



Hordle Parish Council

Serving the communities of Tiptoe, Hordle and Everton

Minutes of the Annual Parish Council Meeting on Tuesday 16th May 2023 at the Pavilion, Vaggs Lane, Hordle.

Councillor Name		Councillor Name	
Maggie Hill (Chair)	P	Nigel Ferguson (Vice Chair)	P
Sue Knight	P	David Horne	P
Floss Morgan	P	Colleen Sambrook	P
Carol Rook	P	Sheila Nash	
Valerie James	P		

P = Present.

In attendance: Sarah Pitt (Clerk and RFO), Chris Halling (Deputy Clerk) District Cllrs Ward, Reid and Hawkins, one Member of the Public.

- 1. To elect the Chair of the Council and receive a declaration of office from the Chair.**
Cllr Hill was nominated and voted unanimously as Chair of the Council.
- 2. Apologies for absence.** Cllr Nash, County Cllr Carpenter.
- 3. Declarations of interest in items on the agenda.** None.
- 4. To elect the Vice-Chair of the Council and receive a declaration of office from the Vice-Chair.**
Cllr Ferguson was nominated and voted unanimously as Vice-Chair of the Council.
- 5. Review of delegation arrangements to committees, sub committees, staff and other local Authorities – to approve the Scheme of Delegation Policy & Terms of Reference for Committees & Working Parties.**
Resolved unanimously.
Cllr Rook was nominated and voted unanimously as Chair of the HR Committee, Cllr Nash was nominated and voted unanimously as Vice Chair of the HR Committee.
Cllr Ferguson was nominated and voted unanimously as Chair of the Finance, Audit & Compliance Committee, Cllr Knight was nominated and voted unanimously as Vice Chair of the Finance, Audit & Compliance Committee.
- 6. Review of representation on or work with external bodies and arrangements for reporting back.**
Reviewed and resolved unanimously.
- 7. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
Reviewed and resolved unanimously.
- 8. Review of council/staff subscription to other bodies.**
The Parish Council's subscriptions to NALC, HALC, NFALC and the SLCC were reviewed and resolved unanimously.

9. To review and adopt the Standing Orders and Financial Regulations.

Reviewed and resolved unanimously.

10. To review and adopt the Risk Assessment and Management policy.

Reviewed and resolved unanimously.

11. Review of inventory of land and other assets including buildings and office equipment –

It was noted this had been reviewed and approved at the meeting on 18th October 2022 (Minute ref: 11.c).

12. Confirmation of arrangements for insurance cover in respect of all insurable risks.

It was noted *this had been reviewed and approved at the meeting on 27th September 2022 (Minute ref: 15).*

13. Review of the Council’s complaints procedure; its policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation.

It was noted that these *policies had been reviewed and approved at the Council meeting on 19th July 2022 (Minute refs 12, 13, 14 & 15).*

To note the policy for dealing with the press/media.

It was noted that *was reviewed and approved at the meeting of 19th October 2022 (Minute ref: 11.d).*

14. Review of the Council’s employment policies and procedures.

The following policies have been approved:

a. Health & safety, home & lone working – 18th October 2022 (Minute Ref: 11.a).

b. Dignity at Work & Civility & respect pledge – 18th February 2023 (Minute Refs: 9.1 and 10).

15. Review of the Council’s the General Power of Competence.

It was noted that the Council was eligible to re-adopt the General Power of Competence for the term of this Council (Localism Act 2011 s1 (1)) and the re-adoption was resolved unanimously.

16. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

It was noted that this was reviewed and agreed at the meeting *this was agreed at the meeting of 17th January 2023 (Minute ref: 10).*

The meeting closed at 6.59 pm.

Signed..... Dated.....