



Minutes of Annual Parish Council Meeting

Tuesday 18th May 2021 at 7pm
Reading Room, High Street, Tisbury, SP3 6LD

Questions or Statements from Residents – none.

MINUTES of MEETING

1. **ELECTION OF CHAIRMAN** - Parish Councillor Simon Davison was elected un-opposed.
Proposed ECC / seconded NE / unanimous
2. **Those present:** Parish Councillors R.A. Beattie, E. Coyle Camp, S. Davison, P. Duffy, N. Errington (also as the Wiltshire Councillor), G. Murray, J. Phillips – 7.
Also present: 3 residents; Parish Clerk S. Harry.
3. **Declarations of Office and Register of Interests** – All Parish Councillors signed their Declarations of Office forms and the Clerk reminded Councillors that their Register of Interests forms were required to be completed and published on the Wiltshire Council website within 28 days.
4. **ELECTION OF VICE-CHAIRMAN** – Parish Councillor G. Murray was elected un-opposed.
Proposed ECC / seconded PD / unanimous
5. **Minutes of the Annual Parish Council Meeting on 7th May 2019** – unanimously agreed of those present - 5.
6. **Appointments of Councillors with Special Interests:** the positions detailed on the following table were agreed unanimously.
7. **Appointment of Representatives to Non-Parish Council functions:** the positions detailed on the following table were agreed unanimously.
8. **Appointment of Special Responsibility Volunteers:** the positions detailed on the following table were agreed unanimously.

Annual Reviews:

9. Review of Scheme of Delegation - be carried forward for resolution at the June 2021 meetings.
10. Review of Standing Orders - be carried forward for resolution at the June 2021 meetings.
11. Review of Financial Regulations - be carried forward for resolution at the June 2021 meetings.
12. Review of Asset Register - be carried forward for resolution at the June 2021 meetings.
13. Review of Risk Register - Councillors noted that the Risk Register/documents were reviewed twice last year and unanimously resolved further content changes were not required at this time. Councillors did however agree the current content needed to be standardised/reformatted and incorporated into one document.
14. Draft Annual Governance and Accounting Return plus:
 - Reserves at 31.03.2021
 - Draft bank reconciliations – remain draft until accounts closed.Councillors noted the draft information presented.

There being no other business, the meeting concluded at 7:48pm.

Parish Councillor interests	Elizabeth Coyle-Camp	Gerry Murray	Julie Phillips	Nick Errington	Patrick Duffy	Richard Beattie	Simon Davison
(figures relate to minimum requirement)							
Finance - 1		x					
Joint Burial Committee - 3					x	x	
Planning - all	x	x	x	x	x	x	x
Allotments - 1	x						
Amenity Maintenance – Village Warden							
Play area inspections – Village Warden							
Footpaths & By-ways - 1	x			x			
Risk analysis co-ordinator - Clerk							
Youth & Community - 1							x
Traffic & Travel issues - 3		x					x
Neighbourhood Planning - 1		x					x
Environment - 1			x				
Social Media - 1							

Appointment of Representatives to Non-Parish Council functions: These positions carry no responsibility unless elected to act as an Officer, e.g. Chairman, Treasurer etc.	Elizabeth Coyle-Camp	Gerry Murray	Julie Phillips	Nick Errington	Patrick Duffy	Richard Beattie	Simon Davison
Alice Combes Trust - Debbie Carter							
Lord Arundell of Wardour Trust							x
SW Wiltshire Community Safety Partnership		x					
TISBUS	x						
Victoria Hall Committee	x					x	
Tisbury Business Association					x		
Nadder Centre						x	
Nadder Community Land Trust		x					
Tisbury Memory Group				x			
Tisbury Neighbourhood Response Team	x						
Station Works Development		x				x	
Trees Warden	Debbie Carter						
Community Emergencies	Village Warden						
Community Speed Watch	Village Warden						