

MINUTES OF GOSFIELD PARISH COUNCIL ANNUAL MEETING
HELD ON

MONDAY 18th MAY 2020

(Due to the Coronavirus and Government advice
this virtual meeting was held by Microsoft Teams)

Item 20/093 on the agenda - The Press and Public were invited to e-mail, contact/send comments to the
Parish Clerk)

Present:

Cllr Bob Waters (Chairman)
Cllr Tricia Edwards (Vice-Chairman)
Cllr Jo Beavis
Cllr Mark Bloomfield
Cllr Joanne Colyer
Cllr Sam Cowie
Cllr Sara Moutard
Cllr Maggie Pawsey
Mrs Diane Jacob (Parish Clerk)
Cllr Peter Schwier
No members of the public.

Government Regulation 6 (c) removes the requirement for a Parish Council to hold an annual meeting in May 2020

Government regulation 4 (2) carries the current appointment of Chairman on until the Annual Meeting in May 2021

20/077 To elect a Chairman.

Carries the current appointment of Chairman onto the Annual Meeting in May 2021.

20/078 To elect a Vice-Chairman.

Carries the current appointment of Vice-Chairman onto the Annual Meeting in May 2021.

20/079 Check Members Register of Interests.

Members have reviewed their declarations of interests and updated (sent direct to BDC) where necessary.

20/080 Declaration of Acceptance of Office.

Confirmed all members have signed.

20/081 Consent form to receive the Council Summons and agenda electronically.

Confirmed members have signed.

20/082 Bank Signatories.

It was confirmed three signatories for the Parish Council Bank accounts, Cllr Waters, Cllr Edwards and Cllr Moutard.

20/083 To review membership and agree renewal of the following bodies: -

EALC (Essex Association of Local Councils)

NALC (National Association of Local Councils)

Proposed by Cllr Bloomfield, seconded by Cllr Edwards, all in favour, resolution passed.

(BALC) Braintree Association of Local Councils, Cllr Waters elected representative to attend meetings.

Coffee Rooms Trust, Cllr Waters elected as a representative to attend meetings.

The Rowson Perpetual Memorial Fund – To confirm Three trustees from the Parish Council, nominated representatives for four years, to attend meetings. (Currently Cllr Pawsey, Cllr Hough and Cllr Colyer).

Proposed by Cllr Waters, seconded by Cllr Bloomfield, all in favour, resolution passed.

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Signed.....

Chairman of the Parish Council

Date: 15th June 2020

20/084 To re-adopt Council Documents/Policies

- Item A.** Accessibility Policy
- Item B.** Complaints Procedure
- Item C.** Code of Conduct
- Item D.** Co-Option Procedure
- Item E.** Disciplinary Procedure
- Item F.** Financial Regulations
- Item G.** Grievance Policy
- Item H.** Investment Policy
- Item I.** Privacy Statement
- Item J.** Public Participation Policy
- Item K.** Standing Orders
- Item L.** Tree Management Policy

Council documents and policies above were readopted, proposed by Cllr Waters, seconded by Cllr Bloomfield, all in favour, resolution passed.

20/085 Asset Register 2020.

To confirm and sign the asset register for 2020.
To be deferred until the next meeting, to be on the June agenda.

20/086 To confirm Insurance Cover 2020.

It was confirmed insurance cover is in place for 2020/2021.
Proposed by Cllr Edwards, seconded by Cllr Waters, all in favour, resolution passed.

20/087 Personnel Committee.

Elected a Personnel Committee (Cllr Bloomfield, Cllr Edwards and Cllr Waters) and Personnel Chairman to be Cllr Waters.
Proposed by Cllr Waters, seconded by Cllr Bloomfield, all in favour, resolution passed.

20/088 Working Groups.

To confirm the following working Groups, and elect representatives.

- Nature Reserve - (currently Cllr Hough, Cllr Moutard)
- Playing Field - (currently Cllr Hough, Cllr Pawsey)
- Allotment Officer - (currently Cllr Waters)
- Footpaths - (currently Cllr Beavis and Cllr Hough)
- Finance - (currently Cllr Waters, Cllr Edwards, Cllr Bloomfield, Cllr Moutard, Cllr Cowie)
- Appeals - (currently Cllr Cowie, Cllr Colyer)
- Children's Play Area - (currently Cllr Hough, Cllr Pawsey, Cllr Colyer)
- Planning - (currently Cllr Moutard, Cllr Waters, Cllr Beavis, Cllr Pawsey)
- Grapevine Editor - (currently Alan Summerland)
- Tree Warden - (currently Cllr Hough)
- Village Hall – (currently Cllr Moutard)

The above was confirmed with the addition of Cllr Bloomfield elected onto the Playing Field Management Committee.

20/089 Responsible Financial Officer

It was confirmed that Richard Edwards to act as The Responsible Financial Officer to the Council.
Proposed by Cllr Waters, seconded by Cllr Bloomfield, all in favour, resolution passed.

20/090 Annual Meeting Closed

Meeting closed at 7.30pm