

## **Bishopton Parish Council**

### **Minutes of the AGM held on Thursday 11th May 2023 at 7:00pm**

#### **Present:**

**Parish Councillors:** N Melaney (Chairman), D. Latham, G. Preston

**Darlington Councillor:** Deborah Laing

**Members of the public:** Mrs L. MacMahon, Mrs J. Robins, Mrs S. Melaney

**Parish Clerk:** Les Foggett (Minutes)

**Apologies for Absence:** Parish Cllr. P. Watson

#### **Election of Officers for 2023/2024**

- Election of Chairman: Cllr Norman Melaney was proposed by Cllr Preston and seconded by Cllr Latham Cllr Melaney was elected as Chairman and signed acceptance of office papers.
- Election of Vice Chairman: Cllr Geoff Preston was proposed by Cllr Latham and seconded by Cllr Melaney, Cllr Preston was elected as Vice Chairman and signed acceptance of office papers.

#### **Allocation of responsibilities for councillors**

- Cllr Melaney will oversee funding and the Village Green;
- Cllr Latham will oversee the tubs on the Village Green and the Bus Stop;
- Cllr. Preston will look into Highways issues and liaison with DBC and the police;
- Any other responsibilities will be discussed at the next Parish Council meeting

#### **Review of standing orders and financial regulations**

- These were accepted with no changes. Councillors will need to read through the polices to determine what changes need to be made.

#### **Appointment of Representatives to Outside Bodies**

- There is a vacancy for a representative on the Darlington Association of Local Councils - however the Clerk to the Parish Council does attend these meetings.

#### **Review of inventory of assets**

- The clerk handed out the review of assets in the form of the Asset register and this was accepted as a true reflection of the current assets which stand at £52,704.00

#### **Confirmation of arrangements for insurance cover in respect of all insured risks**

- The clerk introduced the current insurance policy and it was noted that the phase 3 equipment in the playground was not on the insurance schedule. The clerk will contact the insurance company and request changes.

#### **Review of the council's subscriptions to other bodies**

- The council agreed to continue the subscription to CALC and through them membership of NALC;
- The subscription to The Parish news will continue and our registration with the ICO for GDPR.

### **Review of the council's policies and procedures**

- Review of the council's complaints procedure Will be carried forward to the June meeting
- Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the General Data Protection Regulations 2018 Will be carried forward to the June meeting
- Review of the council's policy for dealing with the press/media will be carried forward to the June meeting

### **Dates and location of ordinary meetings for 2023/2024 and next AGM**

- It was suggested meetings continue on the 2<sup>nd</sup> Wednesday of the month where convenient with Parish Councillors and Clerk - this will be reviewed and we will liaise with the bookings of the Village Hall Association.
- It was agreed that Meetings in future will begin at 7:00 pm

**Les Foggett  
Parish Clerk**

May 2023