr Lawton, seconded Cllr Lapper

22/077 FOOTPATHS' OFFICER

It was agreed that this role would remain within the job description of the Handyman;

22/078 TREE WARDEN

It was proposed that Dr David Morgan should be invited to continue in this role. The Parish Clerk will contact him.

22/079 EMERGENCY PLANNING OFFICER

It was agreed to defer discussion to the next meeting.

22/080 REPRESENTATIVES

It was agreed that representatives to outside bodies would be agreed as and when circumstances required. However, it was understood that Cressing Sports & Social Cub Constitution required that two representatives from the Parish Council should be available to attend meetings. When necessary, **it was agreed** that the Chairman and Parish clerk should fulfil this requirement.

22/081 DATES OF MEETINGS 2022/23

Dates for meetings for the remainder of the financial year were confirmed as:

2022		
JUNE	8	7.00pm
JULY	13	7.00pm
AUGUST	10	7.00pm
SEPTEMBER	14	7.00pm
OCTOBER	12	7.00pm
NOVEMBER	9	7.00pm
DECEMBER	14	7.00pm

2023		
JANUARY	11	7.00pm
FEBRUARY	8	7.00pm
MARCH	8	7.00pm
APRIL	12	7.00pm

22/083 NEXT ANNUAL MEETING

The next Annual meeting of the Parish Council will be held on Wednesday 10th May 2023 at 7.30pm (subject to Annual Parish Assembly being completed) at St Barnabas, Claud Ince Avenue, Cressing, CM77 8HG.

The Annual Parish Assembly will be held on Wednesday 11th May 2022 at 6.30pm at St Barnabas, Claud Ince Avenue, Cressing, CM77 8HG. The Clerk will seek reports from local groups for presentation at that meeting.

Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Tuesday 2nd May 2023.

22/084 CLOSE OF MEETING

There being no further business to be discussed, the Chairman declared the meeting closed at 8.20pm.