Tisbury Parish Council

Minutes of Annual Parish Council Meeting
Held at 7pm on Tuesday 3rd May 2022

The Reading Room, High Street, TISBURY, SP3 6LD
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Questions or Statements – none.

MINUTES (responsibility*)

1. **ELECTION OF CHAIRMAN** – Simon Davison was elected unanimously by those present; **FC/JM**

   Councillor Davison then signed the Declaration of Office as Chairman *Clerk

2. **Those present:**
   Parish Councillors S. Davison (Chairman), R.A. Beattie, R. Buck, F. Corp, E. Coyle-Camp, N. Errington (also as a Wiltshire Councillor), V. Hillier (from 7:15pm), J. Mason, G. Murray - 9.

   Also in attendance: 1 West Tisbury Councillor from the Neighbourhood Plan Amendments Group; attending virtually; up to 8 members of the public; S. Harry (Clerk).

   Apologies: Councillors unanimously accepted the apologies of J. Phillips due to illness.

3. **Register of Interests** - Councillor R. Buck declared an interest in Nadder Community Energy as a Director. Councillors J. Murray and N. Errington declared interests as members of Nadder Community Land Trust.

4. **ELECTION OF VICE-CHAIRMAN** – Gerry Murray was elected unanimously by those present; **ECC/RB**

5. Minutes of the last Annual Parish Council Meeting on 18th May 2021

   Unanimously resolved.

6. **Appointments of Councillors with Special Responsibilities:**
   Agreed positions are detailed on the attached table.

7. **Appointment of Representatives to Non-Parish Council functions:**
   Agreed positions are detailed on the attached table

8. **Appointment of Special Responsibility Volunteers:**
   Agreed positions are detailed on the attached table.

9. **Annual Reviews**: (7:15pm)
   a. Review of Financial Regulations – Councillors noted these regulations required a number of amendments following the Internal Audit Report and will be reviewed in June.
   b. Review of Standing Orders – to be reviewed in June.
   c. Review of Scheme of Delegation – to be reviewed in June along with the Financial Regulations
   d. Review of Asset Register – Councillors noted the Asset Register was reviewed in March due to insurance requirements and no other changes were required.
   e. Review of Risk Register – to be reviewed in July.

There being no other business, the meeting concluded at 7:20pm.

Parish Councillor responsibilities	Simon Davison	Gerry Murray	Richard Beattie	Rosie Buck	Felicity Corp	Elizabeth Coyle-Camp	Nick Errington	Victoria Hillier	Jerry Mason	Julie Phillips
Finance - 1		X								
Joint Burial Committee - 3			X	X					X	
Planning - all	X	X	X	X	X	X	X	X	X	X
Allotments - 1						X				
Amenity Maintenance – Village Warden										
Play Area Inspections - Village Warden										
Footpaths & By-ways - 1						X				
Risk analysis co-ordinator - 1										X
Youth & Community - 1	X									
Transport & Traffic - 3	X	X								
Neighbourhood Planning - 1	X	X								
Environment Committee				X						X

Appointment of Representatives to Non-Parish Council functions: These positions carry no responsibility unless elected to act as an Officer, e.g. Chairman, Vice-Chairman etc.	Simon Davison	Gerry Murray	Richard Beattie	Rosie Buck	Felicity Corp	Elizabeth Coyle-Camp	Nick Errington	Victoria Hillier	Jerry Mason	Julie Phillips
Alice Combes Trust * - Debbie Carter										
Lord Arundell of Wardour Trust* -	X									
SW Wiltshire Community Safety Partnership		X								
TISBUS						X				
Victoria Hall Committee						X				
Nadder Centre			X		X		X			
Nadder Community Land Trust	X									
Tisbury Memory Group							X			
Environmental Issues				X						X
Tisbury Neighbourhood Response Team						X				

Trees Warden	Andrew Graham (volunteer)
Community Emergencies	Village Warden
Community Speed Watch	Village Warden