BOLD PARISH COUNCIL

**Annual Meeting of the Bold Parish Council held on Wednesday, 13th May 2020**

**(Meeting held virtually due to pandemic lockdown)**

**Present:** Councillors D. Hawley, P. Gerrard, C. Hughes, C. Foy, S. Hull, and C. Smith

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*Whilst Councillor A. Makin was attempting to log on to the virtual meeting it was decided that Councillor D. Hawley should chair the meeting.*

**20/01 APOLOGIES FOR ABSENCE**

 Apologies for absence had been received from Councillors P. Fishwick, D. O’Keefe, D. Jackson, C. Gerrard, and A. West. Councillor A. Makin indicated his intention to log in to the meeting if at all possible (this was unsuccessful). The Clerk informed members that some Councillors were unable to log in to the virtual meeting for various reasons, including technology difficulties / availability. He explained the “six month absence rule” to members, whereby under normal circumstances, following six months absence from meetings a member would be disqualified from office. This could be averted for extenuating circumstances, by prior resolution

 **Resolved** that the above be noted and, due to extenuating circumstances associated with the pandemic lockdown, the six-month rule be suspended and resumed when physical meetings are resumed. Therefore the period from the date of the meeting cancelled on 18th April 2020 and the next physical meeting would not be counted towards a six month absence period.

**20/02 ELECTION OF CHAIR**

 It was proposed and seconded that Councillor A. Makin be elected Chairman for the ensuing year. There being no other nominations it was:

**Resolved** that Councillor A. Makin be elected Chairman for the year 2020/2021.

**20/03 ELECTION OF VICE CHAIR**

It was proposed and seconded that Councillor D. Hawley be elected Vice Chairman for the ensuing year. There being no other nominations it was

**Resolved** that Councillor D. Hawley be elected Vice Chairman for the year 2020/2021.

**20/04 MINUTES OF THE ANNUAL MEETING OF THE PARISH HELD ON 10th APRIL 2019**

Due to the cancellation of the Annual Meeting of the Parish, which was scheduled to take place on 18th April 2020 (as a result of the pandemic lockdown), the above minutes were presented as an extraordinary action for consideration.

 **Resolved** that the minutes of the meeting held on 10th April 2019 be approved as a true record and signed by the Chairman

**20/05 MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL 10th MAY 2019**

 **Resolved** that the minutes of the meeting held on 10th May 2019 be approved as a true record and signed by the Chairman

**20/06 REPRESENTATION ON OUTSIDE BODIES**

There being no formal representations on outside bodies it was

**Resolved** that the situation be reviewed during the ensuing year.

**20/07 PLANNING SUB COMMITTEE**

**Resolved** that all members of the parish council be consulted on planning issues in between parish council meetings, and any comments / issues to be reported back to the next available parish council meeting

**20/08 AUTHORISATION OF CHEQUES**

 **Resolved** that:

1. cheques be signed by the Clerk and any two of the following members:

 Councillors D. Hawley, S. Hull, C. Hughes, C. Foy subject to the prior approval of the payment by the Parish Council; and

1. cheques are fully made out before any signatures are endorsed thereon.

**20/09 STANDING ORDERS, FINANCIAL REGULATIONS, & REGISTER OF RISKS**

Members considered the above, which had been circulated by the Clerk prior to the meeting, with a view to approving any revisions for 2020/2021.

**Resolved** that following changes associated with the recent experience of the Covid 19 pandemic are made (these had been inserted into the circulated drafts):

1. Standing Orders

The following wording at Standing Order 1.1

*In the event of circumstances unforeseen at the time of the previous meeting preventing normal meeting arrangements, a decision may be made by the Chair and Deputy for re-arrangement or alternative means of meeting (where these circumstances are such that physical meetings are not possible e.g. due to social distancing requirements, such meetings may, where possible be virtual). The Chair and Deputy shall consult with all Council members prior to making such a decision.*

1. Financial Regulations

The following wording at Financial Regulation 10.2

A duly delegated committee of the Council for items over £200, up to £999. *(In the event of extenuating and emergency circumstances (e.g. pandemic), which prevents normal meetings taking place, spending decisions for items above £200 and up to £999 be delegated to the Clerk in conjunction with Chair and Deputy. All such decisions to be communicated to all members by email during the decision-making process).*

1. Register of Risks

Insertion of a new Objective at Risk:

*Continuation of Normal Parish Council Functions during Pandemic:*

*• Ensure arrangements for delegated decision making.*

*• Ensure full information flow via email*

*• Attempt to arrange virtual meetings via Information Technology*

**20/10 REGISTER OF MEMBERS INTERESTS**

Members There were no changes notified to the register of interests which is kept by the Clerk.

 **Resolved** that the above be noted

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Chairman Date