

SHUSTOKE PARISH COUNCIL

Monday 20th May 2024 at 7.30pm

ANNUAL MEETING OF THE COUNCIL

DRAFT MINUTES

Present: Councillors G. Dupree (in the Chair), G. Farr, K. Jones and N. Larkin
Councillor D. Wright (NWBC)
Clerk – Neil Millard
12 members of the public

1 Election of Chairman of the Council for the 2024/2025 Municipal Year

1.1 It was RESOLVED that Councillor G. Dupree be elected Chairman of the Council for the 2024/2025 Municipal Year

2 Declaration of Acceptance of Office by Chairman

2.1 The Chairman declared his acceptance of office as witnessed by the Clerk to the Council

3 Apologies

3.1 Apologies for non-attendance were received from Councillors O. Brown and R. Hill.

4 Appointment of Vice-Chairman of the Council for the 2024/2025 Municipal Year

4.1 It was RESOLVED that Councillor G. Farr be appointed Vice-Chairman of the Council for the 2024/2025 Municipal Year

5. Declarations of Interest

5.1 There were no declarations of interest relating to items on the agenda.

6 Minutes of Meetings of the Council

6.1 The minutes of the previous ordinary meeting of the Council had been circulated to all members.

6.2 It was RESOLVED that the Minutes of the ordinary meeting of the Council held 29th April 2024 be approved as a true and correct record and be signed by the Chairman.

7 Questions or Presentation from Members of the Public

7.1 Questions were raised by three members of the public regarding cutting of verges on Hollyland, the condition of the telephone box housing the defibrillator and various examples of hedges/bushes needing attention and a street lamp not operating.

7.2 an undertaking was made to either resolve or pursue these matters with the relevant authority.

7. Approval of Continuing Support of “Connecting Four” Magazine

- 7.1 The Clerk advised that he had received an invoice on behalf of the “Connectig Four” magazine in respect of subscription for the coming year in the sum of £260
- 7.2 It was RESOLVED that the Council continue its subscription to the “Connecting Four” magazine for 2024/2025

8. Review of Arrangements for Delegation (Committees and/or Clerk)

- 8.1 It was RESOLVED that no further action was required on this matter

9. Membership of the Warwickshire Association of Local Councils (WALC)

- 9.1 The Clerk reported that the annual subscription for membership of WALC for the 2024/25 year amounted to £188.00 plus VAT.
- 9.2 It was RESOLVED that the Council continue its membership of WALC and the annual subscription be paid.

10. Review of Standing Orders

- 10.1 It was RESOLVED that no further action was required on this matter

11. Review of Council’s Email Policy

- 11.1 The Clerk reminded members that for data protection reasons WALC recommended that councillors maintain a separate email address to conduct all council related business. He advised that he would forward details to all members of how to set up an email address using the Council’s account.

12. Confirmation of Insurance Cover

- 12.1 The Clerk advised that the renewal premium from Zurich Insurance was £445.23 and recommended that the council accept the quotation.
- 12.2 It was RESOLVED that the renewal premium from Zurich Insurance be accepted and the relevant invoice be paid.

13. Consideration of the Council’s Representation on External Bodies

- 13.1 It was RESOLVED that consideration of representation on the North Warwickshire Area Committee of WALC be deferred to the next meeting of the Council

14. Confirmation of 2025 Council Meeting Dates

- 14.1 The Clerk had circulated a list of proposed meeting dates for the first part of 2025 until the next Annual Meeting of the Council
- 14.2 It was RESOLVED that the following dates for meetings of the Council be agreed:-

27th January 2025 (ordinary meeting), 24th February 2025 (reserve date), 31st March 2025 (ordinary meeting), 28th April 2025 (Annual Parish Meeting), 19th May 2025 (Annual Meeting of the Council)

15. Security at Shustoke Recreation Ground

- 15.1 It was reported that the existing group of residents no longer wished to be responsible for securing the gates with effect from the upcoming end of half term.
- 15.2 Councillors Jones and Larkin reported that they had conducted a campaign for volunteers to secure the gate through social media and local WhatsApp groups. The campaign had so far attracted nine volunteers.
- 15.3 It was RESOLVED that the new group of volunteers assume responsibility for closing the gates at the commencement of the new half term on a two week rota.

16. Consideration of Purchase of Plants/Shrubs for use in Planters around the Village.

- 16.1 The Clerk advised that a sum of money had been set aside to provide flowers for planting in the various planters around the village. He confirmed that the sum of £90.00 had been utilised but could not recall the total budget. The Chairman advised that his recollection was that the initial budget amounted to £200
- 16.2 It was RESOLVED that the remaining sum of £110.00 be used to purchase plants/shubs/flowers to be planted in the planters around the villafe duing the forthcoming Community Clean-Up event. The items to be purchased by Councillor Larkin who will be duly re-imbursed by the Council

There being no further business, the meeting closed at 8.10pm.

I certify the above minutes, comprising four pages as a true and correct record of the meeting which took place.

Signed **Name**

Chair **Date**