



# Hordle Parish Council

*Serving the communities of Tiptoe, Hordle and Everton*

**Minutes of the Annual Parish Council Meeting on Tuesday 17<sup>th</sup> May 2022 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	Ivor Spreadbury	P
Valerie James		Pat Rendell	

P = Present.

*In attendance: Sarah Pitt (Clerk and RFO), County and District Cllr Carpenter, District Cllrs Reid and Hawkins.*

- 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 Rendell.
- 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 Working Parties.**  
Resolved unanimously.
- 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.**  
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 the terms of reference for committees.**

It was noted that this was reviewed and agreed at the meeting of 21<sup>st</sup> December 2021 (Minute ref: 8.1 and 8.2.)

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

It was noted that this had been reviewed and approved at the meeting on 19th October 2021 (Minute ref: 11.d.)

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

It was noted that this had been reviewed and approved at the meeting on 19th October 2021 (Minute ref: 10.)

**14. 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 20th July 2021 (Minute ref 8, 9, 10 & 11).

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

It was noted that this was reviewed and approved at the meeting of 9th October 2021 (Minute ref: 11e.)

**16. Review of the Council’s employment policies and procedures.**

To be delegated to the Human Resources Committee.

**17. Review of the Council’s the General Power of Competence.**

It was noted that this continues in place until the first meeting after the next election – May 2023.

**18. 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 of 21st December 2021 (Minute ref: 8.1 and 8.2.)

**The meeting closed at 7.00 pm.**

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